



Board of Selectmen

The Wellfleet Board of Selectmen will hold a public meeting on Tuesday, December 10, 2013 at 7 p.m. at the Wellfleet Senior Center, 715 Old Kings Highway, Wellfleet, MA 02667.

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

II. Public Hearing(s) [7:15]

A. Community Needs

- a) The Wellfleet Community Preservation Committee will review the annual list of community needs for Housing, Historic Preservation, Open Space and Recreation, gathered by the Wellfleet Community Preservation Committee in accordance with the Community Preservation Act, G.L. c. 44B.

B. One Day Liquor License

- a) Request received November 15, 2013 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.

C. Restaurant Extension of Hours

- a) Request received November 20, 2013 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.

D. Change of Manager

- a) Request received November 21, 2013 from Wellfleet Marketplace for a change of Manager from Paul J. Sousa to Robert W. Medeiros.

E. Shellfish

- a) Application received November 14, 2013 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.

III. Licenses/Appointments/Reappointments/Use of Town Property

A. Licenses

- a) 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
- b) Weekday Entertainment: Wellfleet Preservation Hall

B. Appointments

- a) Bettram (Chip) C. Bruce – Interim appointment to the Library Board of Trustees [term ends Annual Town Election 2014]
- b) Robert E. Burns – Full time Police Officer from with an appointment term from December 16, 2013 through June 30, 2015.

C. Reappointments

- a) Andrew Koch – Shellfish Constable [three year term ending December 31, 2016]
- b) Christopher Manulla – Deputy Shellfish Constable [three year term ending December 31, 2016]
- c) John Mankevetch – Assistant Shellfish Constable [three year term ending December 31, 2016]

D. Use of Town Property

- a) Application received from Tracy Plant 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. [Processing fee: \$20.00. Use of Town Property fee: \$100-\$500]

IV. Business

- A. Authorization to fill Firefighter/EMT vacancy
- B. Review and discuss policy for use of town property [Pilcher]
- C. Further expansion of municipal water system [TA]
- D. Beach Parking Task Force Report [TA]
- E. Contract award for Bakers Field Restroom Project design [TA]
- F. Discuss alternatives to closure of Orleans septic waste facility Sept 1, 2014 (will have to go to New Bedford – increase cost \$600) [Murphy]
- G. Support for Massachusetts Coastal Coalition letter regarding FEMA Maps
- H. FY 2014 Budget [TA]
- I. Approve early closure of non-essential town offices on December 24, 2013
- J. Approval of Board of Selectmen 2014 Meeting Schedule [TA]

V. Town Administrator's Report

VI. Future Concerns

VII. Correspondence and Vacancy Report

VIII. Minutes [November 26, 2013]

IX. Adjournment

Community Preservation Act
Needs Hearing
December 10, 2013

WELLFLEET NEEDS ASSESSMENT LIST 2013

Community Housing Needs

1. Complete projects that have been planned – Gull Pond, Paine Hollow and Route 6 Affordable Housing.
2. Create 114 units of affordable housing to meet the needs of local residents and achieve the State guideline of having 10% of year round housing be affordable.
3. Rally public support, understanding and creative involvement in affordable housing initiatives.
4. Maximize the use of Community Preservation Funds to secure an adequate funding base for a range of housing initiatives.
5. Continue seeking grants, and identifying other funding sources and revenue streams for the Wellfleet Affordable Housing Trust Fund.
6. Work with the Board of Selectmen to gain use of Town owned land within the National Seashore for creation of affordable Senior housing near the Wellfleet Senior Center.
7. Continue to request Town owned land for development of community housing.

Recreation

1. Continue current programs while exploring new ways to serve the recreational needs of the town's citizens of various ages given current growth and changing demographics
 - Refurbishing recreational facilities at Baker's Field.
 - Contribute to regional effort to extend bike trail from Wellfleet-P-Town.
 - Contribute to regional effort to create an indoor/outdoor multiuse sports bubble at the location of the current tennis courts at Nauset Regional High School.
2. Coordinate with town members, existing groups, departments and institutions in the active pursuit of recreational goals and needs.
3. Preserve and enhance Town owned ponds and ocean/bay beach facilities with water fountains, showers and/or foot showers.
4. Preserve and enhance historic walking trails and fire roads in and around town ponds, ocean/bay beaches & woodlands.

Open Space

1. Preserve threatened resources especially in ACEC land
2. Protect regional water supply/aquifer
3. Protect regional wetlands and bordering areas
5. Protect shellfishing/wildlife habitat
6. Preserve special and unique vegetation
7. Provide links with existing conservation land for wildlife corridors
8. Create/enhance scenic vistas/roadway views
9. Protect from development and for public access land near ocean bay and ponds
10. Seek land for passive recreation

Historic Preservation

1. Historic Places
 - a. Comprehensive update of Wellfleet's historic properties binder ('Form B' inventory sheets – most sheets date from 1989)*
 - b. Signs identifying "Points of Historical Interest" (as seen from the Marina)
 - c. Locate and map historic brooks and springs
 - d. Wellfleet Schoolhouses: A Survey
 - e. A History of the Fire Tower (1928/1960 to the present)
 - f. Documentation of Modern Houses (ongoing)
 - g. Billingsgate Island (identify relocated buildings)
 - h. Explore options for preserving the former Cahoon Hollow U.S. Life Saving Station which is in danger of falling into the ocean. Note: this is a privately-owned historic building (Beachcomber)
2. New England Industries (Wellfleet and the Region)
 - a. Railroad Sites across Wellfleet (map and mark, create audio guide)
 - b. Salt Works: Then and Now (monograph)
 - c. Shipbuilding: Then and Now (document the region's vanishing wooden fishing trawlers)
 - d. Cranberry Bogs: Then and Now (monograph)
 - e. Fire and Ice: Ice Houses and Finnish Saunas (monograph)
 - f. Create an online Historical Maps Room (paper copies, optional)
3. Cultural History
 - a. Update 2005 Guide to Monuments, Memorials, and Burying Grounds
 - b. Document Wellfleet's Native American Cultural History and Folklore
 - c. Identify and map local Paths, Cart Ways, Historic Vistas
 - d. A Survey of Local Slang
 - e. Women's Christian Temperance Union water fountain at Town Hall (plaque)
 - f. Digitize Town of Wellfleet Photograph Collection

* See Massachusetts Historical Commission's database – MACRIS/Massachusetts Cultural Resource Information System <http://mhc-macris.net/>

TOWN OF WELLFLEET
PUBLIC HEARING

In accordance with M.G.L. Chapter 138, notice is hereby given that a public hearing will be held on Tuesday, December 10, 2013 at 7:15 p.m. at the Wellfleet Council on Aging to consider the following:

- Application received November 15, 2013 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.

WELLFLEET BOARD OF SELECTMEN

TOWN OF WELLFLEET
APPLICATION FOR SPECIAL EVENT LIQUOR LICENSE

1. Applicant [Addison Art Gallery] ^{at} Wellfleet Public Library
1043 Rt 28 Orleans Wellfleet
Address _____ Telephone 508.255.6200

2. Affiliation/Group AAG / WPL For Profit Non Profit

3. Type of License All Alcohol (\$100.00/day) _____ Beer and Wine (\$50.00/day)

4. Type of Activity Being Conducted Art Opening

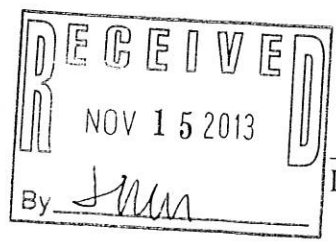
5. Date Saturday, July 19 Hours of Service 5 to 7

6. Description of Premises Library

7. Name, Address, Telephone of Designated Manager (person responsible for activity)
Helen Addison 508.255.6200
Box 2756 Orleans MA 02653

8. If activity involves food service, please describe fully (i.e. raw shellfish, heated casseroles, bakery goods, etc.)

Helen Addison
Applicant's signature



11.13.13
Date

TOWN OF WELLFLEET
PUBLIC HEARING

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- Request received November 20, 2013, from Caroline Parlante, for permission for the Bombshelter Pub to remain open until 2:00 a.m. on New Year's Eve.

WELLFLEET BOARD OF SELECTMEN



Bookstore & Restaurant, Inc.

PO Box 1434 ♦ 50 Kendrick Ave ♦ Wellfleet, MA 02667
(508)349-3154 ♦ Fax (508)349-9799 ♦ bookstre@cape.com

Novembre 18, 2013

Town of Wellfleet
300 Main St.
Wellfleet, MA 02667

Dear Selectmen of Wellfleet,

I am writing to request permission for the Bombshelter Pub to remain open until 2am on New Years Eve, December 31, 2013 into New Years Day January 1, 2014.

Thank you.

Sincerely,

Caroline J. Parlante
Owner
Bookstore & Restaurant, Inc.



TOWN OF WELLFLEET
PUBLIC HEARING

In accordance with M.G.L. Chapter 138, notice is hereby given that the Wellfleet Board of Selectmen will hold a public hearing on Tuesday December 10, 2013 at 7:15 p.m. in the Wellfleet Council on Aging to consider the request received November 21, 2013 from Wellfleet Marketplace for a change of Manager from Paul J. Sousa to Robert W. Medeiros.

WELLFLEET BOARD OF SELECTMEN



The Commonwealth of Massachusetts
 Alcoholic Beverages Control Commission
 239 Causeway Street
 Boston, MA 02114
www.mass.gov/abcc

PETITION FOR CHANGE OF LICENSE

134800022

ABCC License Number

WELLFLEET MA

City/Town

The licensee **WELLFLEET MARKETPLACE INC.** respectfully petitions the Licensing Authorities to approve the following transactions:

- Change of Manager
- Alteration of Premises
- Pledge of License/Stock
- Cordial & Liqueurs
- Change of Corporate Name/DBA
- Change of Location
- Change of License Type (§12 ONLY, e.g. "club" to "restaurant")

Change of Manager

Last-Approved Manager: PAUL SOUSA

Requested New Manager: ROBERT MEDEIROS

Pledge of License /Stock

Loan Principal Amount: \$ Interest Rate:

Payment Term: Lender:

Change of Corporate Name/DBA

Last-Approved Corporate Name/DBA:

Requested New Corporate Name/DBA:

Change of License Type

Last-Approved License Type:

Requested New License Type:

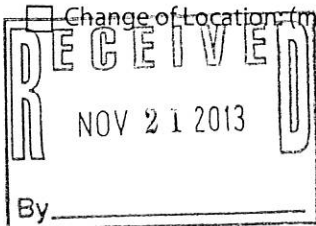
Alteration of Premises: (must fill out attached financial information form)

Description of Alteration:

Change of Location: (must fill out attached financial information form)

Last-Approved Location:

Requested New Location:



Signature of Licensee

Paul Sousa
 (If a Corporation/LLC, by its authorized representative)

Date Signed

11/20/13

TOWN OF WELLFLEET
PUBLIC HEARING

In accordance with MGL Chapter 130, Sections 52, 57, 58, 59, 60, and 68 and all applicable Town Shellfish Regulations, notice is hereby given that the Wellfleet Board of Selectmen will hold a public hearing on Tuesday, December 10, 2013 at 7:15 p.m. in the Wellfleet Council on Aging to consider the following:

- application received November 14, 2013 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.

The recommendation of the Shellfish Constable will be available in the Administration Office at Town Hall.

11/11/13

Dear Wellfleet Board of Selectmen,

I, Bradford Morse, request that
you add Diane Brunt to

Grant 852
852 A
852 B

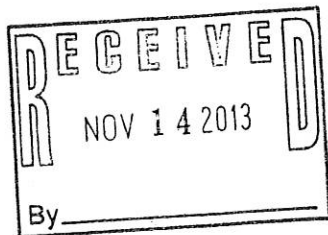
Thank you.

Brad Morse

508-237-6913

Will Morse

bradman98@yahoo





Wellfleet Shellfish Department



300 Main Street, Wellfleet, Massachusetts 02667

November 27, 2013

To: Board of Selectmen
Re: Recommendations
From: Andrew Koch Shellfish Constable

Application received November 14, 2013 from Bradford Morse and William Barrio to transfer shellfish grant licenses #852A and 852B from Bradford Morse and William Barrio to Bradford Morse, William Barrio and Diane Brunt.

Diane Brunt meets all the town's minimum requirements and should be added to grant license # 852A and 852B to read as Bradford Morse, William Barrio and Diane Brunt.

Respectfully Submitted,

Andrew Koch
Shellfish Constable

Phone (508) 349-0325



Fax (508) 349-0305



TOWN OF WELLFLEET
APPLICATION FOR TOWN BOARDS & COMMITTEES MEMBERSHIP

Wellfleet depends on its citizens to carry out many of our government's activities. Your community needs your help. *Please volunteer.*

FILL OUT THE FORM BELOW and mail it to:

Wellfleet Selectmen's Office, Town Hall, 300 Main Street, Wellfleet, MA 02667

Name Bertram Camp Bruce, Jr. (Chip) Date December 2, 2013
Mailing Address 130 Daniels Drive Wellfleet, MA 02667
Phone (Home) 508 214 0250 (cell) _____
E-mail chipbruce@mac.com

Please describe briefly any work experience, including volunteer service, that you feel would be useful to the Town: Mr. Bruce is a Professor Emeritus in Library and Information Science at the University of Illinois at Urbana-Champaign. His work has focused on inquiry-based learning. He has a PhD in Computer Sciences. He is a Fulbright Distinguished Scholar. He would offer even in a brief tenure as a Wellfleet Library Board Trustee a broad background in library information services. The Board of Trustees would greatly value his input and judgment.

Please add any other information that you think may be useful, including education or other formal training, specialized courses, professional licenses or certifications, etc.:

His interest throughout his career has been community inquiry and the information and communication practices that help people in communities learn and work together. He has had "a continuing interest in the promise, as well as the perils, that information and communication technologies offer for understanding, representing, and transforming our lived experiences."

Publications: (<http://people.lis.illinois.edu/~chip/pubs/index.shtml>)

Recent work: (<http://chipbruce.wordpress.com/recent>)

Committees/Boards of Interest: Wellfleet Library Board of Trustees Interim Appointment

Memo

To: The Wellfleet Board of Selectmen

From: Reatha Ciotti, Chair,

Wellfleet Library Board of Trustees

The Wellfleet Library Board of Trustees enthusiastically endorse the appointment of Bertram Bruce, a gifted and highly qualified nominee, to complete the term vacated by Mary McFeely, a long-time member of the Board. Mr. Bruce would serve on an interim basis until the election in Spring 2014. His background and work experience in the field of library science and information technology are extensive and impressive. We are very fortunate to offer Mr. Bruce as a candidate for this position.

Our Board unanimously recommends approval of this appointment by the Board of Selectmen.

Town of Wellfleet Police Department

December 5, 2013

To: Board of Selectmen
From: Chief Ronald L. Fisette

Subject: FULL TIME POLICE OFFICERS APPOINTMENT

I request Robert E. Burns be appointed as a Full Time Police Officer, from December 16, 2013 (with an exact start date to be determined, anticipate late December / early January) through June 30, 2015. Mr. Burns has attended a Pennsylvania Full Time Police Officers Academy (graduated June 2005). This academy has been favorably reviewed by the Massachusetts Police Training Council in the past and we have received all indications that this academy will be acceptable once we officially make the request (see attached letter).

Mr. Burns has been a police officer both full and part time for the Barrett Township Police Department since 2006. This is a small police agency in a resort area of Pennsylvania. Mr. Burns left full time employment with this agency and joined the Monroe County District Attorney Office as a Detective with their Detective Unit. As part of the detectives' unit he was responsible for supervising narcotic investigations and operating under the influence enforcement.

Mr. Burns has expressed a long time history of visiting the cape to include getting married in Dennis a few years back. He is looking to relocate his wife and two young children once full time employment has been obtained.

I recommend that Mr. Burns appointed as above and that a conditional offer of employment be extended as follows:

- Pass a background investigation (already being under taken)
- Pass a psychological
- Pass a physical
- Pass the Physical Agility Test (PAT test)
- Obtain a MA drivers license
- Obtain or be able to obtain a MA license to carry a firearms permit (Class A)
- Complete all training that may be required for certification as a MA Police Officer
- Satisfactorily complete the Field Training program

Respectfully submitted for your information and consideration.



Ronald L. Fisette
Chief of Police

cc: Harry Terkanian, Town Administrator



Commonwealth of Massachusetts
Municipal Police Training Committee
"Training for Today, Planning for the Future"

6 Adams Street
Randolph, MA 02368
Phone: (781) 437-0300
Fax: (781) 963-0235



Deval L. Patrick
Governor

Andrea J. Cabral
Secretary of Public Safety and Security

Anne P. Powers
Undersecretary

Chief James G. Hicks
Chairman

Dan Zivkovich
Executive Director

Via e-mail: rburns13@ptd.net

October 29, 2013

Robert E. Burns
614 Buckle Boots Rd
Henryville, PA 18332

Dear Mr. Burns:

This letter is in reference to your recent request for an Advisory. According to the documentation provided to me, I understand you to be a 2005 graduate of the Municipal Police Academy in Broomall PA, a 754 hour, PA POST certified academy, and similar to our own at the time. Upon completion of the academy you became a member of the Moore Township PD and then, in 2006 the Barrett Township PD where you currently still serve. You also serve full time on the Monroe County Drug Task Force as lead Field Agent. You have considerable trainings and certifications amassed through the years and serve as the Armorer as well as Instructor for all types of firearms and DT skill sets.

Based on this information, I believe that if you were to be hired by a municipal police department in Massachusetts and that department applied for an Exemption for you, the Committee would act favorably on that request. From that point, you would be required to successfully complete an on-line orientation program designed for officers coming in from out of state to familiarize them with Massachusetts Law, Policies and Procedures. Please be advised, that after a 5 year break in municipal police service you *must* complete the Basic Recruit Academy in order to exercise police powers.

Please do not hesitate to contact me if I can be of further assistance to you.

Sincerely,

Marylou Powers
Marylou Powers
Director of Training

WELLFLEET POLICE DEPARTMENT Summary Sheet of Applicant's Information

Applicant's Name: Burns Robert Edwards
(Last) (First) (Middle)

The following information is a summary of information provided as part of a 10 page application packet. The entire application is available for your review if you so desire.

I PERSONAL HISTORY

Address: 614 Buckle Boot Road
(Number & Street)
 Henryville PA 18332
(City/Town) (State) (Zip)

II EDUCATION

	School Name, Address and Phone Number	Graduated Yes/No	Number of Years Attended	Degree	Major
High School	William Floyd High School 240 Mastic Beach Road Mastic Beach, NY 11951	Yes	1	Diploma	
Undergraduate	Suffolk County Community College Riverhead, NY	No	1.5	N/A	Criminal Justice
Undergraduate	Northampton Community College Trannersville, PA	No	.5	N/A	Criminal Justice
Other	Deleware County Community College Municipal Police Academy 901 Media Line Road Media, PA 19063	Yes	6 month Academy	N/A	Full Time Police Officer Certification

- b. Have you attended or are attending a Reserve Police Academy? Yes [] No [] If yes, give details to include completion date: _____
- c. Have you attended or are attending a Full Time Police Academy? Yes [] No [] If yes, give details to include completion date: See above; graduated June 2005
- d. Do you have a First Responder certificate? Yes [] No [] Exp. Date: _____
- e. Do you have a CPR certificate? Yes [] No [] Exp. Date: not known at this time

- f. List any special abilities, interests, sports or hobbies along with degrees of proficiency:
Numerous certifications; firearms instructor, armorer, Tazer instructor, OC & baton instructor, evidence / property custodian, OUI and speed detection certified
- g. List any special equipment or computer systems with which you have experience.
Breathalyzer, radar & lidar speed enforcement, tazer, baton, OC spray, field drug test kit

III EMPLOYMENT HISTORY

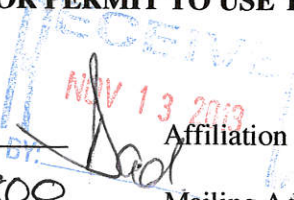
Dates		Name, Address and Telephone of Employment	Rates of Pay		Supervisor's Name and Title
From Mo./Yr.	To Mo./Yr.		Start	Finish	
08 / 2009	Present	Monroe County District Attorney's Office Detectives Unit	\$15.23 / hr	\$16.16 / hr	Chief Detective Eric Kerchner
Reason for Leaving: N/A					

Dates		Name, Address and Telephone of Employment	Rates of Pay		Supervisor's Name and Title
From Mo./Yr.	To Mo./Yr.		Start	Finish	
02 / 2011	Present	Barett Township Police Department Police Officer (Part Time)	\$15.00 / hr	\$16.87 / hr	Chief Steven Williams
Reason for Leaving: N/A – part time employment					

Dates		Name, Address and Telephone of Employment	Rates of Pay		Supervisor's Name and Title
From Mo./Yr.	To Mo./Yr.		Start	Finish	
08 / 2006	08 / 2009	Barett Township Police Department Police Officer (Full Time)	\$24.00 / hr	\$26.00 / hr	Chief Steven Williams
Reason for Leaving: Offered a position by the District Attorney Office as a Narcotics Detective, left full time employment and was asked to return as a part time employee					

- b. Have you ever been disciplined or forced to resign because of misconduct or unsatisfactory employment? Yes [] No [] If yes, give details:
Asked to leave a summer job as a teenager due to a disagreement with a coworker. The coworker was long time employee, so employer discharged me without inquiry into my side of the events.
- c. Are you eligible for rehire with each of your former employers? Yes [] No [] If no, please explain: I am not sure about the above.

TOWN OF WELFLEET
APPLICATION FOR PERMIT TO USE TOWN OWNED PROPERTY



Applicant Tracy Plant Affiliation or Group Wellfleet Preservation Hall
Telephone Number 508-349-1800 Mailing Address 335 main St.
Email Address tracyplant@msn.com Wellfleet, MA 02667

Town Property to be used (include specific area) Parking lot opposite Preservation Hall

Date(s) and hours of use: Dec. 14th and Dec. 15th 2013 8 am - 5 pm

Describe activity including purpose, number of persons involved, equipment to be used, parking arrangements, food/beverage service, etc. Also please indicate if fees will be charged by applicant.

Outdoor vendor booths to be set up in the front left quarter of the lot allowing for a traffic lane on the right and parking in the entire back of the lot for visitors and handicap access. Fee of \$25 per booth to be charged - nonprofits free - last year we had 10 spaces rented.
Action by the Board of Selectmen:

Approved with the following condition(s): _____

Disapproved for following reason(s): _____



* This year we have changed the date to help promote the holiday stroll being organized by the Chamber of Commerce. Events to include town tree lighting, Santa visit and card singing.





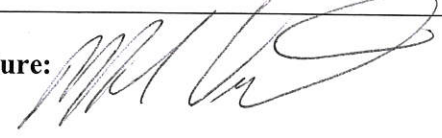
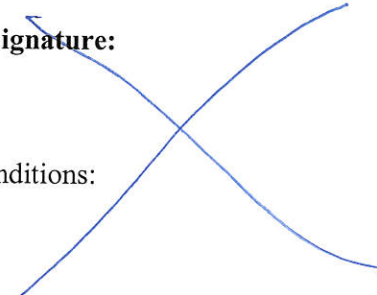
Processing Fee: _____
Fee: _____

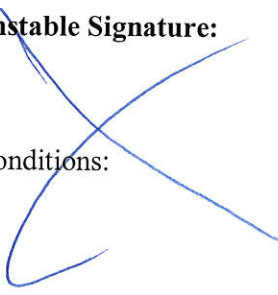
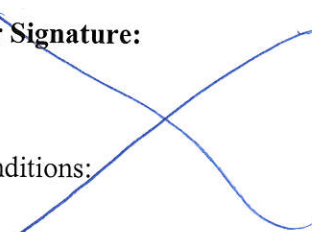
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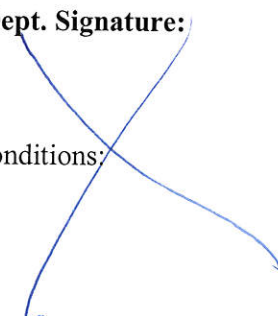
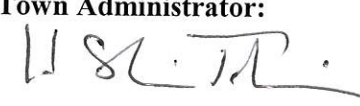
APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTIONS

Health/Cons. Agent Signature:  Comments/Conditions: OK Permits/Inspections needed:	Inspector of Buildings Signature:  Comments/Conditions: OK - with ↓ Permits/Inspections needed: *CHECK with ELECTRICAL INSPECTOR IF ANY WIRING INVOLVED
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Police Dept. Signature:  10/31/13 Comments/Conditions: OK	Fire Dept. Signature:  Comments/Conditions:
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DPW Signature:  Comments/Conditions: OK 11/13/13	Beach Dept. Signature:  Comments/Conditions:
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Shellfish Constable Signature:  Comments/Conditions:	Harbormaster Signature:  Comments/Conditions:
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Recreation Dept. Signature:  Comments/Conditions:	Town Administrator:  Comments: RECOMMEND CHARGE FOR USE - \$100?
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Wellfleet Fire Department



10 Lawrence Road, Wellfleet, MA 02667

Richard J. Pauley, Jr.
Fire Chief

Phone: (508) 349-3754
Fax: (508) 349-0318

TO: Harry Sarkis Terkanian, Town Administrator

FROM: Richard J. Pauley, Jr., Fire Chief

RE: *Resignation of Firefighter/EMT-P Steven Coombs and Authorization
Request to Fill the Vacant Position*

DATE: December 5, 2013

Attached please find a copy of Firefighter/EMT-P Steven Coombs' resignation letter, effective December 13, 2013.

Firefighter/EMT-P Coombs has accepted a position with the Centerville-Osterville-Marstons Mills Fire District and I wish him only the best in his future endeavors. Accordingly, I am requesting authorization to fill the vacancy of this full-time position that is eminent as a result of his resignation.

As always, should you have any questions, or need additional information, please don't hesitate to contact me.

Wellfleet Fire Department



10 Lawrence Road, Wellfleet, MA 02667

Daniel Silverman
Fire Chief

Phone: (508) 349-3754
Fax: (508) 349-0318

12/05/2013

Steven Coombs
Firefighter/Paramedic
Wellfleet Fire Department
10 Lawrence Rd
Wellfleet Ma 02667

Dear Chief Richard Pauley ,

I regret to inform you that I am resigning from my position as Firefighter/Paramedic of the Wellfleet Fire Department. My last day of employment will be December 13.

Thank you for the support and the opportunities that you have provided me during my time here. I have enjoyed my tenure with the department.

Sincerely,

Steven Coombs

BOARD OF SELECTMEN

Policy on Use of Town Property

Original Date: November 22, 1989

1989-1

1989-2

Revised: April 19, 1994

Reaffirmed: February 17, 1998

Reaffirmed: January 16, 2001

Reaffirmed: March 9, 2004

Revised: March 23, 2010

The Board of Selectmen shall permit use of Town property by individuals or groups for only those activities which are not detrimental to public safety and convenience and which are completely in accordance with all relevant laws and regulations. Insurance coverage and potential liability exposure will be considerations whenever the use of Town property is requested. From time to time such fees as may be appropriate and established by the Board of Selectmen may be applied.

In accordance with the General Bylaws of the town and the policy above, the Board may permit the temporary placement of signs on Town Property. The Board may do this through one-time placement permission, permission for sign placement on a regularly scheduled basis by an individual or group, or through delegation of permission to the appropriate Department Head.

**Use of Town Property – Historical Data
Wellfleet Board of Selectmen Minutes, Motions and Memos**

June 4, 2013 BOS Meeting Minutes:

Guidelines for use of town property by organizations

Terkanian reviewed the current fee schedule for Use of Town Property requests and asked the Selectmen to clarify the guidelines for greater consistency. Ideas include requiring a deposit in certain cases to offset any financial burden to the Town if Police, Fire or DPW are needed for clean-up, etc.; a signed acknowledgement for the noise bylaw or any other applicable bylaw; lead-time for application needed for signature by Town Departments, etc. Paul Pilcher wants to make sure that guidelines are clear when a request for Use of Town Property is made by a Town committee. Terkanian will distill this information and make a more formal proposal at a future BOS meeting.

April 10, 2012 BOS Meeting Minutes/Motions:

Use of Town Property Fees

Sieloff reviewed the list of proposed Town Property Fees with the Selectmen and explained how to differentiate fees as suggested by the Board for festivals versus private events and exempted events.

Motion 12-0162: Pilcher moved to exempt from Use of Town Property fees Town-sponsored events, fundraisers for the Town, not-for-profit events and political gatherings or protests, provided that application is made to the Board of Selectmen at a Public Meeting at least 30 calendar days prior to the event. Bruinooge seconded the motion and it passed 5-0.

Motion 12-0163: Bruinooge moved to adopt fees of \$100 per parcel with a \$500 maximum for Festivals/Functions/Events Open to the Public. Pilcher seconded the motion and it passed 5-0.

Motion 12-0164: Borrelli moved to approve the list of proposed fees for the Use of Town Property for events and functions that take place after July 1, 2012. Bruinooge seconded the motion and it passed 5-0.

December 14, 2010 BOS Meeting Minutes/Motions:

Policy Change for Fee Collection for Use of Town Property [Dale Donovan]

The Selectmen discussed the issue of collected fees prior to the Use of Town Property in light of a recent event in which a film crew agreed to pay to use town property but never paid the fee.

Motion 10-0318: Donovan moved that we change our policy on ‘use of town property’ to add additional language that will be recommended by the Town Treasurer. Donovan suggested the following language: “Any fee so established will be paid to the Town Treasurer one week in advance of the use of the property or by bank or certified check at least one day prior to the use of that property.” Wood seconded. Motion passed 5-0.

At their meeting of April 10, 2012, the Wellfleet Board of Selectmen voted to approve the following Use of Town Property fees:

<i>Application fee</i>	\$20.00
Weddings/Family Functions/Private Events closed to the public	\$100.00 per day
Festivals/Functions/Events open to the public	\$100.00 per parcel * (\$500.00 maximum)
Professional Filming fee	\$100.00 per day
Surf Lessons (at White Crest only)	\$350.00 per season

Fees must be paid by certified check, money order or cash seven (7) days prior to event.

Events exempt from fees:

Town sponsored events, fundraisers for the Town, not-for-profit events and political gatherings or protests, provided that application is made to the Board of Selectmen at a Public Meeting at least 30 calendar days prior to the event.

*Copy of Assessor's map must be included with the application with all areas of the proposed use highlighted.

To: Paul Sieloff, Town Administrator

cc: Board of Selectmen

From: Elizabeth G. Hartsgrove, Executive Assistant
 Jeanne MacLauchlan, Principal Clerk

Date: October 24, 2008

Re: Use of Town Property Fees

As requested by the Board of Selectmen, below is our proposed fee schedule for Use of Town Property. We feel that the proposed fees are an equal balance of what other Cape Towns charge and what events occur within Wellfleet which have previously used Town owned property.

In addition, if a fee schedule is approved by the Board of Selectmen, the Board of Selectmen's Policy on the Use of Town Property should be amended to reflect the adopted fees.

Type of Event	Proposed Fee
Bake Sales*	\$25.00 per day
Use of only Town Hall Lawn &/or Town Hall Driveway* (excluding Bake Sales occurring at these locations)	\$25.00 per day
Weddings/Family Functions/Private Events closed from the Public	\$100.00 per day
Festivals/Functions/Events open to the Public [†]	\$100.00 per parcel
Professional Filming	\$100.00 per day
Surf Lessons at White Crest Beach Only (per Wellfleet Beach Rules & Regulations #7)	\$350.00 per season
<p><i>*Exemption or reduction of fee(s) may only be granted by a vote from the Board of Selectmen at a Public Meeting at least 30 calendar days prior to event.</i></p>	
<p><i>[†] Copy of Assessors map must be included in application with all areas of proposed use highlighted.</i></p>	



Memo

To: Mary Giorgio, Kopelman & Paige
CC: Wellfleet Board of Selectmen
From: Paul Sieloff, Town Administrator
Date: November 23, 2011
Re: PROPOSED APPLICATION AND USE OF TOWN PROPERTY FEES

Type of Event	Proposed Fee *
Application Fee to Request the Use of Town Property*	\$20.00
Weddings/Family Functions/Private Events closed to the Public	\$100.00 per day
Festivals/Functions/Events open to the Public [†]	\$100.00 per parcel/ \$500 maximum
Professional Filming	\$100.00 per day minimum
Surf Lessons at White Crest Beach Only (per Wellfleet Beach Rules & Regulations #7)	\$350.00 per season

Exempt Events

Town-sponsored events, fundraisers for the Town, Not-for-Profit events, and political gatherings or protests.

** Exemption or reduction of fee(s) may only be granted by a vote from the Board of Selectmen at a Public Meeting at least 30 calendar days prior to the event.*

Requirements

A certification of current/valid insurance coverage is required.

[†] Copy of Assessor's map must be included in application with all areas of proposed use highlighted.



Town of Eastham
2500 State Highway
Eastham, MA 02642
508.240.5900
fax 508.240.1291
www.eastham-ma.gov

USE OF THE EASTHAM WINDMILL GREEN AND BANDSTAND POLICY

1.0 Authority

The Board of Selectmen hereby adopts a set of guidelines for the use of the Town of Eastham's Windmill Green and the Bandstand.

2.0 Purpose

It is the intention of the Board of Selectmen of the Town of Eastham to make the Windmill Green and Bandstand available to all qualified applicants as per the regulations described further in this policy.

3.0 Applicability

This policy shall apply to individuals or organizations wishing to use the Windmill Green and/or the Bandstand for any event and/or program.

4.0 Definition

The Windmill Green and the Bandstand is the area known as the facility across from the Town Hall.

5.0 Responsibility

The Board of Selectmen or their designee is responsible for ensuring that this policy is upheld and that policy guidelines are followed.

6.0 Standards/Rules and Regulations

6.1 Eligibility

Individuals, town sponsored groups and non-profit organizations shall be eligible to apply to use the Windmill Green and/or the Bandstand.

Applications shall not be considered from groups or individuals who discriminate in their membership, programs or philosophy on the basis of sex, race, color, creed, national origin, disability, marital status, veteran status, age or sexual orientation.

Repeat use may be denied to groups or individuals who fail to abide by this and other policies, rules and regulations pertaining to the use of town property.

6.2 Use of the Windmill Green/Bandstand shall be governed by the following rules and regulations:

- 6.2.1 Events shall be scheduled during daylight hours, and no event shall continue past 8:00 p.m. The applicant may set up for the event after 4:00 p.m. the day previous to the event (when the area is available), and must have the Windmill Green cleaned up by noon of the day following the event. Event shall not exceed more than three (3) days.
- 6.2.2 The applicant is responsible for set up and clean up of the Windmill Green after the event, including the picking up of all litter, taking away of recyclable materials, and the removal of any display material and signage. The applicant is required to provide the necessary containers for recyclable materials. (Check with the town for a full list of recyclable items)
- 6.2.3 Signs, notices or other items may not be attached to any structure, tree, or trash recycling bin on the Windmill Green. (Permits are required for signs)
- 6.2.4 No activity may charge a fee for the event. Items may be sold if permitted by the Board of Selectmen or their designee, and state and local license requirements are met.

6.2 Use of the Windmill Green/Bandstand shall be governed by the following rules and regulations:
Continued

- 6.2.5 The use or sale of alcoholic beverages is prohibited on the Windmill Green.
- 6.2.6 Motor Vehicles may be allowed on the Windmill Green if requested on the application and a \$25 per event fee is paid.
- 6.2.7 There shall be no discharge of firearms except for ceremonial purposes and as approved by the Police.
- 6.2.8 There shall be no fires permitted, with the exception of candles which may be held by individuals participating in ceremonies, such as weddings, etc. Candles may not be placed along or attached to any structure on the Windmill Green.
- 6.2.9 For any event utilizing the Bandstand, a single noise complaint shall be sufficient to permit the police to order discontinuance of the noise portion of the event. A second complaint shall be sufficient for the police to order the end of the event and the clearing of the entire Windmill Green.
 - 6.2.9.1 Amplified music shall only be allowed by special permission of the Board of Selectmen or their designee.
 - 6.2.9.2 No additional lighting may be installed, on either a temporary or permanent basis, without the explicit approval of the Board of Selectmen.
 - 6.2.9.3 Dogs are prohibited on the Windmill Green during events. All other times dogs are allowed on Windmill Green only on a leash.
 - 6.2.9.4 The applicant must agree to indemnify and hold the Town of Eastham harmless against any and all claims which may be made against the Town for property damages and personal injuries sustained by any person including the user which may result from the use of said property by the user. The applicant must also furnish proof of general liability insurance naming the Town as additional insured. Liability Limits as follows: **Comprehensive General Liability-Bodily Injury~\$1,000,000 Aggregate**

7.0 Procedure

All applicants shall be required to complete and sign the Application for Use of the Windmill Green and/or Bandstand. Applications and fees must be turned into the Town designee no less than eight weeks prior to the requested event date. A \$200 refundable damage deposit check is required, and must be submitted 3 days before the event.

Should two (2) or more applicants request the same day(s), preference shall be given to events sponsored by the town.

7.1 Fee Schedule

The following must be submitted and paid by the applicant at the time of application submittal:

1. A certification of current/valid insurance coverage.
2. A peddler's permit if anything is being sold on public property.
3. The appropriate use fees as follows:

\$100 per day use fee

\$25 per event fee if you intend to provide portable toilets.

\$25 per event fee for vehicle access for set up and take down only.

(Vehicles not being actively loaded or unloaded may not be parked on the Green.)

\$25 per event fee if you intend to use/provide tents.

A \$200 refundable damage deposit check is required, and must be submitted 3 days before the event.

8.0 The Board of Selectmen or their designee reserves the right to reject any and all requests.

9.0 Effective Date

This policy is effective as of September 15, 2008.

This policy was adopted by the Board of Selectmen at a public meeting on September 15, 2008.

Town of Orleans, MA
Wednesday, November 23, 2011

Chapter 178. TOWN-OWNED BUILDINGS, USE OF

[HISTORY: Adopted by the Board of Selectmen of the Town of Orleans 7-13-1988. Editor's Note: This legislation also included an application for building use. Said application is on file in the Town Offices and may be examined there during regular office hours. Amendments noted where applicable.]

§ 178-1. Applications.

Applications for the use of town buildings can be obtained from the Town Hall receptionist.

§ 178-2. Consumption of alcoholic beverages.

The renter agrees no alcoholic beverages shall be consumed in the building or on the premises.

§ 178-3. Rooms to be left clean and neat.

The meeting room and rest rooms must be left in a neat and clean condition after each use.

§ 178-4. Use of equipment.

Equipment belonging to the building may not be used unless so specified in the application for building use.

§ 178-5. Removal of items from building.

Nothing may be taken from the building without the prior consent of the Superintendent of Parks.

§ 178-6. Use of decorations.

All decorations shall be flameproof in accordance with the State Fire Code. In arranging, decorations, nails and other materials harmful to the finish of the building shall not be used.

§ 178-7. Setting up chairs and tables.

It is your responsibility to set up chairs and tables if you need them, and take them down and put them away when you are finished. If you wish help with this, you may make arrangements with the custodian.

§ 178-8. Responsibility for damage.

The renter agrees to assume responsibility for any damage incurred to the building, equipment or grounds during their use by those the function brings into the building.

§ 178-9. Rental fees.

Rental fees shall be charged for any activity which involves an admission charge and for all individuals and organizations except town committees. Any appeal from payment of fee shall be made to the Board of Selectmen.

§ 178-10. Cleaning fees.

A cleaning fee of fifty dollars (\$50.) will be assessed to groups which leave the hall in a condition which is less clean than prior to use, per vote of the Selectmen.

§ 178-11. Keys.

On weekends when the custodian is not on duty, the renter is responsible for picking up a key from the Police Department, letting themselves into the building and locking up when finished. There is a deposit of five dollars (\$5.) for the key, which will be returned to you when the key is returned to us.

§ 178-12. Liability of town; indemnification of Board of Selectmen.

The Town of Orleans assumes no liability either for injuries to persons who are on town premises or damage to any equipment. The holder of a permit to use the town facilities agrees to accept all equipment and property as is and waives any and all claims against the Orleans Board of Selectmen, its members, employees and agents for any injury, accident, illness, expense or claim of damage of any kind whether to persons or to property which may occur as a result of the use of town facilities by said holder or by others under its express, implied or apparent authority. The holder of a permit further agrees to assume all liability and to indemnify and hold harmless the Board of Selectmen, its members, employees and agents for any and all claims, liabilities or expenses of any kind whether for injuries to persons or damage to the buildings, equipment or other property arising out of the use of town facilities by the said holder or by others under its express, implied or apparent authority. The above waiver, assumption of liability and indemnification shall be effective and binding, notwithstanding that the condition of the facilities may have caused or contributed to the injury, damage, expense or claim.

Town of Orleans, MA
Wednesday, November 23, 2011

Article VII. Local User Fees, License Fees and Permit Fees

[Adopted 5-12-1992 ATM, Art. 44]

§ 94-8. Restrictions on certain fees set by Board of Selectmen.

Notwithstanding any bylaw to the contrary:

- A. No public facility user fee, license fee or permit fee which is authorized by law or bylaw to be set by the Board of Selectmen shall be valid or collectible if it is increased from the previous year by an amount greater than five percent (5%) unless said increase is approved by a vote of the Town Meeting.
- B. Any said user fee, license fee or permit fee which is authorized by law or bylaw to be set by the Board of Selectmen and is not in effect as of the date of this bylaw initially shall be established by a vote of the Town Meeting.
- C. Nonresident beach parking fees and nonresident ORV beach permit fees shall not be subject to provisions of this bylaw (Article VII).

[Added 5-9-1994 ATM, Art. 14] *Editor's Note: This Article also provided for the renumbering of former § 94-8C as § 94-8D.*

- D. If any provision of this bylaw is held to be invalid, such invalidity shall not effect other provisions which can be given effect without the invalid provisions, and to this end the provisions are declared to be severable.



Board of Selectmen

Public Notice

Regulations for Public Use of Town Hall and Fee

The Board of Selectmen held a public hearing on Monday, May 10, 2010 at 6:00 p.m. in Larkin Hall, Center for Coastal Studies, 5 Holway Avenue, Provincetown and then and there voted to adopt amendments to the Town's Regulations for Public Use of Town Hall and the Associated Fee Schedule as follows:

Fee Type	Fee
Non-Profit Organization	
Rental/Utility Fee per day	\$300
Custodial O.T.	\$32/hr.
Deposit (50% of Rental Fee)	\$150
Cancellation Fee	\$150
<i>Year Rounder's Festival is exempt from Rental Fees</i>	
For-Profit Organization / Individual	
Rental/Utility Fee per day (Multi-day event discount: subsequent days \$2,000)	\$2,500
Custodial O.T.	\$32/hr.
Deposit (50% of Rental Fee)	\$1,250
Cancellation Fee	\$1,250

REGULATIONS FOR PUBLIC USE OF TOWN HALL

Adopted 2/12/90; as amended thru 11/13/95 and effective 1/1/96
Amended 4/27/98 and effective 5/1/98. Amended 2/14/02
Amended 5/10/2010 and effective 5/20/2010

Public use of the Provincetown Town Hall Auditorium and other spaces in Provincetown Town Hall is subject to the following regulations:

1. Prior approval of the Authorizing Officer of the Town. The Authorizing Officer for the Town shall be the Town Manager or designee of the Town Manager.

original is
(6 page document)

Executive Assistant

From: Jeanne Maclauchlan [jeanne.maclauchlan@wellfleet-ma.gov]
Sent: Wednesday, November 23, 2011 10:45 AM
To: 'Executive Assistant'
Subject: this is what I have

Use of Town Property Fees

Provincetown:
For Profit

Non Profit

charge

Rental: No

Rental: \$250.00

Utility Fee: \$150.00

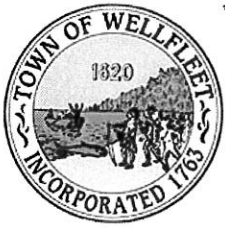
Utility Fee: No Charge

Custodial Fee: \$24.00 per

hour

Custodial Fee: \$250.00

Jeanne Maclauchlan
Principal Clerk
Town of Wellfleet
300 Main Street
Wellfleet, MA 02667
Telephone: (508) 349-0300
Fax: 508 349-0305
jeanne.maclauchlan@wellfleet-ma.gov
www.wellfleet-ma.gov



TOWN OF WELLFLEET

300 MAIN STREET WELLFLEET MASSACHUSETTS 02667

Tel (508) 349-0300 Fax (508) 349-0305

www.wellfleetma.org

To: Board of Selectmen
From: Harry Terkanian, Town Administrator
Subject: Possible Funding for Additional Water System Expansion
Date: December 4, 2013

I spoke with Ron Koontz of the USDA on Tuesday, December 3rd and learned that as a result of the continuing resolution funding the federal government, there are additional USDA funds available for water system construction. Specifically, he asked if we were interested in an additional \$3.5 million consisting of a \$1 million grant and \$2.5 million in loans. He is looking for a commitment, or at least an expression of interest, by the end of December.

Per a conversation with Paul Millet, possible candidates for water system work are: (1) replacement of the existing 4" main on Cole's Neck Road; or (2) completion of the loop from Main Street down Briar Lane to Route 6.

I discussed this with the Board of Water Commissioners last night at their meeting.



TOWN OF WELLFLEET

300 MAIN STREET WELLFLEET MASSACHUSETTS 02667

Tel (508) 349-0300 Fax (508) 349-0305

www.wellfleetma.org

Report of the Beach Parking Task Force

Beach Parking Task Force, established by vote of the Board of Selectmen on June 18, 2013, consisting of Harry Terkanian, Paul Lindberg, Ronald Fisette, Rich Pauley, Terry Gips, Suzanne Thomas, David Rheault, Judy Rogers and Todd LeBart hereby submits its final report to the Wellfleet Board of Selectmen.

The Committee charge is attached as Exhibit A. The major element of which was to recommend possible short and long term solutions to the beach parking issues revealed during the winter of 2012-2013. The committee reviewed the DPW estimate of costs associated with the beach damage sustained during the winter of 2012 – 2013, in particular the cost of restoring the damage from the February 8th 2013 storm. A copy of that estimate is attached as Exhibit B. The total DPW estimate of \$93,820 breaks down as follows: material - \$49,950; DPW man hours \$14,520; equipment rental \$5,400; DPW equipment use costs \$20,950; and fuel estimated at \$3,000. The 2012 – 2013 restoration used much of the Town's stock of suitable material. Clay, mixed with sand is used to construct the pathways from the parking lots down to the beaches. The lots with the higher elevations (Whitecrest and Cahoon Hollow) can require significant quantities of material just for restoring access from the parking to the beach.

The Mass Coastal Zone Management Shoreline Change Project (<http://www.mass.gov/eea/agencies/czm/program-areas/stormsmart-coasts/shoreline-change/>) shows that the historic rate of erosion at Cahoon Hollow averages about 2.75 feet annually. To the extent climate change and sea level rise effect the rate of erosion, the effect would only be to accelerate that rate. At Cahoon Hollow a 27 foot retreat of the face of the dune over a the course of a decade could reduce the Town's parking lot to a drop off/pickup site with little parking beyond that required for staff and emergency needs. The other three ocean beaches have parking areas which extend further back from the face of the bank so the short term these lots is still present but will be less dramatic.

The Committee also requested and received a report on coastal erosion at Cahoon Hollow and Whitecrest beaches. That report is attached as Exhibit C. That report, prepared by Coastal Process Specialist Greg Berman, suggests that rates of erosion at the two beaches studied may show signs of accelerating erosion due to changing weather conditions.

Historical information from the Beach Administrator is that Newcomb Hollow has been cut back 74 feet over the past 22 years and that the other three ocean beaches are at greater risk due to the elevation of the parking lots above the beach. About 5% of the Town's ocean beach parking was lost this past winter and over recent years parking has been reduced from over 1,000 spaces to less than 800.

Todd LeBart reported that the shuttle he sponsored carried 13,000 passengers at a cost of \$1.33 per passenger. The size of the shuttle bus provided was adequate. Initially the route went from the Whitecrest lot to LeCount Hollow, back by the Whitecrest lot and then to Cahoon Hollow and back. During the first 10 days of operation the shuttle to LeCount Hollow was discontinued. During discussion concern about shuttling beachgoers to LeCount Hollow was raised due to the narrowness of the Town's beachfront and the informal consensus was that shuttle service was more appropriate to beaches that could accommodate higher numbers of persons.

The committee considered three possible parking alternatives: (1) enlarge the Whitecrest parking lot at its western edge (on the landward side of Ocean View Drive); (2) create additional parking at the sand pit; and (3) create additional parking on the land on Lawrence Road behind the elementary school ball field and water tower. The latter two alternatives would require shuttle service to provide access to the beaches. If the shuttle is not privately sponsored, the cost of the shuttle should be paid for from parking receipts rather than as a separate charge.

Pros and cons of each site:

Whitecrest has an existing restroom and would only require a shuttle to Cahoon Hollow and/or Newcomb Hollow. However it is in the National Seashore and some coordination with the Seashore may be required to develop it further. Enlarging this lot would not provide relief for Ocean View Drive traffic. Administering an enlarged lot would probably not require additional staff.

The sand pit off West Main Street presents possible environmental issues due to its low elevation and possible drainage issues. The property is also used by the Town for other purposes. Staffing and/or a parking fee system would be required. Traffic on West Main Street would be increased.

The Lawrence Road site is level, but would likely need water and restrooms constructed. It is a short shuttle ride to Cahoon Hollow and Whitecrest. Care would have to be taken to insure that the shuttle does not stop when passing the beach on Long Pond since additional beachgoers there might significantly stress the pond. Staffing or a parking fee system would be required. Ready access to the site from Route 6 at the School Street lights is available. Care would have to be taken to insure that use of a parking lot at this site would not overlap the Elementary School calendar, although this does not appear to be the case. Parking at this site would be within walking distance of downtown and would also be available for other events such as town meetings, wedding receptions, HarborFest, OysterFest, etc.

Developing any of these sites will require permitting and engineering expertise and will not be a short term solution.

The Committee recommends that:

1. The shuttle service from the Whitecrest parking lot to Cahoon Hollow be continued during the 2014 summer season.

2. Feasibility studies be undertaken to evaluate the feasibility of developing both the Lawrence Road site and expanding the Whitecrest beach parking lot and that funds for this purpose be requested at the 2014 annual town meeting.
3. A study be undertaken to plan physical access from Whitecrest and Cahoon Hollow parking lots to the beach including permitting, material, equipment and manpower requirements and that funding for this purpose be requested at the 2014 annual town meeting.

Respectfully Submitted,
Beach Parking Task Force



EXHIBIT A

TOWN OF WELLFLEET

300 MAIN STREET WELLFLEET MASSACHUSETTS 02667
Tel (508) 349-0300 Fax (508) 349-0305
www.wellfleetma.org

To: Board of Selectmen
From: Harry Sarkis Terkanian, Town Administrator
Subject: Proposed Charge for a Beach Parking Task Force
Date: April 25, 2013, Revised June 4, 2013

The Beach Parking Task Force is an ad hoc committee consisting of the DPW, Police and Beach Department heads or their designees, one member of the Conservation Commission, one Member from the Citizens Economic Development Committee and two members from the public at large.

The Task Force is charged with investigating and making recommendations to the Board of Selectmen concerning:

1. the current and long term availability of Town owned beach parking in light of changing environmental conditions;
2. Planning for beach parking and access restoration after storm events.
3. Anticipated future demand for beach parking; and
4. Alternatives for replacing, enlarging or changing the manner in which beach parking is provided including:
 - a. Enlarged parking lots;
 - b. New or Additional parking;
 - c. Metered rather than attendant managed parking;
 - d. Public or private transportation from remote parking to the beaches; and
 - e. Any other alternative solution.

The Task Force shall submit its report and any recommendations to the Board of Selectmen on or before December 6, 2013.

EXHIBIT B

Reestablish Beach Walking Access At:
 Newcomb Hollow, Lecount Hollow and Cahoon Hollow

Number of Days	Yards of Material	Number of Man Hours	Total Number of Man Hours	Cost of Rental for the Skid Steer Loader
2 days	475 yards	16 hrs 10 hrs 10 hrs	36 hrs	\$540.00
3 days	708 yards	24 hrs 24 hrs 24 hrs 24 hrs	102 hrs	\$810.00
5 days	1907 yards	40 hrs 8 Hrs 16 Hrs 24 hrs	154 hrs	\$1,350.00
8 days	1905 yards	48 hrs 24Hrs 24 Hrs 56 hrs	192 hrs	\$2,700.00

484
 5,400

Summary of Reestablishing Beach Walkway Access at:
 Newcomb Hollow, Lecount Hollow, Cahoon Hollow, and
 White Crest Beaches

		Cost
Total Number of Days	18 days	
Total Number of Yards of Material	4995 cubic yards	\$10 per yard \$49,950
Total Number of Man Hours	484	\$30 per hour \$14,520
Total of Skid Steer Rental		\$5,400
Equipment	Front End Loader 114 hours used	\$75 per hour \$8,550
Equipment	Four Trucks 248 hours used	\$50 per hour \$12,400
Fuel Estimate		\$3,000

Total Cost of Restoration **\$93,820**



EXHIBIT C



COASTAL PROCESSES SPECIALIST
WOODS HOLE SEA GRANT | CAPE COD COOPERATIVE EXTENSION
gberman@whoi.edu | gberman@barnstablecounty.org
508-289-3046 | 193 Oyster Pond Road, MS #2, Woods Hole, MA 02543-1525

October 25, 2013

TO: Harry Sarkis Terkanian (Town Administrator, Town of Wellfleet)
CC: **????**
FROM: Greg Berman, Coastal Processes Specialist (WHSG & CCCE)
RE: DRAFT Erosion report for Cahoon Hollow and Whitecrest Beach Parking Lots

Background: Since the inception of the coastal processes position established within WHSG & CCCE, on-site and remote technical assistance on coastal processes has been and continues to be an on-going, effective technical information communication and dissemination tool. Technical assistance relating to coastal processes, shoreline change, erosion control alternatives, coastal landform delineation, potential effects of various human activities on coastal landforms, coastal floodplains, coastal hazards and hazard mitigation analyses, and dune restoration techniques provided in the field and remotely will continue to be provided on an as-needed basis. Site visits generally address site-specific coastal processes or coastal hazards related issues. Follow-up unbiased, written technical analyses are generally provided.

Introduction: Due to recent erosion at several town beaches, Mr. Terkanian (the town administrator) and the Wellfleet Beach Parking Task Force are working to recommend possible short and long term solutions to beach parking issues. Mr. Terkanian contacted the Cape Cod Commission (CCC) to see if there was any planning assistance available. As this work focuses on coastal erosion issues, staff at the CCC recommended that he get in touch with the Coastal Processes Specialist working for both the CCCE and WHSG. Mr. Terkanian then requested an examination of the background coastal processes and recent erosion at Cahoon Hollow Beach and Whitecrest Beach, two town beaches exposed to the Atlantic Ocean that suffered significant erosion during the fall and winter of 2012/2013. A site visit was performed on 10/3/2013.

Site Details: Cahoon Hollow Beach and Whitecrest Beach are both located on the Atlantic Ocean approximately ¼ mile apart (Figure 1). Waves reaching Wellfleet's Atlantic coastline are influenced by meteorological conditions offshore in the Atlantic Ocean and may not represent local conditions. The ocean wave climate is important because it is among the dominant forces shaping the beach. The direction and intensity of ocean wave energy can be depicted by a wave rose. A wave rose graphically

summarizes wave height, frequency, and direction. The United States Army Core of Engineers (USACE) Wave Information Studies (WIS) uses historical meteorological data to calculate hourly wave conditions, which are then verified against measurements from wave buoys. The resultant data set is comprised of twenty years (1980-1999) of wave information, including significant wave height, peak period, and direction once each hour. The wave rose in Figure 2 illustrates the percentage of waves that arrive from a given directional band and the distribution of wave height within that direction band. An open stretch of barrier beach (e.g., both sites examined in this report) is not very sensitive to small changes in the angle of wave attack when compared to an area with headlands and other geographic features that can interrupt wind and waves. It should be noted that these roses are for an area approximately nine miles offshore of the sites, therefore this data is presented to illustrate the general wind and wave patterns for this portion of the coast exposed to ocean waves.

The WIS station has a broad, but fairly consistent, wave direction from between 315 and 180 degrees (Northwest to Southerly) and approximately 83% of the waves during this time had a monthly average height of less than 5', with the highest wave height estimated at 34'. The wave rose of the offshore WIS wave hindcast station shows relatively weak and infrequent waves from the west. The station shows the trend of a higher quantity of waves from the southeast, but a larger significant wave height from the north.

Local wind data was collected from a site (at Whitecrest Beach) in Wellfleet by the UMASS-Renewable Energy Research Laboratory from 11/20/2006 to 11/20/2007(Figure 3). The annual average wind speed, at 60' off the ground, was 12 mph and the prevailing wind direction was West-Southwest, however seasonal trends are apparent in the data. The summer is characterized by lower wind speed and a dominant wind direction from the southwest. Winter is characterized by prevailing northerly winds and higher wind speeds. It should be noted that the peak winds recorded (72 mph) were during storm events in April 2007 (Patriots Day storm) and November 2007.

Site Photographs: A series of photographs were collected at each of the two sites on 10/3/2013. Each of the photographs called out in this section have been selected to highlight potential issues or conditions that might be associated to the erosion at these sites. Six photographs were collected at Cahoon Hollow (referred to in this report as CH-1 to CH-6) and are located at the end of this report. CH-1 shows the recent erosion at the top of the coastal bank. There is now a deep gully where the walking ramp used to be. Additionally the top of the natural coastal bank to the north is significantly higher than the adjacent parking lot. This type of configuration has the potential to focus winds which can further erode the unvegetated sand, however no "blow-out" type features were observed during the site visit. CH-2 shows the recent erosion along the face of the coastal bank. Many small gullies have been created by rainfall impact and the flowing of water down the slope. The water is forming these small gullies due to the higher fine-grained content (i.e., clay added) allowing water to travel along the face of the bank instead of entering the sandy face of the bank to the north and south of the site. CH-3 was taken at the base of the ramp looking back up the deep gully that formed on the ramp. Significant amounts of water were channeled down this access path, either from water flowing down the face of the bank above the

path, or from surface runoff from the parking lot. CH-4 shows a shallow depression on the north side of the parking lot. This may be a location where runoff collects to prevent it from running down the face of the coastal bank, however there is the potential for water pooling in this depression to infiltrate down to a less permeable layer (i.e., clay vs. sand) and flow underground towards the ocean. If this groundwater exits the earth along the face of the bank then it could dramatically exacerbate the erosion. Several bore holes could be performed and the logs examined to see if this type of stratigraphy exists. If this issue exists, steps should be taken to have the retention pond drain to a lower stratigraphic layer that doesn't exit onto the coastal bank. CH-5 shows that the access ramp protrudes towards the ocean in relation to the slope of the coastal bank to the south. The toe of the ramp extends past the toe of the coastal banks to the north and south, which will focus erosion at the ramp. CH-6 shows an area where some of the fine-grained material, which comprised the access ramp, has been deposited. This type of mud cracked surface is significantly different than the surrounding sandy beach and may have ecological impacts, albeit in a very limited extent.

Four photographs were collected at Whitecrest (referred to in this report as WC-1 to WC-4) and are located at the end of this report. WC-1 was taken at the parking lot looking down the access ramp. There are now shallow gullies along the access ramp indicating surface runoff down the access ramp. WC-2 shows the recent erosion along the face of the coastal bank, similar to CH-2. WC-3 shows a deposit of well-sorted, fine-grained sand (white in the photograph). This type of sand will erode much more quickly than the surrounding material and the overall rate of bank erosion in this area will have much to do with the composition of the stratigraphic layers within the coastal bank (e.g., more of this type of sand will speed up the erosion). WC-4 shows the position of the access ramp in relation to the slope of the coastal bank to the south. The ramp extends past the toe of the coastal banks to the north and south (similar to CH-5), although not as much as the ramp at Cahoon Hollow.

Sediment Transport: "The relatively uninterrupted ocean shoreline of Truro and Wellfleet contains no clear indicators of longshore transport, just a few small scale and short-lived sand spits, however the indicated northward transport direction agrees with previous studies and analysis of the fetch and wind patterns. While the exact position of the nodal point, at which the net longshore transport changes from north to south, likely changes year to year it is expected to be located near the Eastham-Wellfleet border. Close to this node there will be relatively large gross transport and little net transport, while the further away you get from this point there will be increasing net transport." For a more thorough background information and examination of longshore sediment transport the reader is referred to the 2011 WHSG/CCCE document: Longshore Sediment Transport, Cape Woods Hole Sea Grant Cod, Massachusetts (available at <http://www.whoi.edu/seagrant/> or <http://www.capecodextension.org/>).

Erosion Rates: The best known erosion data available for this site is the CZM shoreline change project, which, at the best of times, has a significant amount of uncertainty associated with the dataset. The recent (2013) update now quantifies this uncertainty and allows the user to understand the true range

that contains the actual rate, in addition to the “best guess” of the erosion rates at this site. Additionally, project shorelines are delineated at the wet/dry line and not at the top of the bank. While the erosion rates at these two locations are certainly linked there is a somewhat convoluted correlation between them (e.g., 2' of erosion at MHW does not immediately equal 2' of loss at the top of the bank).

Shoreline change transects for Cahoon Hollow Beach are mapped and a table indicating both the long-term (1848-2007) and short-term (1970-2007) rates of change as well as the associated uncertainty (Figure 4). The estimated long-term rate is relatively consistent along this section of shoreline at just under 3' of erosion per year (the actual erosion range is between 1.9' and 3.4' of erosion per year). This is in contrast to the variable short-term erosion rates. The transect closest to the parking lot (OCC-0813) is the most stable section of this area in the short-term, eroding at 1.3' per year, while there is a gradual increase in erosion (up to over 4' per year) to the north and south of OCC-0813. However the high levels of uncertainty associated with the short-term rates make it difficult to confidently determine if the shoreline is eroding (negative values in table) or accreting (positive values in table). For example, while the “best guess” at OCC-0813 is erosion of 1.3'/yr it actually could be anywhere between erosion of 5.9'/yr or accretion of 3.4'/yr. It may be reasonable to use the long-term erosion estimate (~3'/yr) until such a time that additional site specific data is collected that indicates that a different erosion rate is more appropriate.

Shoreline change transects for Whitecrest Beach are also mapped and a table indicating both the long-term and short-term rates in the same format as Cahoon Hollow (Figure 5). The estimated long-term rate is relatively consistent along this section of shoreline at just under 3' of erosion per year (the actual erosion range is between 2.0' and 3.6' of erosion per year). This is in contrast to the variable short-term erosion rates. The transect closest to the parking lot (OCC-0836) is among the most rapidly eroding sections of this area in the short-term, eroding at 3.8' per year, there is a gradual decrease in erosion (down to 1.8' per year) to the south relatively consistent north of OCC-0836. However the high levels of uncertainty associated with the short-term rates make it difficult to confidently determine if the shoreline is eroding (negative values in table) or accreting (positive values in table). For example, while the “best guess” at OCC-0836 is erosion of 3.8'/yr it actually could be anywhere between erosion of 10.4'/yr or accretion of 2.9'/yr. As was the case at Cahoon Hollow, it is likely reasonable to use the long-term erosion estimate (~3'/yr).

LIDAR and Top of Bank shoreline change: LIDAR is an optical remote sensing technology that uses lasers to detect the distance to an object or surface, thereby obtaining detailed elevation data. A series of change-over-time graphs is shown in Figure 6 and 7. These are examples of the type of analysis that can be performed, however the uncertainty for these datasets was not quantified for this report therefore they are intended to illustrate large-scale trends instead of quantifying the volumes of sediment lost to erosion. Each data set represents only the conditions that existed at the time of the survey; they provide no information concerning the changes that occurred between surveys. All three transects from Cahoon Hollow Beach (Figure 6) indicate an eroding coastal bank with significant loss at the higher elevation of the northern transect. The parking lot and locations landward of the elevation

peak appear relatively stable. Whitecrest Beach appears to have less erosion overall, with most of that focused south of the parking lot (Figure 7).

LiDAR Dataset	Sponsoring Agencies	Comments
1998 Winter North East & Great Lakes LiDAR	NOAA USGS NASA	Used in analysis
2000 Fall East Coast LiDAR	NOAA USGS NASA	Used in analysis
2007 USACE New England Topo/Bathy LiDAR	USACE	Bathymetry available, topographic data not readily accessible
2010 USACE LiDAR: Northeast	USACE	Used in analysis
2012 Post Sandy USACE LiDAR - Massachusetts and Rhode Island	USACE	Does not cover the town of Wellfleet

Table indicating the potential LiDAR data sources and if they were used in this report.

Comparison between sites: Cahoon Hollow protrudes further past the adjoining natural toe of bank than Whitecrest, therefore one might expect that this “line in the sand” will be harder to maintain than the one at Whitecrest. Whitecrest has diverse stratigraphic layers exposed on the face of the coast bank and depending on what layers get exposed it could greatly affect the erosion rates at that location. Whitecrest does not seem to have the same degree of runoff issues that Cahoon Hollow experiences. Both are experiencing recent erosion along the face of the coastal bank due to the rainfall and runoff on the clay mixture that comprises the access path.

The short-term shoreline change data indicates that the parking lot at Cahoon Hollow is the slowest eroding (1.3'/yr) portion of a ¼ mile section of beach, despite the high levels of uncertainty associated with these rates. This stability (at MHW, not top of bank) could be due to erosion of the bank providing material to the fronting beach (preserving the position of the wet/dry line) and also due to the addition of sediment at this location in the form of an eroding access path. Whitecrest does not have a similar trend, perhaps due to different management practices or frequency of maintenance. The long-term erosion rate at both these locations is consistent at just under 3'/yr. It should be noted that if the short-term erosion rates were on at the extreme erosional end of the uncertainty (>12'/yr) this might approach storm impacts, however the other extreme (i.e. accretion) is unlikely as it is refuted by recent site observations.

What to expect in 5 years: Erosion is not linear. Storm impacts and other short term, high intensity events make it difficult, if not impossible to predict erosion on a 5-year time frame. It may be reasonable to use the long-term erosion estimate (~3'/yr) for the area, assuming there are no major (or even medium) storm events. This is a MAJOR assumption and one of the failings of using a long-term rate to attempt to predict short-term erosion. Short-term rate erosional range extremes were between 5.9 to 10.4'/yr but cannot be considered a “worst-case-scenario”, as these rates could definitely be experienced during one day in a storm event.

Cahoon Hollow, and to a lesser degree Whitecrest, will likely continue to experience rapid erosion at the protruding ramp area until they align with coastal banks to north and south, then erosion rates should become more consistent (not accounting for coastal management techniques). The longer attempts are made to keep the access path in this exact position the harder it will be to maintain this location as the rest of the coastal bank retreats.

DRAFT

Figure 1. Map showing the location of the two beach parking lots examined in this report.



Figure 2. Map showing a wave rose of the nearest WIS (Wave Information Studies) station to the site. The USACE produces wave climate information for U.S. coastal waters. WIS information is generated by numerical simulation of past wind and wave conditions, a process called hindcasting. (images adapted from <http://wis.usace.army.mil/>)

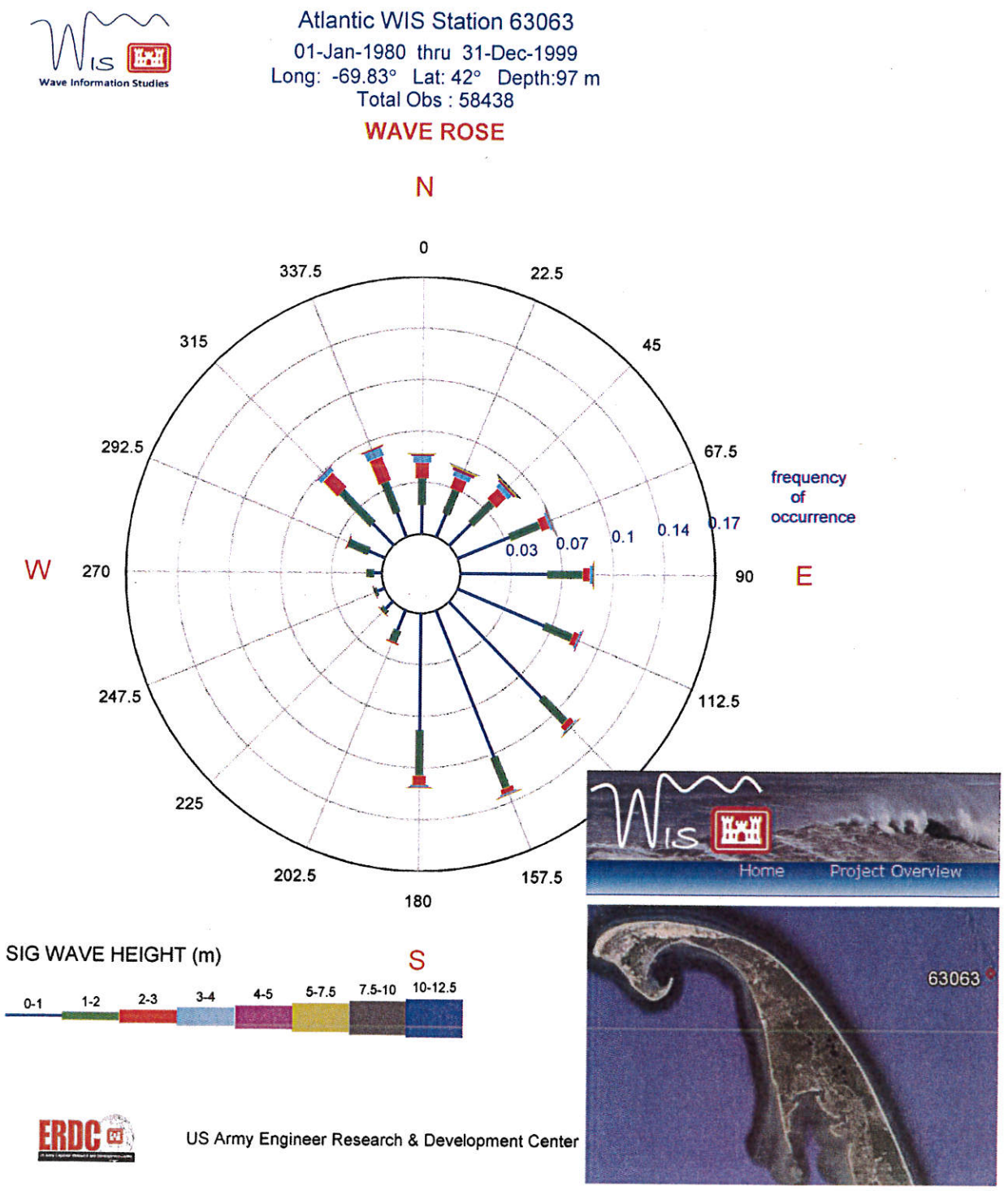



Figure 3. Wind data collected from a site in Wellfleet by the Renewable Energy Research Laboratory, UMASS. Images below are adapted from their Wind Data Report (11/20/2006 – 11/20/2007).




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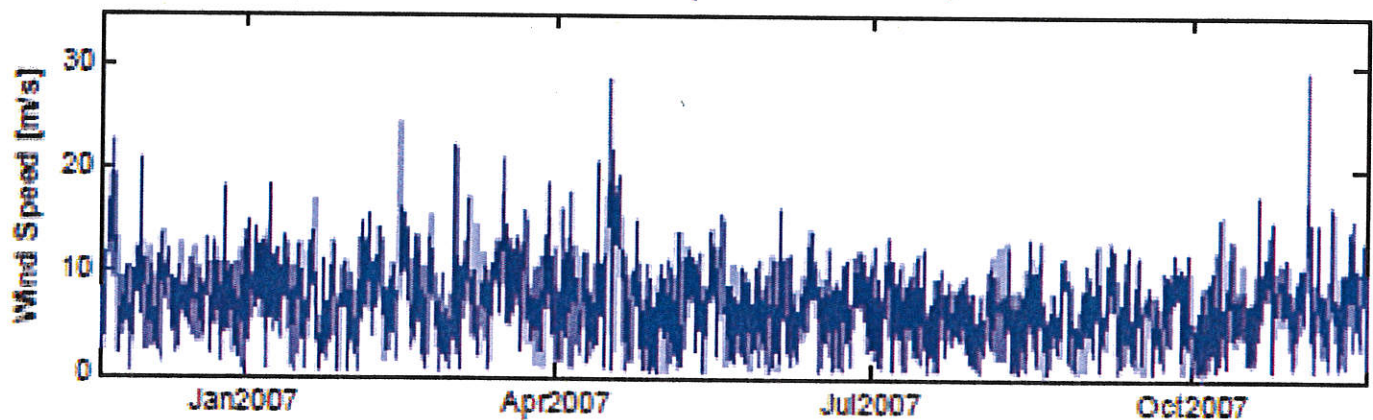
Study Here
I Want a Wind Turbine
About Our Research
About Wind Energy
Partner with the Center
Support the Center

Date	Mean Wind Speed	Max Wind Speed	Prevailing Wind Direction	Mean Wind Speed	Max Wind Speed	Prevailing Wind Direction	Mean Wind Speed	Max Wind Speed	Prevailing Wind Direction
Height	50 m	50 m	50 m	38 m	38 m	38 m	20 m	20 m	20 m
Units	[m/s]	[m/s]	[deg]	[m/s]	[m/s]	[deg]	[m/s]	[m/s]	[deg]
Dec 2006	7.1	21.0	-	6.6	20.0	-	5.4	29.8	WNW
Jan 2007	7.9	18.6	-	7.5	17.2	-	6.1	22.1	NNW
Feb 2007	8.2	24.4	-	7.7	23.7	WNW	6.5	29.1	WNW
Mar 2007	8.8	22.6	-	8.3	21.5	WSW	6.9	23.7	SW
April 2007	8.0	28.8	-	7.7	27.8	SE	6.4	32.1	WNW
May 2007	6.8	15.6	-	6.5	15.4	WSW	5.4	18.7	WSW
June 2007	7.0	16.6	-	6.6	15.7	WSW	5.5	16.8	WSW
July 2007	5.8	13.4	-	5.4	12.8	WSW	4.5	19.5	WSW
Aug 2007	5.9	13.0	-	5.5	12.6	WSW	4.5	19.1	WSW
Sept 2007	6.3	12.7	-	6.0	12.3	WSW	4.9	16.4	WSW
Oct 2007	6.5 ¹	17.6 ¹	-	6.2	16.6	W	5.1	22.9	WSW
Nov 2007	7.5 ¹	29.8 ¹	-	7.2	27.9	SW	6.0	32.1	SW
Nov 20, 2006-Nov 20, 2007	7.2 ²	29.8 ²	-	6.8	27.9	-	5.6	32.1	WSW



Anemometer at Wellfleet
 Data starting from: 11/20/2006
 Until: 4/11/2008
 Maximum height: 50 m
 Instruments at 3 heights

Wellfleet Wind Speed Time Series, 50m



Cahoon Hollow Photograph 1 (CH-1).

This image shows the recent erosion at the top of the coastal bank. There is now a deep gully where the walking ramp used to be. Additionally note the relatively high elevation of the top of the natural coastal bank to the north when compared to the parking lot.

The red arrow on the image to the right indicates the location and direction of the photograph at the bottom of this page.



Cahoon Hollow Photograph 2 (CH-2).

This image shows the recent erosion along the face of the coastal bank. Many small gullies have been created by rainfall impact and the flowing of water down the slope.

The red arrow on the image to the right indicates the location and direction of the photograph at the bottom of this page.



Cahoon Hollow Photograph 3 (CH-3).

This image was taken at the base of the ramp looking back up the deep gully that formed on the ramp.

The red arrow on the image to the right indicates the location and direction of the photograph at the bottom of this page.



Cahoon Hollow Photograph 4 (CH-4).

This image shows a shallow depression on the north side of the parking lot. This may be a location where runoff collects.

The red arrow on the image to the right indicates the location and direction of the photograph at the bottom of this page.



Cahoon Hollow Photograph 5 (CH-5).

This image shows the position of the access ramp in relation to the slope of the coastal bank to the south. The ramp extends past the toe of the coastal banks to the north and south.

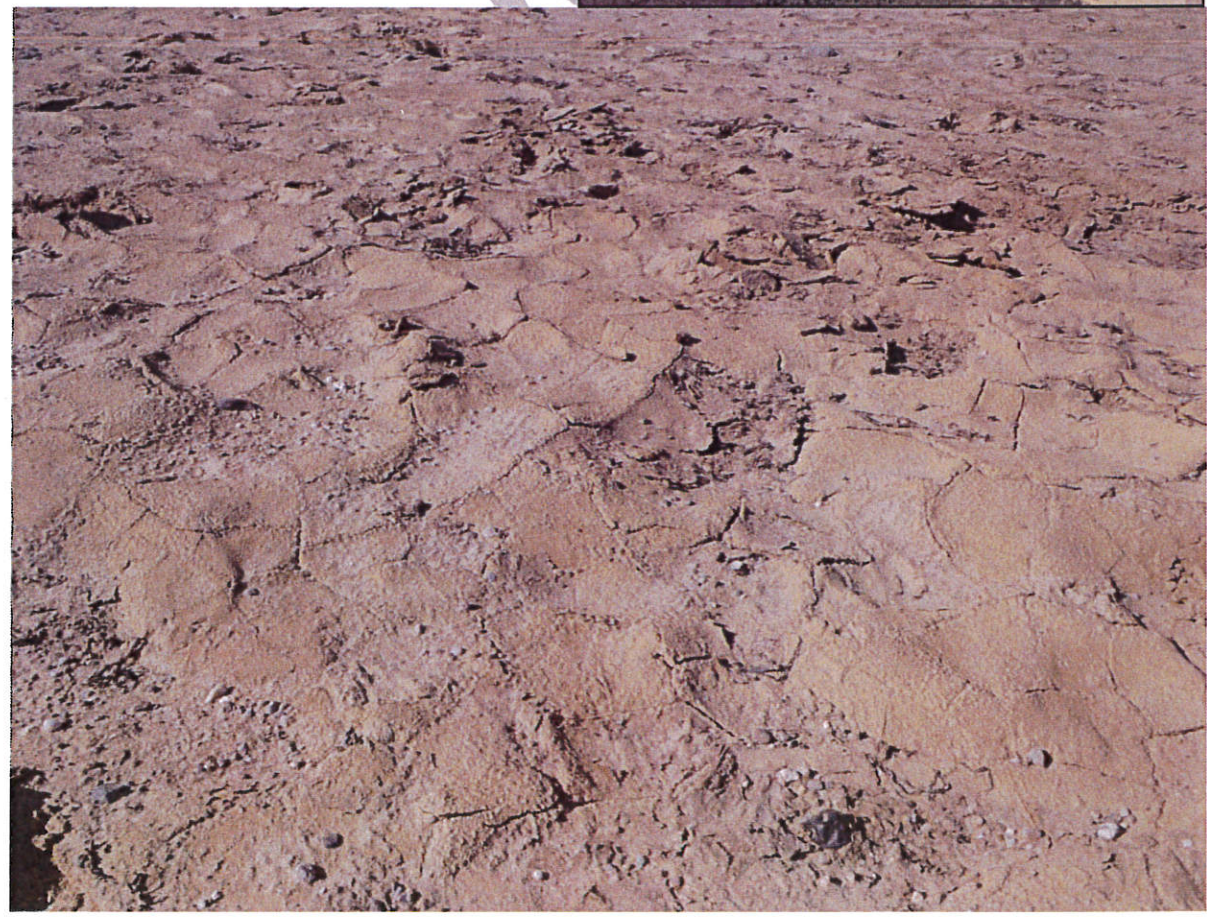
The red arrow on the image to the right indicates the location and direction of the photograph at the bottom of this page.



Cahoon Hollow Photograph 6 (CH-6).

This image shows an area where some of the fine-grained material, that comprised the access ramp, has been deposited. This type of mud cracked surface is significantly different than the surrounding sand beach.

The red arrow on the image to the right indicates the location and direction of the photograph at the bottom of this page.



Whitecrest Photograph 1 (WC-1).

This image was taken at the parking lot looking down the access ramp. There are now shallow gullies along the access ramp.

The red arrow on the image to the right indicates the location and direction of the photograph at the bottom of this page.



Whitecrest Photograph 2 (WC-2).

This image shows the deep gully at the bottom of the access ramp as well as the many small gullies have been created by rainfall impact and the flowing of water down the slope.

The red arrow on the image to the right indicates the location and direction of the photograph at the bottom of this page.



Whitecrest Photograph 3 (WC-3).

This image shows a deposit of well-sorted, fine-grained sand (white in the photograph) .

The red arrow on the image to the right indicates the location and direction of the photograph at the bottom of this page.



Whitecrest Photograph 4 (WC-4).

This image shows the position of the access ramp in relation to the slope of the coastal bank to the south. The ramp extends past the toe of the coastal banks to the north and south, although not as much as the ramp at Cahoon Hollow.

The red arrow on the image to the right indicates the location and direction of the photograph at the bottom of this page.

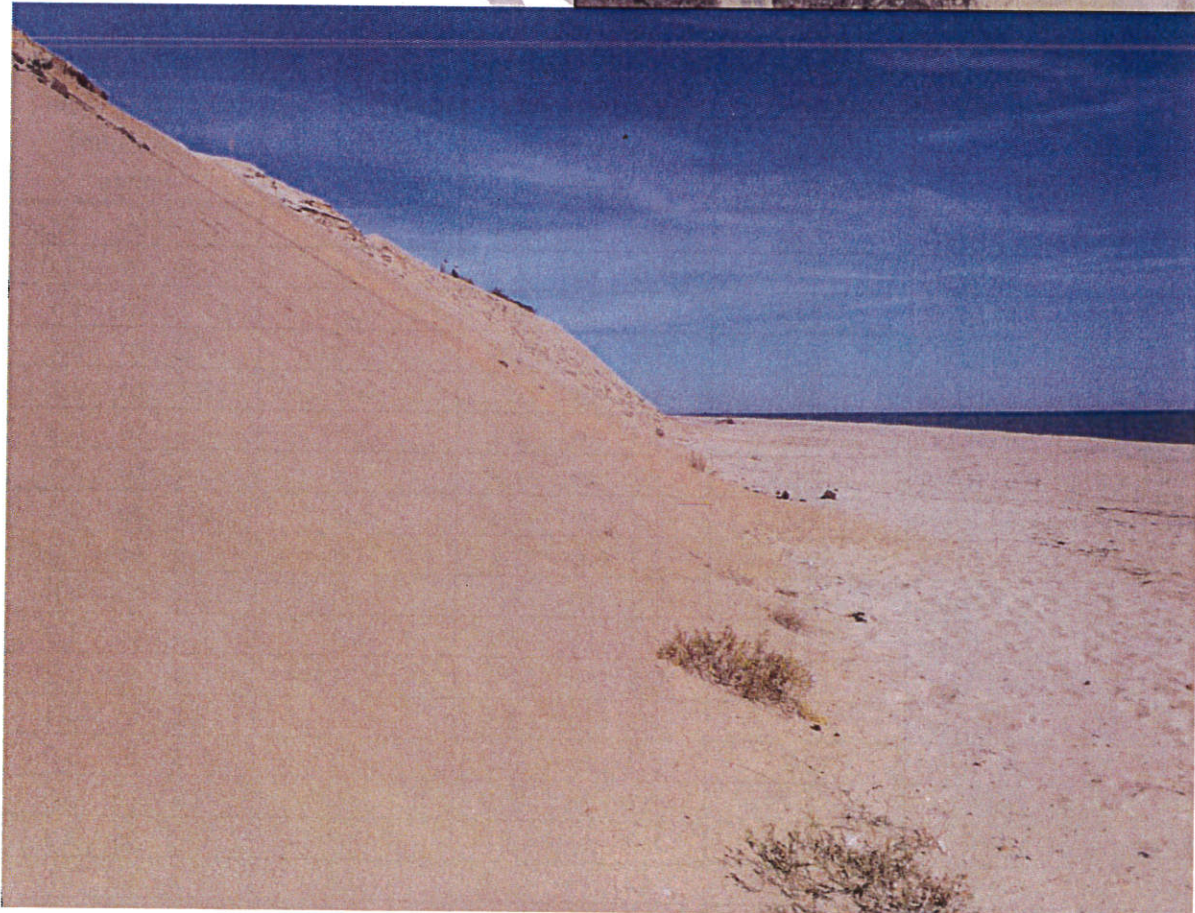
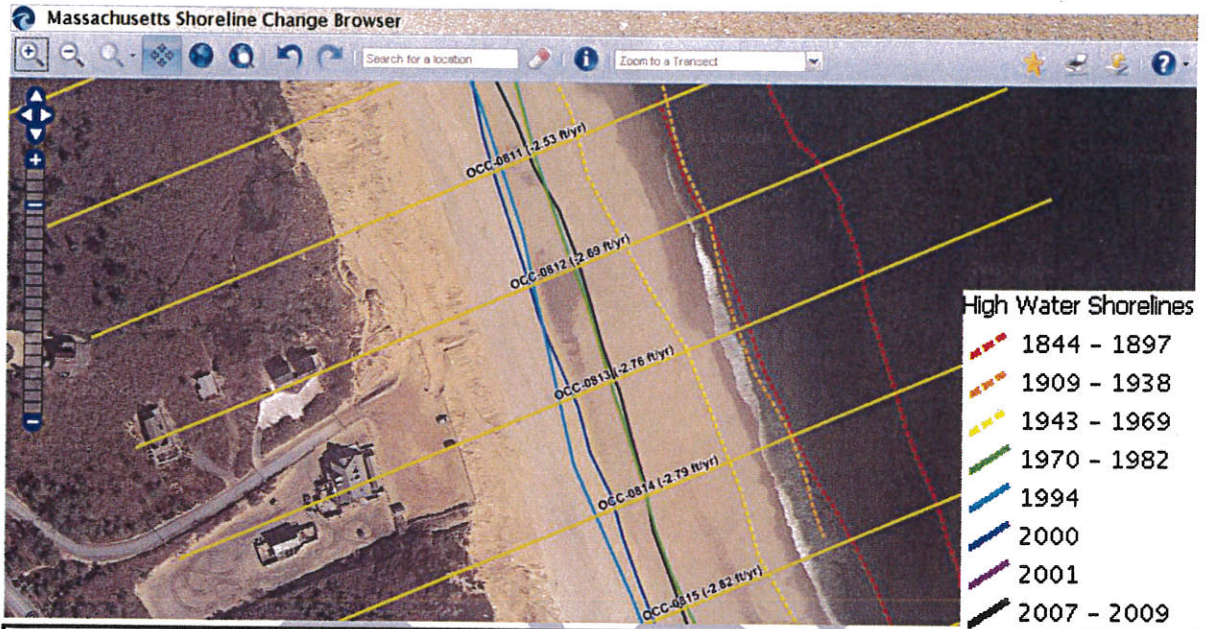
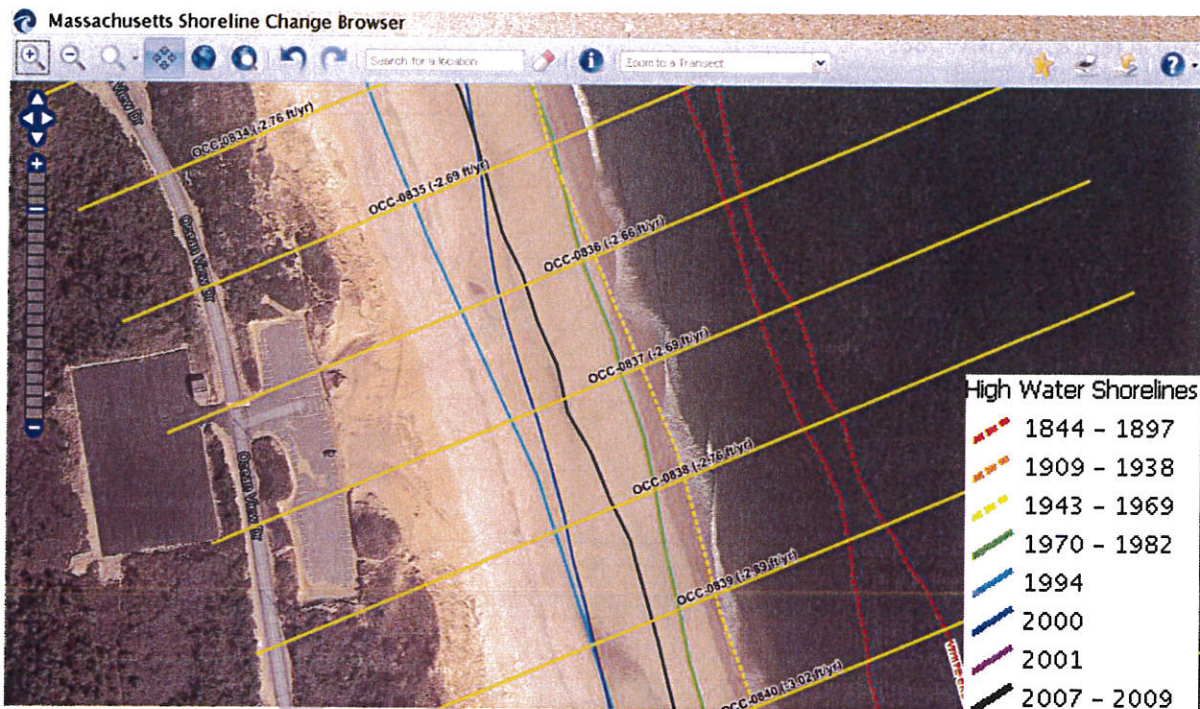


Figure 4. The image at the top of the page is a screenshot from the Massachusetts Shoreline Change Project on the Massachusetts Ocean Resource Information System (MORIS) focused on Cahoon Hollow Beach. The spreadsheet below the image contains data extracted from individual transect data downloaded from MORIS. The transect highlighted in yellow is closest to the parking lot with transects above located north of the parking lot and below being south of the parking lot.



LABEL	Longterm Rate (feet/year) "Best Guess"	Longterm Rate (feet/year) Range	Shortterm Rate (feet/year) "Best Guess"	Shortterm Rate (feet/year) Range
OCC-0805 (-2.79 ft/yr)	-2.8	-3.2 to -2.4	-4.3	-6.0 to -2.5
OCC-0806 (-2.56 ft/yr)	-2.6	-3.0 to -2.1	-3.9	-6.9 to -1.0
OCC-0807 (-2.49 ft/yr)	-2.5	-3.0 to -2.0	-2.9	-7.2 to 1.5
OCC-0808 (-2.46 ft/yr)	-2.5	-3.1 to -1.8	-1.8	-7.3 to 3.7
OCC-0809 (-2.46 ft/yr)	-2.5	-3.0 to -1.9	-1.5	-5.2 to 2.1
OCC-0810 (-2.66 ft/yr)	-2.7	-3.3 to -2.1	-1.7	-4.1 to 0.8
OCC-0811 (-2.53 ft/yr)	-2.5	-3.1 to -1.9	-1.5	-5.0 to 2.0
OCC-0812 (-2.69 ft/yr)	-2.7	-3.3 to -2.1	-1.3	-6.0 to 3.4
OCC-0813 (-2.76 ft/yr)	-2.8	-3.3 to -2.2	-1.3	-5.9 to 3.4
OCC-0814 (-2.79 ft/yr)	-2.8	-3.4 to -2.2	-1.3	-5.3 to 2.8
OCC-0815 (-2.82 ft/yr)	-2.8	-3.2 to -2.4	-1.4	-4.8 to 1.9
OCC-0816 (-2.82 ft/yr)	-2.8	-3.2 to -2.4	-2.1	-6.4 to 2.2
OCC-0817 (-2.79 ft/yr)	-2.8	-3.3 to -2.3	-2.0	-8.1 to 4.1
OCC-0818 (-2.69 ft/yr)	-2.7	-3.3 to -2.1	-2.2	-9.3 to 5.0
OCC-0819 (-2.66 ft/yr)	-2.7	-3.2 to -2.1	-3.0	-9.6 to 3.5
OCC-0820 (-2.69 ft/yr)	-2.7	-3.2 to -2.2	-3.8	-9.8 to 2.2
OCC-0821 (-2.76 ft/yr)	-2.8	-3.4 to -2.2	-4.6	-10.9 to 1.8
OCC-0822 (-2.82 ft/yr)	-2.8	-3.4 to -2.2	-4.7	-10.7 to 1.4

Figure 5. The image at the top of the page is a screenshot from the Massachusetts Shoreline Change Project on the Massachusetts Ocean Resource Information System (MORIS) focused on **Whitecrest Beach**. The spreadsheet below the image contains data extracted from individual transect data downloaded from MORIS. The transect highlighted in yellow is closest to the parking lot with transects above located north of the parking lot and below being south of the parking lot.



LABEL	Longterm Rate (feet/year) "Best Guess"	Longterm Rate (feet/year) Range	Shortterm Rate (feet/year) "Best Guess"	Shortterm Rate (feet/year) Range
OCC-0828 (-2.72 ft/yr)	-2.7	-3.2 to -2.2	-3.2	-8.9 to 2.6
OCC-0829 (-2.92 ft/yr)	-2.9	-3.5 to -2.4	-3.0	-8.7 to 2.8
OCC-0830 (-2.95 ft/yr)	-3.0	-3.6 to -2.3	-3.4	-10.1 to 3.4
OCC-0831 (-2.92 ft/yr)	-2.9	-3.6 to -2.3	-3.5	-11.1 to 4.0
OCC-0832 (-2.85 ft/yr)	-2.9	-3.5 to -2.2	-3.4	-11.6 to 4.7
OCC-0833 (-2.76 ft/yr)	-2.8	-3.5 to -2.0	-3.5	-12.4 to 5.4
OCC-0834 (-2.76 ft/yr)	-2.8	-3.5 to -2.0	-3.9	-12.5 to 4.6
OCC-0835 (-2.69 ft/yr)	-2.7	-3.4 to -2.0	-4.0	-11.7 to 3.7
OCC-0836 (-2.66 ft/yr)	-2.7	-3.3 to -2.0	-3.8	-10.4 to 2.9
OCC-0837 (-2.69 ft/yr)	-2.7	-3.3 to -2.1	-3.8	-9.6 to 2.0
OCC-0838 (-2.76 ft/yr)	-2.8	-3.3 to -2.2	-3.4	-9.7 to 3.0
OCC-0839 (-2.89 ft/yr)	-2.9	-3.5 to -2.3	-2.9	-9.4 to 3.7
OCC-0840 (-3.02 ft/yr)	-3.0	-3.5 to -2.5	-2.9	-9.0 to 3.3
OCC-0841 (-3.08 ft/yr)	-3.1	-3.5 to -2.6	-2.7	-8.2 to 2.9
OCC-0842 (-3.05 ft/yr)	-3.1	-3.5 to -2.6	-2.4	-7.5 to 2.7
OCC-0843 (-2.99 ft/yr)	-3.0	-3.3 to -2.6	-2.3	-6.1 to 1.5
OCC-0844 (-2.92 ft/yr)	-2.9	-3.2 to -2.6	-1.8	-4.7 to 1.1
OCC-0845 (-3.02 ft/yr)	-3.0	-3.4 to -2.6	-1.8	-4.0 to 0.4

Figure 6. Three graphs of topographic profiles, extracted from LiDAR data, are presented in the figure below. Each graph only covers one transect (i.e., the same beginning and end point) for three different periods of LiDAR collection (1998 Winter North East & Great Lakes LiDAR, 2000 Fall East Coast LiDAR, and 2010 USACE LiDAR: Northeast...all downloaded from NOAA Digital Coast). The image at the top right-hand corner of the graph is a small map indicating the location of all extracted transects at **Cahoon Hollow Beach** (in yellow) and the transect data that informs the associated graph (in red). Elevation data in feet above NAVD88.

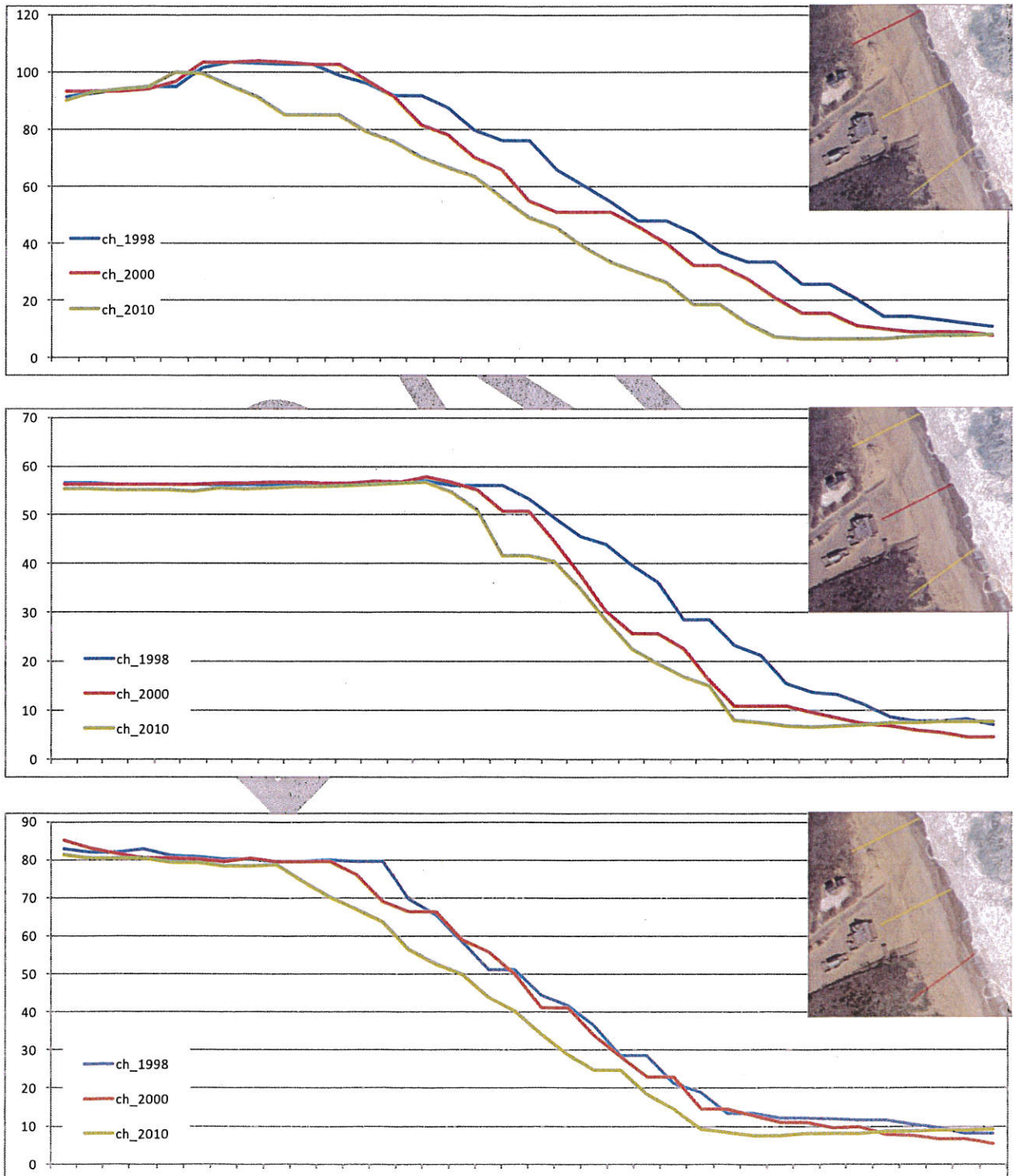
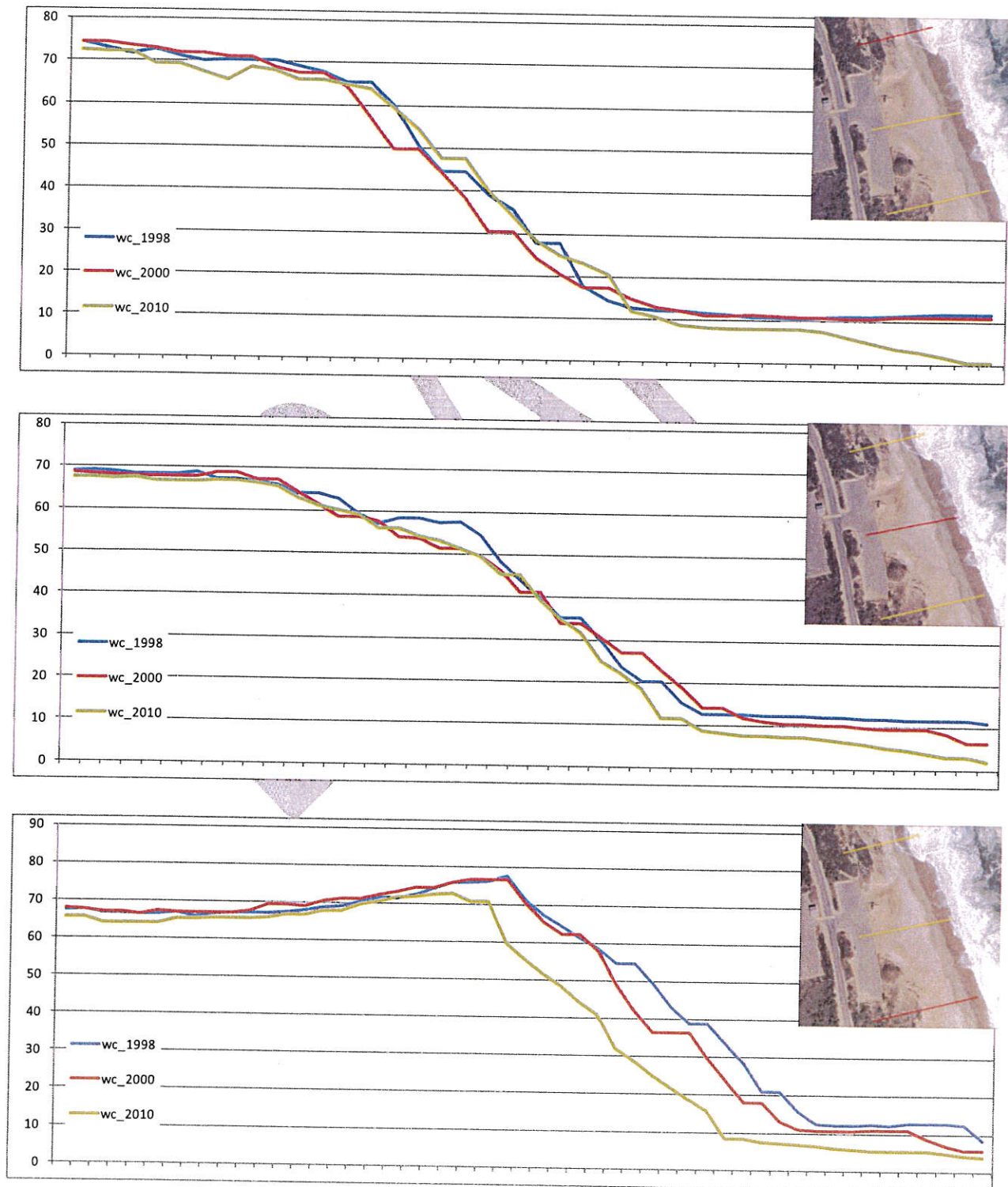


Figure 7. Three graphs of topographic profiles, extracted from LiDAR data, are presented in the figure below. Each graph only covers one transect (i.e., the same beginning and end point) for three different periods of LiDAR collection (1998 Winter North East & Great Lakes LiDAR, 2000 Fall East Coast LiDAR, and 2010 USACE LiDAR: Northeast...all downloaded from NOAA Digital Coast). The image at the top right-hand corner of the graph is a small map indicating the location of all extracted transects at **Whitcrest Beach** (in yellow) and the transect data that informs the associated graph (in red). Elevation data in feet above NAVD88.



Amy Voll

From: championlandscape1@gmail.com on behalf of Marshfield Citizens Coastal Coalition [info@marshfieldcoastalcoalition.org]
Sent: Wednesday, November 27, 2013 6:04 AM
To: Joe Rossi
Subject: Massachusetts Coastal Coalition Letter to Congress
Attachments: letter to washington.pdf

Good Morning,

As you may know, the FEMA flood insurance and FEMA flood mapping issue is one of the biggest issues to ever impact our local communities, state, and nation. There is hope, in bill H.R. 3370, that puts a 4-year pause on the Biggert-Water acts rates for most properties. The feeling in Washington is cautiously optimistic that the bill will pass.

Attached is a letter we the Massachusetts Coastal Coalition, a newly formed regional coalition, has written in hopes to convince those senators and representatives at the U.S. level, who may not be in favor, to vote in favor of H.R. 3370. Please let us know if you would like your community or organization to be a co-signer to our letter. We also encourage you to send this letter on your own to as may U.S. representatives and senators as possible to show a united voice in voting in favor of H.R. 3370.

Pease let us know if you would like to be co-signers and also if you would like to participate in regular meetings and emails of the Massachusetts Coastal Coalition.

Please feel free to contact me with any questions,

Thank you,

Joe Rossi

Chair

Marshfield Citizens Coastal Coalition

www.marshfiedcoastalcoalition.org

Massachusetts Coastal Coalition
www.massachusettscoastalcoalition.org

November 24, 2013

Congress of the United States
House of Representatives
Washington, D.C. 20515

Dear Representative,

We are asking you to vote yes in favor of H.R. 3370 so flood prone middle class communities across the U.S. will not be devastated with BW-12. All communities will see flood insurance premiums rise astronomically. **We need to bring back affordability to residences and businesses with H.R. 3370.**

As of October 1, 2013, the triggered increases from BW-12 have caused some homeowners to abandon their homes because they cannot afford the premiums now added to their mortgage payments. Some have seen their mortgage payments double, triple, and even quadruple. BW-12 eliminates the stability of a 30-year fixed mortgage and replaces it with uncertainty, possibly even greater than that of a variable mortgage.

While flood prone properties may be perceived as homes for the wealthy, in reality in New England, these flood prone properties are middle class families with middle class homes and middle class incomes. Here are some facts about homeowners here in Plymouth County:

- The average home value in Plymouth County is \$349,000
- The average home income in Plymouth County is \$74,698
- The max value of insurance on any structure under the NFIP is \$250,000 and max content coverage is \$100,000

This means that the average home insured to the max has about 70% coverage, which is crucial to middle class homeowners and banks. This is the same coverage afforded to a five million dollar property, where max coverage would be about 5% of the home's value. Flood insurance is not "fat cat" insurance, but protection for middle class communities, tax bases, and economic stability.

BW-12 will further cripple our nation as FEMA re-maps the rest of the country, including rivers, lakes, as well as coastal areas. By 2017, all coastal and Great Lake communities will be re-mapped. It has not yet been announced when, but FEMA will continue to re-map inland river areas. At some point in the near future, the entire U.S., all 21,000 NFIP communities, will be drastically impacted by BW-12, and all affordability lost.

The purpose of BW-12 was to continue the NFIP, and add sustainability to its continued success of never having used taxpayer funds. BW-12, because of, in Representative Maxine Water's words, "unintended consequences", actually forces homeowners out of their homes, reducing participation in the NFIP. **We need to bring back affordability and certainty to residences and businesses with H.R. 3370.**

We would appreciate your careful consideration to the H.R. 3370 bill,

Sincerely,

Massachusetts Coastal Coalition
Marshfield Citizens Coastal Coalition

TOWN OF WELLFLEET

BOARD OF SELECTMEN 2014 MEETING SCHEDULE

REGULARLY SCHEDULED AT 7:00 P.M. ON THE SECOND AND FOURTH TUESDAYS OF THE MONTH.

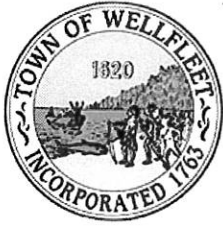
BOARD OF SELECTMEN MEETINGS WILL BE HELD AT THE COUNCIL ON AGING UNLESS OTHERWISE NOTED.

2013 Board of Selectmen Meeting Dates	Location of Meeting	Filing Deadline for Board Agenda Items
January 14	COA	January 9
January 28	COA	January 23
February 11	COA	February 6
February 25	COA	February 20
March 11	COA	March 6
March 25	COA	March 20
April 8	COA	April 3
April 22	COA	April 17
April 28 (6:00 p.m.)	School	April 24
May 13	COA	May 8
May 27	COA	May 22
June 10	COA	June 5
June 24	COA	June 19
July 8	COA	July 3
July 22	COA	July 17
August 12	COA	August 7
August 26	COA	August 21
September 9	COA	September 4
September 23	COA	September 18
October 14	COA	October 9
October 28	COA	October 23
November 11	COA	November 6
November 25	COA	November 20
December 9	COA	December 4
December 23	COA	December 18

ADDITIONAL MEETINGS MAY BE SCHEDULED AS NEEDED.

LEGAL HOLIDAYS TOWN HALL WILL BE CLOSED

January 1, 2014 New Year's Day - Observed	Jan 20, 2014 MLK Day	Feb 17, 2014 Presidents' Day
April 21, 2014 Patriots' Day	May 26, 2014 Memorial Day	July 4, 2014 Independence Day
September 1, 2014 Labor Day	October 13, 2014 Columbus Day	November 11, 2014 Veterans Day
Nov 27, 2014 Thanksgiving Day	December 25, 2014 Christmas Day	



TOWN OF WELFLEET

300 MAIN STREET WELLFLEET MASSACHUSETTS 02667
Tel (508) 349-0300 Fax (508) 349-0305
www.wellfleetma.org

To: Board of Selectmen
From: Harry Sarkis Terkanian, Town Administrator
Subject: Town Administrator's Report
Date: December 6, 2013

This report is for the period November 22, 2013 through December 5, 2013.

- 1 FY 2015 Budget and Capital Plan prepared.
- 2 Noise complaint. I've received several noise complaints about the amplified sound levels of the Perl's live entertainment this past summer. These issues should be addressed as part of the renewal of the Pearl's entertainment and/or business licenses.
- 3 NStar Integrated Vegetation Management Plan. On November 25th Gerry McDermott, NStar's Community Relations person left a message with me that Wellfleet will be on NStar's yearly operating plan ("YOP") for vegetation management and plans to treat it's right of way in Wellfleet. NStar will be filling with the Mass Dept. of Agriculture and we will receive notice of a 45 day comment period.
- 4 Municipal broadband service. Met on December 4th to evaluate the technical responses to the County RFP for municipal broadband services. Two responses were received. One was disqualified due to a missing signature. The evaluation committee has recommended that the RFP be rebid.
- 5 208 Water Quality. Met on November 21 with commission staff and Wellfleet officials to discuss how Wellfleet's work to date fits with the Commission's plans. Final stakeholder's meeting held on December 2, 2013. All Wellfleet participants are continuing to advocate the sustainable, low cost solution proposed by the Wastewater committee as the preferred alternative.
- 6 Herring River Restoration. Next meeting January 22, 2014.
- 7 Town web site – redesign in progress.
- 8 Public Works Projects:
 - a. Elementary School Roof. No change. Schematic design (drawings 30% complete) package including cost estimate submitted to MSBA on December 4th. MSBA action expected by January 29, 2014. Project is still on schedule for funding at the 2014 ATM and construction in July & August 2014.
 - b. Water System Expansions. Construction has begun. USDA has offered an additional grant/loan for further expansion.
 - c. Route 6 & Mains Street intersection redesign. Letter requesting inclusion on the Transportation Improvement Plan sent November 15, 2013.
 - d. Tennis Courts Reconstruction. CPA grant application has been filed by the Recreation Director and on CPC agenda for December 18th.

- e. Hamblin Park. Substantially complete.
 - f. COA Garden Project. No change.
 - g. Baker Field restrooms. Designer selection committee met with the architect November 14th and will meet on December 9th to make a selection. I have requested a fee proposal for a contract award by the Board on December 10th.
 - h. Alarm System for town hall. No action this period.
 - i. Key card entry system for COA. Purchase order signed.
 - j. Police Station. Responses to the study RFQ due December 19th.
 - k. Waterfront Needs Study & Shellfish Building. ATA King has been asked to prepare a RFP for a study of waterfront space needs to include the harbor master building, beach sticker building and shellfish building.
 - l. Wireless communication links between town hall, harbor master and beach sticker office. Looking at the cost of adding the recreation building at Baker Field.
 - m. Library Reading Room Addition. No change.
 - n. Housing Authority Long Pond Road Project. No change.
- 9 Other Procurement Projects:
- a. Wellfleet Cable TV Channel. Assigned to ATA King, working with Tom Cole to prepare a RFP for equipment purchase and installation.
 - b. Ambulance Replacement. Final vehicle specifications prepared by the Fire Department. Assigned to ATA King for procurement.
- 10 Personnel Matters:
- a. Administrative actions: None.
 - b. Current employment vacancies (Charter 5-3-2 (i)):
 - i. One police officer due to Jonathan Taylor's retirement. Chief Fisette will be requesting an appointment on December 10th.
 - ii. DPW. Two vacancies: equipment operator positions. Both have been advertised. Two other employees are on restricted duty due to injury.
 - iii. Building – Building Inspector is part time.
 - iv. Health – Assistant health agent position is vacant. Health agent proposes to fill it on a part time basis using the funding previously appropriated which is currently being used to contract with the County one day a week.
 - v. On December 5th we received a Firefighter/EMT resignation effective December 13th. Chief Pauley will be requesting authorization to fill the vacancy on December 10th. Firefighter/EMT turnover, and to a lesser degree, police officer turnover will be continuing problems for Outer Cape towns due to a number of issues including housing and advancement opportunities. Thought should be given to how better to provide these services.
- 11 Mass. Certified Public Purchasing Officer.
- a. Tim King and I are confirmed for the Goods and Services course December 10 – 12 at Mass Maritime. For me, this is the third of three required courses for MCPPO certification.

TOWN ADMINISTRATOR'S REPORT TO THE SELECTMEN

- 12 Wellfleet TV – Cable TV Chanel. No change. Tim working on a RFP for broadcast equipment with Tom Cole.



Town of Wellfleet Committee Vacancies

To: Harry Terkanian
From: Amy Voll
Re: Appointments to Town Boards

Date: December 10, 2013

The report format provides the appointing authority with a comprehensive view of vacant positions on each Town Board. Each table identifies the amount and type of positions that are vacant, the authority for making the appointment and the length of the term. Following the table contains names of individuals requesting consideration to fill a vacancy.

Barnstable Human Rights Commission (1 Wellfleet Representative)

Vacant Positions	Appointing Authority	Length of Term
1 Position	Board of Selectmen	3 years

Requesting Appointment: No applications on file.

Building Needs & Assessment Committee (5 Members)

Vacant Positions	Appointing Authority	Length of Term
1 Position	Board of Selectmen	3 years

Requesting Appointment: No applications on file.

Bylaw Committee (3 Members)

Vacant Positions	Appointing Authority	Length of Term
1 Position	Moderator	3 years

Requesting Appointment: No applications on file.

Commission on Disabilities (up to 7 Members)

Vacant Positions	Appointing Authority	Length of Term
4 Positions	Board of Selectmen	3 years

Requesting Appointment: No applications on file.

Energy Committee (7 Members, 2 Alternates)

Vacant Positions	Appointing Authority	Length of Term
1 Alternate Position	Board of Selectmen	2 years

Requesting Appointment: No applications on file.

Herring Warden (1 Warden, 1 Assistant Warden)

Vacant Positions	Appointing Authority	Length of Term
1 Position	Board of Selectmen	3 years
1 Assistant Position	Board of Selectmen	3 years

Requesting Appointment: No applications on file.

Historical Commission (7 Members)

Vacant Positions	Appointing Authority	Length of Term
1 Position	Board of Selectmen	3 years

Requesting Appointment: No applications on file.

Local Comprehensive Planning Implementation Committee (5 Members)

Vacant Positions	Appointing Authority	Length of Term
1 Position	Board of Selectmen	3 years

Requesting Appointment: No applications on file.

Recycling Committee (9 Members)

Vacant Positions	Appointing Authority	Length of Term
1 Position	Board of Selectmen	3 years

Requesting Appointment: No applications on file.

Personnel Board (4 Community Members)

Vacant Positions	Appointing Authority	Length of Term
1 Position	Board of Selectmen	6/30/2015

Requesting Appointment: No applications on file.

Shellfish Advisory Committee (7 Members, 2 Alternates)

Vacant Positions	Appointing Authority	Length of Term
1 Alternate Position	Board of Selectmen	3 years

Requesting Appointment: No applications on file.

**Wellfleet Board of Selectmen
Minutes of the Meeting of November 26, 2013
Council On Aging Building, 7:00 p.m.**

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

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

Announcements, Open Session and Public Comment

- Town Administrator Harry Terkanian announcements:
 - PAYT begins for residential customers this coming Sunday, December 1, 2013. Bags are available at multiple locations in Wellfleet and Orleans and the Recycling Committee will be selling them at the transfer station for a limited time beginning on Saturday, November 30, 2013.
 - The Water System expansion groundbreaking is on Wednesday, December 4, 2013.
 - The Personnel Board is looking for the appointment of a new member to fill a vacancy.
- Joel Fox said that the boat ramp is blocked at Gull Pond. Terkanian said that there was remediation at the site. Terkanian will assess status with Suzanne Thomas and get back to Mr. Fox.
- Gary Joseph asked for the status of the Rt. 6/Main Street intersection. Bruinooge suggested appropriating \$50,000 at Town Meeting for engineering so that the funds are available when the project is approved.

Licenses

Motion 14-0089: Murphy moved to approve the Annual Liquor License renewals: Blackfish Variety, Bookstore & Restaurant, Finely J.P.'s, JB's Pizza Bar & Grill, Lighthouse Restaurant, PB Boulangerie Bistro, Seaside Liquors, Wicked Oyster, Wellfleet Harbor Actor's Theater – Route 6, Wellfleet Marketplace, Wellfleet Mobil, Wellfleet Preservation Hall, Wellfleet Spirits Shoppe, Wellfleet Town Pizza, Wicked Oyster. Morrissey seconded the motion and it passed 3-0.

Appointments

Motion 14-0090: Morrissey moved to approve the appointment of Mark Vincent and Ronald Fisette to the Designer Selection Committee for the police station needs study [indefinite term]. Murphy seconded the motion and it passed 3-0.

Motion 14-0091: Murphy moved to approve the appointment of Jonathan Taylor as a Special Police Officer [appointment period from November 26, 2013 to June 30, 2015]. Morrissey seconded the motion and it passed 3-0.

Motion 14-0092: Morrissey moved to approve the appointment of Richard Elkin to the Cape Light Compact Governing Board, Wellfleet representative [indefinite term]. Murphy seconded the motion and it passed 3-0.

Motion 14-0093: Morrissey moved to approve the appointment of Marcus Springer to the Cape Light Compact Governing Board, Wellfleet alternate [2 year term ending June 30, 2015]. Morrissey seconded the motion and it passed 3-0.

Motion 14-0094: Murphy moved to approve the appointment of Vasilios Katsavrias to the Energy Committee, regular member [3 year term ending June 30, 2016]. Morrissey seconded the motion and it passed 3-0.

Public Hearing(s) [7:15]

Motion 14-0095: Morrissey moved to approve the application received November 7, 2013 from John W. Pontius requesting the closing of Finely J.P.'s Restaurant from Sunday, December 8, 2013 through Thursday,

January 16, 2014 and reopening Friday, January 17, 2014. This closing time will be used for general cleaning and maintenance. Murphy seconded the motion and it passed 3-0.

Motion 14-0096: Murphy moved to approve the application received November 1, 2013 from Ken Kozak to close The Wicked Oyster from Monday, December 2, 2013 through Wednesday, January 15, 2014. Morrissey seconded the motion and it passed 3-0.

Use of Town Property

Motion 14-0097: Morrissey moved to approve the application received from Linda Pickard of the Independence House to request the opportunity to pass cowboy hats for donations at the Square Dance on Wednesday, July 30, 2014 from 6:30 p.m. to 10:00 p.m. to support victims of domestic violence, sexual assault, stalking and bullying. [No application fee or Use of Town Property fee applies]. Murphy seconded the motion and it passed 3-0.

Motion 14-0098: Murphy moved to approve the application received from Ameena Khan of Ragnar Events to use Lecount Hollow Road, Oceanview Drive, Gross Hill Road, Rt. 6, Collins Road and the parking lots at Whitecrest and Newcomb Hollow Beach (to set up 8-10 portable toilets) for a road race with 400 participants on Saturday, May 10, 2014 from 4:00 a.m. to 5:00 p.m. Proceeds donated to the Special Olympics of MA. [No application fee or Use of Town Property fee applies]. Morrissey seconded the motion and it passed 3-0.

Business

Nauset Regional Middle School Roof Project

Dr. Hoffman and John Pontius reviewed the Massachusetts School Building Authority (MSBA) accelerated repair program plan to replace major sections of the Nauset Regional Middle School roof¹. The energy efficient roofing material used in construction will be the same as the white roof installed on the High School, yielding 15% in energy savings. Hoffman noted that the roof replacement cost increased 30% from the first estimate and he would investigate the pricing discrepancy. Hoffman suspects that the replacement of 12 out of 26 roof vents was not included in the original estimate. Terkanian explained that the project mirrors the schematic of the Wellfleet Elementary School project, with the MSBA assigning a project manager and architect, leaving little room for negotiation except for design fees. From the audience, Finance Committee member Tom Reinhart asked Hoffman to include an option to use alternate materials in the plan to lower costs. Hoffman next reviewed the Town's assessment for the project, noting that Wellfleet's contribution at 0.119756% would equal \$180,151, and asked the Selectmen to place the project on the 2014 Annual Town Meeting, possibly as a debt exclusion. Selectmen Murphy and Morrissey asked Hoffman to scrutinize the original plan by Habib and Associates and the higher cost proposal from the MSBA and brief the Selectmen on discrepancies. The BOS would also like a review of Nauset Regional School's Capital Improvement Plan at a future meeting.

Approval and execution of Mass. School Building Authority rate certification

Motion 14-0099: Murphy moved to approve the execution of Massachusetts School Building Authority rate certification². Morrissey seconded the motion and it passed 3-0.

OysterFest: 2013 review and 2014 planning

Mac Hay and Michele Insley from SPAT reviewed OysterFest 2013, noting that although the "great weather" attracted 20,000 people to the event, attendance did drop slightly due to the entrance fee. SPAT was pleased with the operation of the ticketing queue and the plan to eliminate some vendors to promote better flow. Hay recognized OysterFest's partnerships with the Library, Audubon and Preservation Hall, noted the addition of a recognition ceremony for SPAT scholarship recipients and acknowledged the great work of Deirdre Oringer, who stepped down this year as OysterFest's vendor coordinator. Five tons of oyster shells were collected that will go back into the water for propagation purposes. The Department of Public Health was satisfied with event and the reported illnesses could not be traced back to vibrio. The only major issue was the marking paint for vendor booths, and Hay assured the Selectmen that temporary paint was used at this year's event. Terkanian brought up the issue of festival venue and said that he was comfortable keeping the event in

downtown Wellfleet after assurances from Police Chief Ron Fisette and Fire Chief Richard Pauley concerning safety issues. The proposed site at the Marina was eliminated because of significant staging costs and exposure to harsh weather. It was also concluded that the other alternate venue under consideration, Baker's Field, would incur extensive damage to the playing fields. SPAT did ask for additional handicap parking closer to the event for 2014. Morrissey asked Hay about revenue estimates from the 2013 event. Hay said SPAT currently has \$350,000; the cost to put on the event is \$250,000 (up \$35,000 from last year) and \$100,000 was collected at the gate (versus \$50,000 from 2012). From the audience, Bob Wallace said that he did not think the Town should be asking for additional money from SPAT and that the charge for parking at the Marina was 'a good nut' for the Town.

Approval of Open Space Committee five year action plan³

Bruinooge had an issue with Goal 1, Action 6 regarding tax title: "Protect open space by placing open space tax title lands under the aegis of the Conservation Commission except where such community priorities such as affordable housing or municipal services may arise." As written, the passage implies that the Town would be unable to keep available tax title lands on the tax rolls to offer as sale to abutters, etc. Open Space Committee chair Bob Hubby said there was a procedure for sign offs by various committees, including the Board of Selectmen, before a land designation or sale could occur. Conservation Commission member Denny O'Connell reiterated that all tax title land is reviewed and voted on by the Selectmen and then has to be disposed through the Town Meeting. Morrissey pointed to the listed Action: Open Space Committee in conjunction with Town and Selectmen recommends suitable tax title lands to be placed under the aegis of the Conservation Commission for conservation purposes," stating the word "suitable" gives the Selectmen leeway in the decision making process.

Motion 14-0100: Murphy moved to approve the Wellfleet Open Space and Recreation Five Year Action Plan. Morrissey seconded the motion and it passed 3-0.

DPW staffing

Terkanian reviewed DPW staffing needs⁴, stating the necessity for a facilities person to maintain Town buildings. By not providing enough staff, buildings are falling into disrepair and repair work must be contracted out (\$90,000 to date). Vincent pointed out that there are many more buildings to maintain than 10 years ago and that the new facilities person can perform supplemental tasks such as snowplowing and drainage clearing. The present Selectmen think that filling the position is a good idea but asked Terkanian to bring the issue to Houk and Pilcher before a final decision is made. There was also a side discussion about privatizing trash pick up during the summer months and allocating DPW staff to more pertinent tasks.

Discuss status of High Toss Road

The Herring River MOU III Working Group would like a final decision on the status of High Toss Road as the fate of the road is an integral part of the final design. Murphy asked the Selectmen for a consensus on keeping or abandoning the road, with his suggestion that the Town abandon claims unless the Police, Fire or DPW thinks we should make a case to keep it. If the Selectmen agree to abandon the road, it must be passed by a 2/3rds vote at Town Meeting in April 2014. Bruinooge asked that the topic be placed on the December 10, 2013 BOS agenda for final consideration by the Selectmen so that the issue can be settled in time for the next MOU III Working Group meeting on December 19.

Discussion of possible sale of Town-owned land

Terkanian reviewed the list of available Town-owned properties⁵ and found very few viable lots that were zoned for economic development (all available properties are in residential districts). 7-8 parcels on the list are approved for sale but are very small. There are 3 acres next to the DPW garage but the title is contested. Land available next to the Whitecrest parking lot could be used for future parking expansion by the Town. All other "by the sea" parcels are small and abut federally owned property. Lot #68 (Clover Property) has been approved as conservation land. Terkanian will revise the list of available properties with the assessor and circulate to the NRAB, Conservation Commission and Open Space Committee for review. Murphy asked about the status of NSTAR spraying. Terkanian noted that Wellfleet is on NSTAR's 2014 improvement plan. The Town will have a chance to weigh in on the issue during the 45 day comment period after NSTAR files

their plan with the Department of Agriculture. Murphy suggested monitoring our wells as the spraying will be done so close to our water source.

Tree replacement – East Commercial and Main Street

DPW Director Mark Vincent mentioned a small Norway maple in distress on Commercial Street and asked the Selectmen to consent to removing the tree and allowing the DPW to use NSTAR's free tree replacement program. The BOS agreed to allow Vincent to move forward with the tree replacement using NSTAR's program.

Town holiday party

Motion 14-0101: Murphy moved to approve closing Town offices from 1:00-4:00 p.m. for the employee holiday party on December 17, 2013. Morrissey seconded the motion and it passed 3-0.

Town Administrator's Report

Town Administrator Harry Terkanian reviewed the Town Administrator's report⁶, which contained supplementary information on the following issues:

- Terkanian approved an emergency request for use of Town property by Bennett Environmental to install two monitoring wells on Map 14 Parcel 154.1 as part of an oil spill cleanup. Wells are to monitor ground water quality and flow direction. One day to drill, sampled quarterly for one year.
- The Fire Department has applied for a Community Innovation Grant in cooperation with the towns of Brewster, Harwich, Chatham, Orleans and Eastham. Brewster is the lead applicant. The grant application is for purchase of a regional all hazards fire and life safety training simulator. There is no acquisition cost. Wellfleet's share of the estimated annual maintenance is \$350.00

Future Concerns

- The Board of Selectmen wished Tom Cole a speedy recovery from his knee surgery.

Correspondence and Vacancy Report

John Morrissey had prepared the Correspondence Report⁷. A copy was made available for review.

- Air quality issues from DPW are an ongoing issue. Not idling trucks a step in the right direction. Assistant Town Administrator Tim King will write a summary on the issue for the BOS.
- Terkanian suggested tapping a volunteer from the Audubon Society or AmeriCorps to fulfill the duties of Herring Warden.

Minutes

Motion 14-0102: Murphy moved to approve the minutes of the November 12, 2013 BOS meeting⁸ as printed. Morrissey seconded the motion and it passed 3-0.

Adjournment

Motion 14-0103: Morrissey moved to adjourn the meeting. Murphy seconded the motion and it passed 3-0. The meeting was adjourned at 9:14 p.m.

Respectfully submitted,

Amy Voll, Executive Assistant

¹ MSBA Project – Middle School Roof timeline and funding

² MSBA Project – Wellfleet Elementary School Rate Certificate and project timeline

³ 2013-11-26 Wellfleet Open Space and Recreation Five Year Action Plan

⁴ 2013-11-20 Terkanian memo "DPW Staffing"

⁵ 2013-11-19 Terkanian memo "Sale of Town Owned Land & Possible Business Incubator Sites"

⁶ 2013-11-12 Harry Terkanian Town Administrator's Report

⁷ 2013-11-12 Correspondence Report

