



Board of Selectmen

The Wellfleet Board of Selectmen will hold a public meeting on Tuesday, November 12, 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. **Business**
 - A. Marina dredge financial planning [BOS]
 - B. Discussion of revised MAC Charge [TA]
 - C. Charter Review Committee Charter change recommendation and proposed delegate response vote [N. Hitchcock]
 - D. Replacement of railing on handicapped access to town hall [TA]
 - E. Status of Transfer Station improvements [TA]
 - F. Authorization to TA to execute MOA with Barnstable County for aerial photography – cost \$4,539 [TA]
 - G. Authorization to extend contract with Lower Cape Cable Access Television (LCCAT) [TA]
 - H. BOS letter of support to restore National Seashore funding [BOS]
 - I. Permission to Repair and Maintain Bulkhead on Town Property – Pleasant Point [R. Perry]
 - J. Approve DPW Director contract
- III. **Town Administrator's Report**
- IV. **Future Concerns**
- V. **Correspondence and Vacancy Report**
- VI. **Minutes [October 22, 2013]**
- VII. **Adjournment**

DRAFT

Proposed Revision of Marina Advisory Committee charge - for BOS and next Town Meeting

To establish a Marina Advisory Committee consisting of seven members and two associate members to be appointed by the Board of Selectmen for terms of two years. The Chairman of the committee may designate any such associate member to sit on the committee in case of absence, inability to act or conflict of interest on the part of any member thereof, or in the event of a vacancy on the committee until said vacancy is filled in the manner provided in this section.

The committee is to study and make recommendations to the Harbormaster and the Board of Selectmen relative to marina operations, the establishment and enforcement of policies and procedures, future planning, and, as a committee, examine complaints made by any vessel owner or other user of the Marina and referring any recommendations regarding such to the Harbormaster.

7/20/11, revised 9/13/13

MARINA ADVISORY COMMITTEE

STM 1980, Art. 12

STM 1980, Art. 12 [voice vote]

Voted to establish a Marina Advisory Committee consisting of seven members to be appointed by the Board of Selectmen for a term of two years. Said Committee to study and make recommendations to the Board of Selectmen relative to but not limited to the upgrading of Marina Electrical system, establishing a preventative maintenance schedule, recommending the implementation of sanitation regulations as these regulations come into being, recommending the establishment and feasibility of additional finger piers for commercial vessels on the south side of the existing Marina once the dredging has been completed, and as a Committee, examining complaints made by any vessel owner and referring recommendations, if any, to the Harbormaster. Also to transfer the sum of \$100.00 to said Committee for any expenses that may be incurred. An amendment was added to this Article to abolish the Harbor Committee established under the 1965 Annual Town Meeting. All passed by a voice vote.

ATM 2001, Art. 12

ATM 2001, Art. 12 [Motion as amended passes to read--]

Voted: To establish a Marina Advisory Committee consisting of seven members *and two alternates* to be appointed by the Board of Selectmen for a term of two years. Said Committee to study and make recommendations to the Board of Selectmen relative to but not limited to the upgrading of Marina Electrical system, establishing a preventative maintenance schedule, recommending the implementation of sanitation regulations as these regulations come into being, recommending the establishment and feasibility of additional finger piers for commercial vessels on the south side of the existing Marina once the dredging has been completed, and as a Committee, examining complaints made by any vessel owner and referring recommendations, if any, to the Harbormaster, *and in the event that a quorum is not established the chairman of the committee may appoint an alternate to fill in as a voting member to conduct business.*

Wellfleet
HOME PAGE

Town Hall: 300 Main Street, Wellfleet, MA 02667
Phone: 508-349-0300 Fax: 508-349-0305
Virtual Town Hall Website

E-Mail Subsc

Send Us Com

Proposed Revision of Marina Advisory Committee charge - for BOS and next Town Meeting

To establish a Marina Advisory Committee consisting of seven members and two alternates to be appointed by the Board of Selectmen for terms of two years. The committee is to study and make recommendations to the Harbormaster and the Board of Selectmen relative to marina operations, the establishment and enforcement of policies and procedures, planning for future needs, and, as a committee, examine complaints made by any vessel owner or other user of the Marina and referring any recommendations regarding such to the Harbormaster. In the event that a quorum is not established at a meeting, the chairman of the committee may appoint an alternate to fill in as a voting member in order to conduct business on that occasion.

Comments:

In July 2009 the Commonwealth DOR Division of Local Services presented a report on the operations of the Marina and recommended some changes. Among them was a paragraph suggesting that the town “Reevaluate Charge of the Marina Advisory Committee(p 15).” Their primary recommendation was for the town to consider whether to expand or revise the committee’s charge and, perhaps, to outline a broader mission for the committee. The above proposal is a response to that suggestion. They further suggested that the town may wish to establish membership guidelines and prescribed functions within the by-law. This may be useful to consider.

A third proposal was that the MAC might be reconstituted as a waterways commission. Elsewhere such commissions have broad responsibilities and focus on the needs of all users of local waters as well as protecting the environment and economic viability of their harbors and other waterways. While an interesting thought, this doesn’t reflect Wellfleet reality. The town has a number of committees that relate to the Harbor and the Marina in several ways. Changing these relationships and responsibilities could be a lengthy and possibly contentious task. These committees include the Shellfish Advisory Board, the Natural Resources Advisory Board, and the Conservation Commission, among others.

Ned Hitchcock, 8/15/11

DRAFT

Proposed Revision of Marina Advisory Committee charge - for BOS and next Town Meeting

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7/20/11

*changed to 3 years
in discussion*

Amy Voll

From: Ned Hitchcock [nedhitchcock@comcast.net]
Sent: Thursday, November 07, 2013 1:21 PM
To: 'Amy Voll'
Cc: 'Ned Hitchcock'
Subject: recent action by the Assembly of Delegates

Hello Amy,
Could you please forward this information to the BOS?

The Charter Review Committee informed the Assembly that they would be presenting the following document as their recommendation for changes in the Charter. This may or may not be voted on at the next meeting (11/20) and, if adopted, would be preliminary to a final petition which would be sent to the Legislature for its approval. What was actually voted by the committee is the following:

Model recommended for structure of County governance:

- *Strong executive, elected Cape-wide (replaces Board of Commissioners), assisted by an appointed Administrator
- * Legislative body representing 11 Regional Districts of equal size (elected non-partisan)

This is a version of the third option recently presented in various forums county wide and which you have copies of. There would also very likely be proposals relating to adjunct issues regarding simplification of charter language, tightening enforcement of charter rules and procedures, a process for recall of elected officials, a possible name change of the legislative body, and other not yet identified items.

As things stand, I assume the BOS continues in the opinion it expressed several months ago about the composition of the legislative body. Under the circumstances I will vote against the regional district concept since I believe that it reduces representation and moves decision-making ever farther away from the electorate among other things.

I will be at the Selectmen's meeting Tues (11/12) and happy to expand on all this if you wish.
Many thanks, Ned

Ned Hitchcock II
POB 316
South Wellfleet, MA 02663
508-349-1229
774-722-5753 cell







MassOrtho | Fact Sheet

Massachusetts Orthoimagery Consortium is a collaboration between local governments, with the support of state and regional agencies to procure and acquire orthoimagery for the region in the spring of 2014. MassOrtho has set the following goals:

- To lower the cost of orthoimagery acquisition for participating communities
- To provide procurement and project management expertise at a regional level
- To provide a basemap of regional orthoimagery that is accessible to various local, state, regional, and federal agencies
- To provide a predictable and sustainable model for recurring imagery procurement



MassOrtho

How to join:

sites.google.com/site/massflyover



Inter-Governmental Cost Estimate	3 Inch Imagery Details	
Per the US Geological Survey <ul style="list-style-type: none"> • \$701 per square mile • 5% will be added to each participant's cost to cover the USGS administrative fee for <ul style="list-style-type: none"> ○ Procurement ○ QA/QC of imagery 	<ul style="list-style-type: none"> • Captured at lower altitudes, high resolution • Orthoimagery has the greatest resolution and • Provides a product that is extremely rich in detail • Has the best innate positional accuracy available. 	Key identifiable features: <ul style="list-style-type: none"> • Utilities - fire hydrants, manholes, catch basins • Power and light poles • Billboards/traffic signs • Curbs and gutter • Transportation paint lines • Single trees and shrubs
Project Timeline	Notes	
Participant to complete contact information survey and sign MOU with Arlington	Phase I: By July 31, 2013 Phase II: By August 31, 2013 Phase III: By November 15, 2013	<ul style="list-style-type: none"> • MassOrtho will provide an online survey and site to access MOU. • Statewide outreach will be conducted.
Payment from Participant to Arlington	By December 1, 2013	<ul style="list-style-type: none"> • Participants are allowed to submit payment as soon as MOU is signed. All payments are final and deadline is firm.
Arlington to sign Joint Funding Agreement with USGS	By December 15, 2013	<ul style="list-style-type: none"> • JFA will only be signed for amount that Arlington has in the MassOrtho fund as of this date.
Imagery collected	Between February – April 2014	
Payment from Arlington to USGS for services rendered as needed	March 2014 - December 2014	<ul style="list-style-type: none"> • Progress and payment milestones will be announced to all participants.
Final delivery of all products	By December 31, 2014	

IMAGERY SPECIFICATIONS

ACQUISITION	
Imagery Bands:	4-band (true color & near infrared)
Acceptable Window:	Spring 2014, generally thought to be from February 1, 2014 and continue through April 30, 2014.
Acquisition Conditions:	Leaf off, snow free, free from clouds, smoke, haze, light streaks, flooding (streams/rivers in banks), and excessive soil moisture.
Resolution:	7.5 cm Ground Sample Distance (pixel resolution)
PROCESSING	
Horizontal Accuracy:	Suitable for 40-scale planimetrics.
Vertical Accuracy:	Suitable for generating 2-foot contours.
Projection:	<p>Orthorectified, uncompressed GeoTIFF images shall be referenced to UTM projection and coordinate system (meters) that MassGIS is using for their statewide imagery</p> <p>Orthorectified, compressed Mr SID mosaic images shall be referenced to Massachusetts State Plane projection and coordinate system (feet) using horizontal datum NAD83.</p> <p>Note: Massachusetts Mainland or Islands may be required</p>
Tiling Scheme:	<p>The tiling scheme shall be consistent with the 2013 and 2014 Massachusetts orthoimagery projects.</p> <p>The quarter-tile grid should completely cover the participating municipality, plus all quarter-tiles within or touching a 200 foot buffer from the municipal boundary.</p>
FINAL PRODUCTS FOR DELIVERY	
Notes:	All deliveries will be in conventional soft copy formats via external hard drive or as mutually agreed upon at time of transfer.
Non-orthorectified, uncompressed imagery and project files:	Imagery will be suitable for development of 40-scale planimetrics by a vendor of the participants choice.
Orthorectified, uncompressed imagery:	<p>Data shall not be compressed during any phase of the production or delivery process.</p> <p>Tiles will be consistent with MassGIS 2013-2014 imagery</p> <p>Referenced to UTM projection and coordinate system (meters) using horizontal datum NAD83</p>
Orthorectified, compressed imagery:	<p>Mr SID with 80:1 compression ratio</p> <p>Mosaic should completely cover the participant's area, plus all quarter-tiles within or touching a 200 foot buffer from their defined boundary</p> <p>Referenced to Massachusetts State Plane projection and coordinate system (feet) using horizontal datum NAD83.</p> <p>Note: Massachusetts Mainland or Islands may be required</p>

**FY14 Supplemental Budget Request
High-Resolution Orthoimagery
Joint-Purchase Proposal – Spring 2014 Aerial Flyover**

	Area/sq mi	\$1,800/sq mi	Single Town Procurement Market Rates	\$2,500/sq mi	Group Procurement USGS Estimated Rates	\$701/sq mi	Cost per Town*
Barnstable	62.612 \$	112,702 \$	156,530 \$	43,891 \$	\$	\$	\$ 13,529
Bourne	41.082 \$	73,948 \$	102,705 \$	28,798 \$	\$	\$	\$ 8,877
Brewster	25.513 \$	45,923 \$	63,783 \$	17,885 \$	\$	\$	\$ 5,513
Chatham	17.043 \$	30,677 \$	42,608 \$	11,947 \$	\$	\$	\$ 3,683
Dennis	20.871 \$	37,568 \$	52,178 \$	14,631 \$	\$	\$	\$ 4,510
Eastham	14.357 \$	25,843 \$	35,893 \$	10,064 \$	\$	\$	\$ 3,102
Falmouth	46.000 \$	82,800 \$	115,000 \$	32,246 \$	\$	\$	\$ 9,939
Harwich	22.502 \$	40,504 \$	56,255 \$	15,774 \$	\$	\$	\$ 4,862
Mashpee	25.601 \$	46,082 \$	64,003 \$	17,946 \$	\$	\$	\$ 5,532
Orleans	14.567 \$	26,221 \$	36,418 \$	10,211 \$	\$	\$	\$ 3,148
Provincetown	10.443 \$	18,797 \$	26,108 \$	7,321 \$	\$	\$	\$ 2,256
Sandwich	43.919 \$	79,054 \$	109,798 \$	30,787 \$	\$	\$	\$ 9,490
Truro	22.003 \$	39,605 \$	55,008 \$	15,424 \$	\$	\$	\$ 4,754
Wellfleet	21.005 \$	37,809 \$	52,513 \$	14,725 \$	\$	\$	\$ 4,539
Yarmouth	24.915 \$	44,847 \$	62,288 \$	17,465 \$	\$	\$	\$ 5,383
	412.433			289,116 \$			
				5% admin fee	\$	14,456 \$	
		\$	742,379 \$	1,031,083 \$	\$	303,571 \$	\$ 89,116

*with contribution of \$200,000 from Barnstable County and admin fee from Cape Cod Commission

Frequently Asked Questions

1. What is MassOrtho?

- a. MassOrtho is a consortium of municipal GIS staff who, through regular meetings with the Eastern Mass. Municipal GIS Group, determined that regional orthoimagery procurement was worth pursuing. In other words, we are volunteers working for the greater good of GIS in the region.
- b. MassOrtho has defined the following goals:
 - i. To lower the cost of orthoimagery acquisition for participating communities
 - ii. To provide procurement and project management expertise at the regional level
 - iii. To provide a basemap of regional orthoimagery that is accessible to various local, state, regional, and federal agencies
 - iv. To provide a predictable and sustainable model for recurring imagery procurement

2. Why is orthoimagery integral to a GIS program?

Orthophotos look like aerial photographs, but any distortions caused by the tilt of the camera or topography of the land have been removed. The imagery has also been “ortho-rectified” to improve its geographic accuracy so that it matches other GIS mapping data. Orthoimagery is one of the foundational geographic data sets used in GIS mapping. Other GIS layers such as tax parcels, town boundaries, and road centerlines are geographically aligned to the features visible in the orthoimages. Using geographic analysis techniques, new GIS data can be derived from orthoimagery such as contour lines, impervious surface, land cover, and even view-sheds or solar energy potential. Planimetric GIS layers (visible features such as roads, building footprints, etc.) are typically derived from orthoimagery as well. Up-to-date municipal GIS data is critical for public safety, planning, tax assessing, and for asset management.

3. When will the imagery be captured and who will manage the project?

The imagery will be taken in the spring of 2014. USGS has agreed to do the procurement and quality assurance. MAPC and MassOrtho will do outreach and coordinate the communities that join the project. MAPC is providing MassOrtho with grant support during the project design phase. MassGIS will provide guidance and work closely with MassOrtho to coordinate the MassGIS spring 2014 flyover with MassOrtho’s flyover.

4. What will the specifications be?

MassOrtho images will have 3 inch pixel resolution with 1 foot horizontal accuracy. The raw imagery will allow for 40- scale mapping and the creation of 2 foot contours. Please see the Fact Sheet for more detailed specifications: sites.google.com/site/massflyover/. However, the project does not include the development of any GIS vector data. This will be the responsibility of each participating municipality.

5. MassGIS provides free imagery, why would my town/city participate in this project?

- a. MassGIS will be collecting orthoimagery in the same time frame as the MassOrtho project. It will have 30 cm (approx. 1') resolution while MassOrtho images will have 3" resolution. That's four times higher. With high resolution comes greater accuracy and greater ability to identify features on the ground. See the difference [here](#).
- b. MassGIS imagery will not be available to communities for the development of planimetric features, such as building footprints and manholes, or contours. MassOrtho participants will have access to the products necessary to develop planimetrics, topo, or other derivative products.

6. Why don't we just use Google or Bing images?

Google and Bing images are copyrighted. They cannot be used to develop planimetrics or contours. The specs and even the capture dates are unknown. Often the images are taken when trees are leafed out so ground features are obscured. See this excellent [article](#) on the importance of *authoritative* imagery.

7. What about Pictometry?

- a. Pictometry's orthoimages have a horizontal accuracy suitable for 1" = 100' mapping while MassOrtho images will have a horizontal accuracy of 1" = 40' suitable for engineering design and municipal GIS.
- b. Pictometry generally offers municipalities the option of developing planimetric or contour data *only* if that option was selected as part of the original scope of services.

8. Why join MassOrtho versus acquiring orthoimagery on our own?

- a. Orthoimagery acquisition is technically complex. Most GIS managers do not understand all of the terminology and processes involved. Joining MassOrtho means that communities won't have to develop and manage the RFP process themselves.
- b. We anticipate significant cost savings due to the size of the project. Communities with recent, single-town flyovers had costs between \$1,800 and \$2,300 per square mile; MassOrtho's estimate from the United States Geological Survey (USGS) is \$701 per square mile.
- c. High participation in the MassOrtho 2014 flyover makes it likely that this will be an ongoing program with flyovers approximately every five years.
- d. USGS brings extraordinary expertise to the project and has completed many similar projects other regional and state groups.

9. What will it cost my community?

Municipalities should budget for approximately \$701 per square mile, plus a 5% administrative fee that will cover the cost of US Geological Survey's (USGS) procurement and QA/QC of the imagery. This estimate was developed through the USGS's National Geospatial Technical

Operations Center (NGTOC) as part of the Geospatial Product and Service Contracts (GPSC). For more information about this entity, visit: geodatacontracts.er.usgs.gov/

10. How does my municipality or organization join MassOrtho?

Participants will need to sign a Memorandum of Understanding (MOU) with the Town of Arlington, who is the fiscal agent and liaison to USGS. The MOU will state the cost estimate for the participant and will commit the participant to payment prior to the deadline in December 1, 2013. It is recommended that payment be sent along with the signed MOU. The deadline to submit the signed MOU and payment is not flexible and will be clearly stated in the MOU. To become a participant, visit the MassOrtho website and complete the online registration: sites.google.com/site/massflyover/

11. Will the cost change with more participants?

There is a possibility that the cost will decrease with more participants. This depends on where in the state the additional participants are. A more contiguous region is beneficial to a cost decrease. We encourage you to discuss this project with your neighbors!

12. Will the cost change in any other way?

There is a likelihood that the USGS Inter-Governmental Cost Estimate will vary slightly from the contracted cost. The difference in cost will require a timely transaction between the Town of Arlington (fiscal agent) and the participant.

13. May I join the project after the deadline in December?

No, a firm deadline of December 1, 2013 will be set and no participants will be allowed after that time. MassOrtho is doing its best to set the deadline to allow for all Fall Town Meetings to have concluded and funding made available.

14. What happens if we commit, but then have to drop out?

A signed MOU binds you to this project. If the funding is not available or you think you may need to drop out, we recommend not signing the MOU.

15. Have other states or regions done this?

Yes, both [Maine](#) and [Connecticut](#) have state-wide, recurring orthoimagery projects. Both projects differ from MassOrtho, however, in that the state governments are major players in the consortiums. MassOrtho is coordinating with MassGIS and receives grant support from the Metropolitan Area Planning Council (MAPC), but it is not a joint project. We will continue to explore partnering with MassGIS in hopes of developing a recurring orthoimagery project in the future. [omit all this except the first sentence?]

16. What can we expect for return on investment?

An [analysis](#) of Maine's 2012 orthoimagery project estimates a 4x - 12x return on investment. Imagery use in three fields (forestry, stormwater, and transportation) was compared with
FAQ 9/12/2013

alternative financial investments. The study identified thirteen different sectors, public and private, that benefit from authoritative orthoimagery.

17. What will the deliverables be?

Deliverables will include all data to allow for planimetric vector data to be derived from the imagery.

FINAL PRODUCTS FOR DELIVERY	
Notes:	All deliveries will be in conventional soft copy formats via external hard drive or as mutually agreed upon at time of transfer.
Non-orthorectified, uncompressed imagery and project files:	Imagery will be suitable for development of 40-scale planimetrics by a vendor of the participant's choice.
Orthorectified, uncompressed imagery:	Data shall not be compressed during any phase of the production or delivery process.
	Tiles will be consistent with MassGIS 2013-2014 imagery
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Orthorectified, compressed imagery:	Mr SID with 80:1 compression ratio
	Mosaic should completely cover the participant's area, plus all quarter-tiles within or touching a 200 foot buffer from their defined boundary
	Referenced to Massachusetts State Plane projection and coordinate system (feet) using horizontal datum NAD83. Note: Massachusetts Mainland or Islands may be required

18. Will we be able to purchase planimetric and topographic data?

Planimetrics (roads, manholes, building footprints, signs, lakes and streams, etc.) and elevation contours are not part of the MassOrtho project. However, the raw imagery products needed to produce these vector GIS layers will be available as part of the MassOrtho project. Each municipality will need to contract for any further data development to meet their specific needs.

19. Can utilities, educational institutions, or regional agencies participate in the project?

MassOrtho will work with these types of entities to see if their area of interest fit within the scope of region. All aspects of applying and financial commitments would be the same as a municipality.

20. Can communities outside of greater-Boston participate?

Any Massachusetts community may join MassOrtho, due to the decision to use USGS as the procurement entity.

21. What is the timeline?

Task	Project Timeline	Notes
Participant to complete contact information survey and sign MOU with Arlington	Phase I: By July 31, 2013 Phase II: By August 31, 2013 Phase III: By November 15, 2013	<ul style="list-style-type: none"> • MassOrtho will provide an online survey and site to access MOU. • Statewide outreach will be conducted.
Payment from Participant to Arlington	By December 1, 2013	<ul style="list-style-type: none"> • Participants are allowed to submit payment as soon as MOU is signed. All payments are final and deadline is firm.
Arlington to sign Joint Funding Agreement with USGS	By December 15, 2013	<ul style="list-style-type: none"> • JFA will only be signed for amount that Arlington has in the MassOrtho fund as of this date.
Imagery collected	Between February – April 2014	
Payment from Arlington to USGS for services rendered as needed	March 2014 - December 2014	<ul style="list-style-type: none"> • Progress and payment milestones will be announced to all participants.
Final delivery of all products	By December 31, 2014	

22. What sort of quality control will there be?

USGS will provide quality assurance. They are highly experienced in evaluating imagery.

23. Will there be a later project if I can't join this one?

The success of the 2014 MassOrtho project will directly affect the likelihood of future flyovers. The consortium hopes to establish a 5-year orthoimagery cycle. If another flyover occurs in 2019, additional municipalities could join and 2014 participants could decline to participate.

24. Who will own the imagery and how will it be distributed?

The final images will be in the public domain. The consortium is looking for an education or government partner to host the imagery thereby making the imagery available as a free download. Stereo-pairs and control files necessary for further image processing (e.g. for planimetric and contour development) will be made available to individual communities as part of the project. Participating communities will control their own raw data.

25. How do I get more information?

See the MassOrtho website (<https://sites.google.com/site/massflyover/>) for up-to-date information on the project. This [primer](#) provides a good overview of photogrammetry, and the [Maine Geolibary](#) contains useful background information on authoritative imagery. You may also email anyone on the MassOrtho Sub-Committee: Adam Kurowski

(akurowski@town.arlington.ma.us), Laura DeGroot (ldegroot@andoverma.gov), or Kim Honetschlager (khonetschlager@ci.reading.ma.us).

Memorandum of Agreement
Between

Barnstable County through
Cape Cod Commission
3225 Main Street
Barnstable, MA 02630

and

Town Administrator on behalf of
Town of Wellfleet
300 Main Street
Wellfleet, MA 02667

This Memorandum of Agreement (Agreement) is entered into this ____ day of _____ 2013 by and between Mary Pat Flynn, William Doherty and Sheila Lyons as they are the Commissioners of Barnstable County, acting by and through the Cape Cod Commission (hereafter referred to as the "Commission") and the Town Administrator on behalf of the Town of Wellfleet (hereafter referred to as the "Town.")

WHEREAS, the Commission, is joining the Massachusetts Orthoimagery Consortium (MassOrtho) collaboration with the U.S. Geological Survey (USGS) to acquire high-resolution orthoimagery for the Cape Cod region as described in the MassOrtho Fact Sheet (Attachment A), and

WHEREAS, the County and Commission are jointly funding approximately 70% of the project cost, and

WHEREAS, the Town is interested in participating in this collaboration to acquire these aerial images of its town,

NOW THEREFORE, the Town enters into this Memorandum of Agreement with the Commission.

1. RESPONSIBILITIES OF THE TOWN

- A) Based upon USGS's preliminary cost estimate in the attached table (Attachment B), the Town agrees to provide \$4,539 to the Commission upon execution of this agreement.
- B) After execution of an agreement between USGS and the vendor for acquisition, quality review and delivery of the orthoimagery, any additional cost assessed to the region will be invoiced to the Town based upon a square mileage formula. This cost will be paid by the Town to the Commission.
- C) If available and appropriate, the Town agrees to assist the USGS Quality Assurance team by providing supplemental independent horizontal accuracy test points.
- D) If requested, the Town agrees to assist USGS and/or MassOrtho with imagery quality assurance by reviewing the imagery and providing feedback to MassOrtho, in a timely manner.
- E) The Town agrees to provide feedback on local ground conditions to MassOrtho to support USGS efforts, as needed.

2. RESPONSIBILITIES OF THE COMMISSION

- A) The Commission shall act as fiscal agent for purposes of this regional project, executing an agreement with and making payment to MassOrtho Consortium's fiscal agent, the Town of Arlington.
- B) If the Commission receives a financial contribution from any partners in addition to those listed on Attachment B, a refund will be made to the Town based upon a square mileage formula.

- C) Upon receipt of the region's orthoimagery, anticipated no later than December 31, 2014, the Commission will transfer the appropriate imagery to the Town.
- D) The Commission shall maintain financial records of the receipt and expenditure of the funds received hereunder in sufficient detail as needed by participating towns to verify project costs and in sufficient detail as may be contemporaneously required to comply with the financial reporting and record keeping requirements mandated by the Bureau of Accounts of the Department of Revenue, or any successor thereto, with respect to the Commission's ordinary custody and expenditure of funds.
- E) The Commission will have the unrestricted authority to publish, disclose, distribute, and otherwise use, in whole or in part, any reports, data or other materials prepared under this Agreement.

3. DURATION

A) This Memorandum of Agreement shall be effective until December 31, 2014 unless an extension in time is agreed to in writing by both parties.

B) Either the Town or the Commission may terminate this Agreement by written notice to the other party if the other party substantially fails to fulfill its obligations hereunder through no fault of the terminating party, or if the other party violates or breaches any of the provisions of this Agreement. Such notice shall be delivered by certified mail at least thirty (30) days before such effective date.

4. AMENDMENT

This Agreement may be amended as mutually agreed by both parties in writing.

5. SIGNATORY AUTHORIZATION

The respective signatories hereto represent and warrant that they are duly authorized to execute this Agreement on behalf of the public entity on whose behalf they have signed this Agreement, and that all substantive and procedural preconditions to their effective execution of this Agreement on behalf of said public entities have been satisfied.

6. INTEGRATED INSTRUMENT

This Agreement shall take effect as an integrated instrument.

IN WITNESS WHEREOF, the TOWN and the COMMISSION execute this Agreement this ____ day of _____ in the year two thousand and thirteen.

BARNSTABLE COUNTY COMMISSIONERS

TOWN OF WELLFLEET

Mary Pat Flynn, Chairman

Harry Terkanian, Town Administrator

William Doherty, Vice-Chairman

Date

Sheila Lyons, Commissioner

CAPE COD COMMISSION

Date

Paul Niedzwiecki, Executive Director

Date

Hi Berta,

My name is Maureen, and I work with Environment Massachusetts, a statewide environmental advocacy organization. **We are working on a campaign to protect the Cape Cod National Seashore, and I am reaching out to local businesses and chambers of commerce // local elected officials // local environmental organizations to ask them to sign on to our coalition letter.**

The Cape Cod National Seashore, a historical and recreational gem, has been protected by the national parks system for over 50 years. Unfortunately, in recent years Congress has cut funding for our national parks. In Cape Cod, this has limited access to the beaches that millions of people visit each year, and reduced protection for the Seashore's diverse plant and animal life. If these cuts continue, it could have an impact on tourism to the Cape.

Environment Massachusetts is working to restore funding to the Cape Cod National Seashore and other parks across the country.

We believe that if enough people speak up, our members of Congress will fight for more funding for the Seashore. In particular, we're working to build a coalition of businesses, local elected officials, and environmental organizations in support of restoring funding to the Cape Cod National Seashore.

Attached is a coalition letter that we will be delivering to our members of Congress in support of our campaign. **As the Chairman of the Board of Selectman for Wellfleet will you sign our letter to show your support for the national seashore?**

Please feel free to contact me with any questions.

Thanks,

Maureen Hennessy

Environment Massachusetts

44 Winter St, 4th Fl. :: Boston, MA 02108

hennessybm@gmail.com

508 – 369 – 5202 (c)

###

November XX, 2013

The Honorable ELECTED OFFICIAL
The United States Senate
Washington, DC 20510

Dear ELECTED OFFICIAL:

As a coalition of small business owners, environmental advocacy groups, elected officials, and local residents, we are writing to express our concern with current funding levels for Massachusetts's parks and the threat this presents to the natural, recreational, and cultural heritage they represent to this great state. We thank you for your conservation leadership in the past and urge you to continue fighting for the protection of our parks, waterways, beaches and wildlife refuges by supporting the restoration of the National Park Service operating budget. Places like the Cape Cod National Seashore are an invaluable piece of this state's landscape and provide us with a place to escape for the day or a long weekend — to hike, bike, fish, camp or just relax amongst the scenery.

However, over just the last two years the National Park Service has seen its operating budget cut by 10%, exacerbating challenges facing an agency already up against a \$12 billion maintenance backlog.

In Massachusetts, where we have more than 46 thousand acres of parkland that had more than 10 million visitors just last year, the impacts were drastic. The result is that our public lands suffer, along with those who visit them.

At Cape Cod National Seashore for example, to meet the nearly \$400,000 in budget cuts associated with just the sequester, 22 seasonal positions went unfilled, fall education programs were suspended, and The Province Lands Visitor Center was forced to open late. And at the Lowell National Historic Park, job positions for underserved youths in the community were cut, and volunteer programs were eliminated due to lack of staff supervision.

We refuse to stand by and let the well-being of our parks continue to be ignored. We look forward to working with you to ensure that Cape Cod National Seashore and all of Massachusetts's parks, beaches, forests, waterways, and wildlife refuges are provided the protection they deserve. We would like to see this start by requesting that you support restoring funding to the National Park Service operating budget. Those 10 million visitors who enjoyed Massachusetts's national parks last year deserve it, as do the future generations to come.

Sincerely,

CAPE COD ENGINEERING, INC.

Robert M. Perry, P.E.

P.O. Box 1517

East Dennis, MA 02641

Tel 508-385-1445 / Fax 508-385-1446

bobperry@capecod.net

November 3, 2013

Town of Wellfleet
Board of Selectmen
300 Main Street
Wellfleet, MA 02667

Re: # 170 (Wright), # 174 (Henrickson), # 180 (Wales), # 186 (Patterson) and # 194 (Comly) Pleasant Point Rd.

To the Board of Selectmen,

I've been asked by the owners of the listed properties to explore their options for obtaining an agreement with the Town of Wellfleet for purposes of authorizing the owners, as a group, to maintain the existing bulkhead that supports the coastal bank immediately south of the residences.

The bulkhead was permitted on behalf of the property owners and constructed in the 1980's. Years of exposure and changing beach conditions have reduced the bulkheads integrity. An effort to repair or replace the wall is needed if it is to continue to provide erosion protection for the coastal bank and adjacent dwellings.

The full scope of work has not been determined but new or augmented sheathing, selected piling replacement and improved anchoring are the general tasks necessary to improve the bulkhead. The respective owners' interests to maintain the beach access stairs for each parcel are part of this request.

Work activity to maintain the bulkhead requires a Conservation Commission issued Order of Conditions, Mass DEP waterways License and USACE permitting. All costs are to be paid by the owners group.

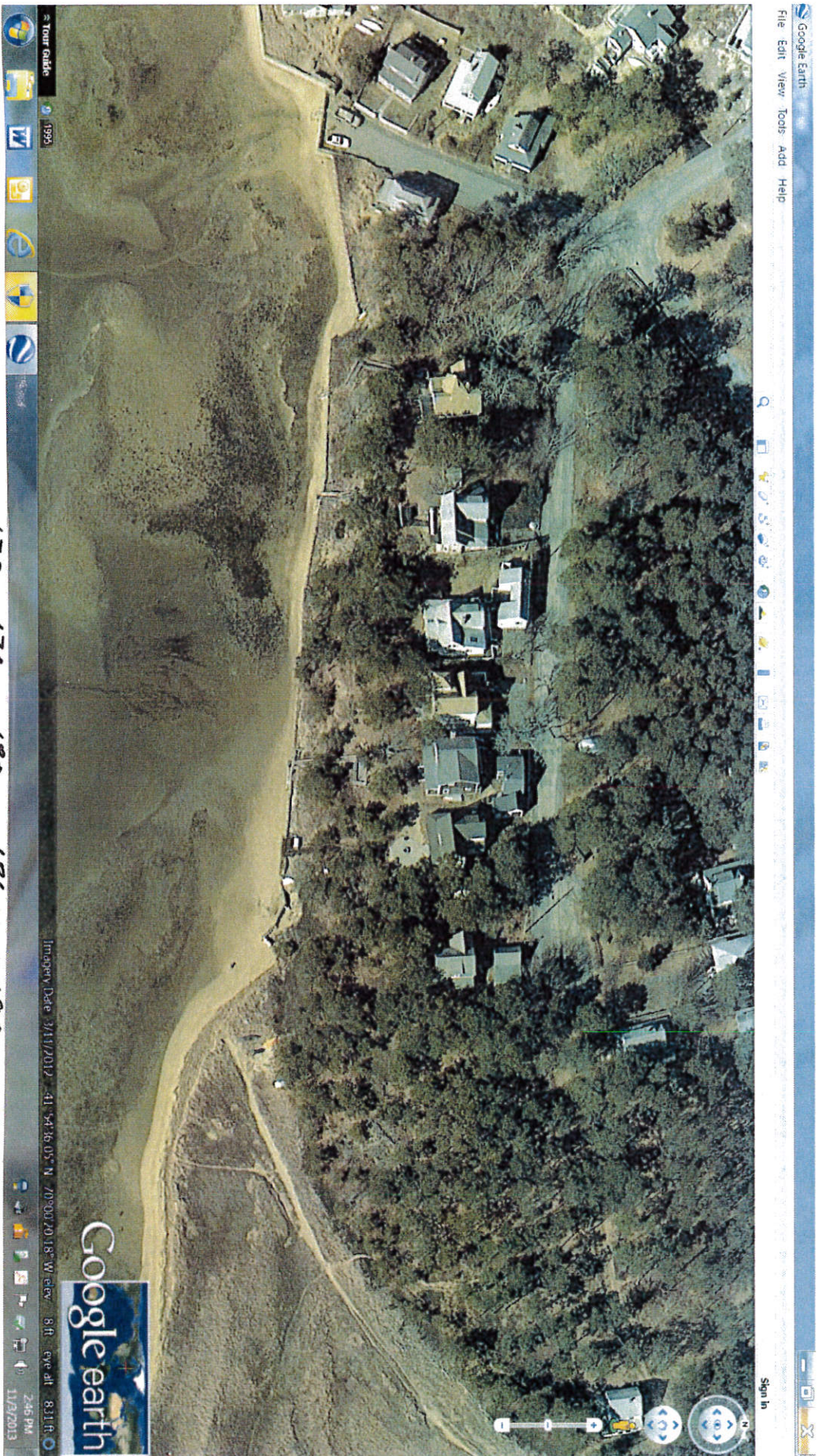
They are seeking either an easement or a license from the Town of Wellfleet for this purpose. We appreciate the time to discuss the matter at the Board of Selectmen's hearing of November 12 or other such time as is appropriate.

The end of your agenda will work best for my schedule on November 12.

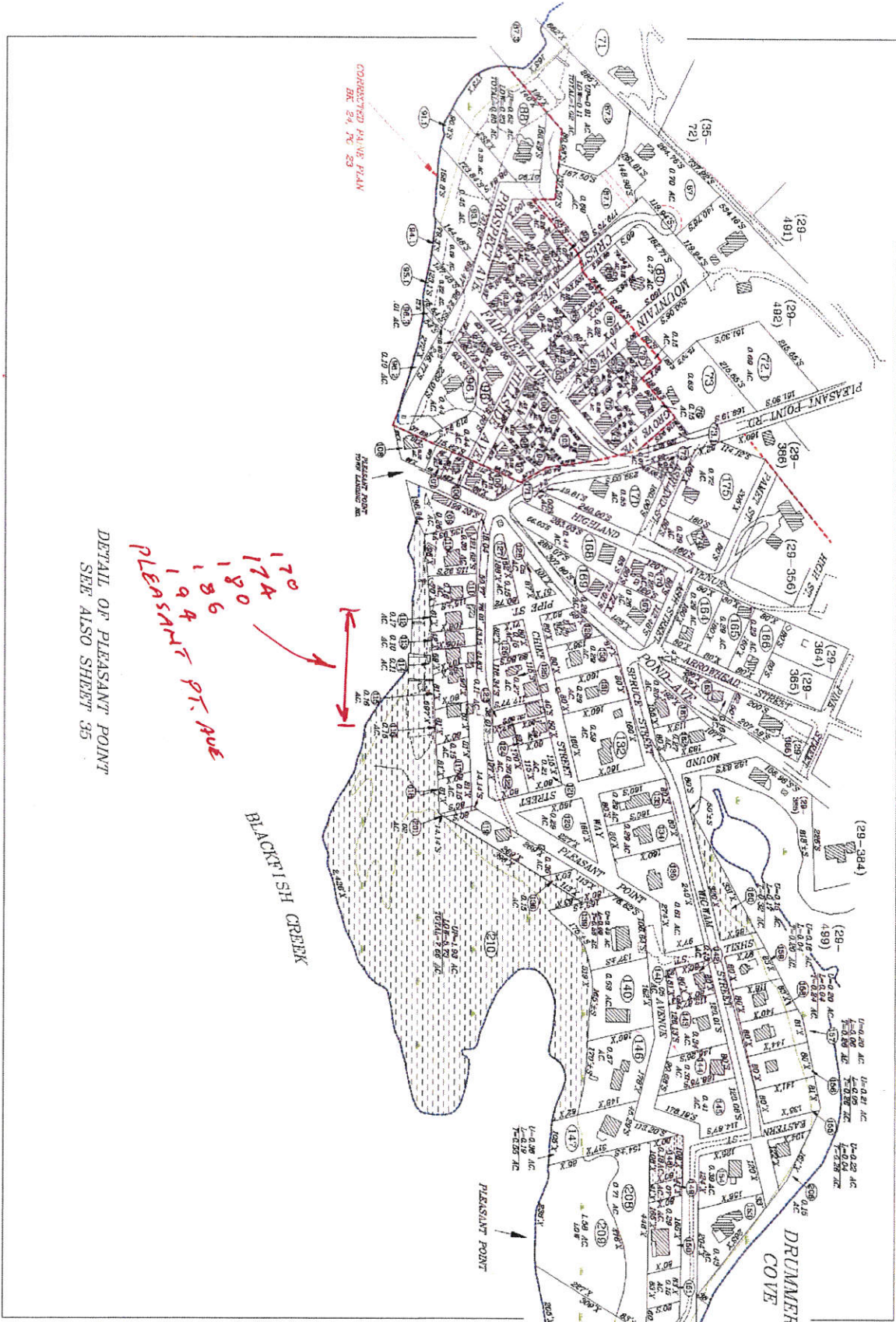
Thank you for your consideration of the request.

Sincerely,
Cape Cod Engineering, Inc.

Robert M. Perry



BULKHEAD LOCATION OFF OF PLEASANT POINT STREET, WELLFLEET



DETAIL OF PLEASANT POINT
SEE ALSO SHEET 35

170
174A
180
186
194
PLEASANT PT. RUE

BLACKFISH CREEK

LOT NO.	ACRES	REMARKS
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174A	0.17	
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ORIGINAL DATE
OF COMPLETION
JANUARY 1, 1983



TOWN OF
WELLFLEET
ASSESSORS'
ATLAS
SHEET NO.
35-1
SUPPLEMENTARY
COMPILED AND
DRAWN BY
SLADE ASSOCIATES, INC.
REGISTERED LAND
SURVEYORS
ROUTE 6 @ PINE
POINT ROAD
WELLFLEET, MA 02667
SCALE: 1"=100'
GRAPHIC SCALE
0 100 200



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: November 6, 2013

This report is for the period October 18, 2013 through November 5, 2013.

- 1 FY 2015 Budget and Capital Plan:
 - a. Operating budget requests and capital plan revisions were due from department heads on November 1. We are chasing a couple of stragglers. To date I have met with 13 department heads, a couple remain to be interviewed. Once the meetings have been completed we will examine the budget as a whole.
 - b. Cape Cod Mosquito Control Project. Wellfleet's share of the preliminary budget for FY 2015 is \$53,156.53. Last year the assessment was \$57,286. I will sign and return the declaration of support.
- 2 Pay As You Throw.
 - a. Wellfleet Community Forum presentation on November 4th with John Morrissey, Richard Willecke and Lydia Vivante.
 - b. I have asked WasteZero to expedite bag manufacture and distribution. They are hoping for November 15th availability, in any event not later than November 22nd.
- 3 Water Dept. Met with Water Commissioners regarding staffing and water system expansion status.
- 4 Parking fines. Tim King chaired a meeting to review Wellfleet's current fines. Increasing the fines may require special legislation, as was done in 2004 (Chapter 20 of the Acts and Resolves of 2004 increased permissible parking fines to \$50 with late charges to \$55 after 21 days & \$70 after reporting to the RMV.)
- 5 Comcast service expansion. Comcast response with status of build out in BOS correspondence file
- 6 NStar Integrated Vegetation Management Plan. On October 15th I invited Jerry McDermott, NStar's Community Relations Specialist, to brief the selectmen at a BOS meeting on the plan. Not having had a response, on November 7th I left a message inviting him or a representative to attend the November 26th meeting to brief the BOS.
- 7 OpenCape. Steering Committee met on October 23rd. A RFP for municipal broadband services has been issued by the County on behalf of the member municipalities. Responses are due on November 13th. I will be part of the committee evaluating the responses.
- 8 208 Water Quality.

- 9 Herring River Restoration. Meeting cancelled due to federal shutdown. Next meeting November 14th.
- 10 Town web site – redesign in progress.
- 11 Public Works Projects:
 - a. Elementary School Roof. Contracts for the schematic design phase have been executed with the architects and the owner's project manager. Schematic design (drawings 30% complete) package including cost estimate due at 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. We have USDA approval to finalize award and execute contract. Pre construction meeting held on October 30 (attended by Tim King). Construction is expected to begin in late November. I have a change order in hand. As soon as counsel has approved the water easements for Baker Ave and Freeman Ave. I will execute the change order to add them to the project (and reduce the scope of paving to compensate for the increase in cost.) Note: The DPW will use this bid for some other drainage and road.
 - c. Route 6 & Mains Street intersection redesign. Met with Commission transportation staff on October 25th.
 - d. Tennis Courts Reconstruction. Project is now with the recreation director for CPA and grant applications.
 - e. Hamblin Park. Work is underway.
 - f. COA Garden Project. Site work contract awarded to Corey Brundage. Concrete walks and plantings will have to wait until spring.
 - g. Baker Field restrooms. One response was received by the due date and will be evaluated by the designer selection committee. Next BNA meeting is November 14th.
 - h. Alarm System for town hall. No action this period.
 - i. Key card entry system for COA. Purchase order signed.
 - j. Police Station. In concert with Building Needs and Police Dept. ATA King is preparing a RFQ to assess building for possible renovation and determination of police department long term needs. Will need to appoint two additional members to Building Needs to act as designer selection committee. Chief Fisette and a DPW representative are obvious candidates.
 - k. Shellfish Building. I've discussed the condition of this building with numerous persons. The consensus is that it cannot be saved. Consideration should be given to replacing it, which will be difficult and expensive, or finding other space for the Shellfish Dept. Possible locations include additions to the beach sticker sales building or the harbormaster's office or space in a renovated building on the old COA property or in a renovated police station.
 - l. Wireless communication links between town hall, harbormaster and beach sticker office. Work to begin on October 22nd.

TOWN ADMINISTRATOR'S REPORT TO THE SELECTMEN

- m. Library Reading Room Addition. Assigned to ATA King for preparation of a RFQ for designer services. Has been referred to counsel to determine what additional zoning relief is needed for the project.
 - n. Housing Authority Long Pond Road Project. RFP for developer proposals has been published.
- 12 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.
- 13 Personnel Matters:
- a. Administrative actions: None.
 - b. Current employment vacancies (Charter 5-3-2 (i)):
 - i. Police Department. One possible vacancy due to an expected retirement in November, 2013.
 - ii. DPW. Two vacancies: equipment operator positions. We are working on converting one of these to a working foreman position to provide some supervision at the transfer station. 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.
- 14 Mass. Certified Public Purchasing Officer.
- a. Tim successfully completed the Public Contracting Overview course October 22 – 24th.
 - b. Tim attended the Public Building course on November 5 – 7th.
 - c. I am waitlisted for the Goods and Services course December 10 – 12 on Cape Cod.
- 15 Wellfleet TV – Cable TV Channel. Tim working on an equipment RFP with Tom Cole.
- 16 Signs on Town Hall lawn. No action.

Building, Health/Conservation and Shellfish complaint logs in the selectmen's correspondence file.



Town of Wellfleet Committee Vacancies

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

Date: November 11, 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 Regular Position	Board of Selectmen	3 years
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 October 22, 2013
Council On Aging Building, 7:00 p.m.**

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

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

Announcements, Open Session and Public Comment

- Pilcher announced that the Wellfleet Housing Authority will hold one more workshop on applying for Rental Assistance at the Wellfleet Public Library on Tuesday, October 29, 2013 at 7:00 p.m.
- Houk suggested that the BOS send retired DPW employee Scott Ellis a letter of appreciation for 39 years of service to the Town.
- Suzanne Grout Thomas announced that the Community Bonfire concluding the 250th Anniversary celebration would be held at 6:00 p.m. at Mayo Beach.
- From the audience, Wellfleet resident Harry Rubenstein supports the pending construction of affordable housing units in Wellfleet but would appreciate greater detail upfront in the bid process, including the number of units and engineering specifications.
- Terkanian announced that the Designer Services responses for the Baker Field restroom project were due on October 15, 2013. One response was received. The application will be reviewed by the designer selection committee on October 23, 2013.
- DPW Director Mark Vincent thanked Scott Ellis for his service to the Town. He also thanked residents for their patience with various paving projects throughout Wellfleet this fall.

Appointments

Motion 14-0073: Pilcher moved to appoint Susan E. Nielsen to the Citizens Economic Development Committee for a one year term ending 6/30/14. Murphy seconded the motion and it passed 5-0.

Business

Presentation from Richard Sullivan from Powers and Sullivan Town Exit Audit

Richard Sullivan from Powers and Sullivan gave a presentation on the Town Audit¹. Sullivan noted that the Town Accounting Office and Treasurer were well prepared and responsive to the audit. The general ledger is being posted correctly and overall it was a consistent, appropriate “good clean audit” with no internal issues to report. Revenues were up, mostly from the car excise tax, and the Town was 1.3% under budget. The Town realized a profit of approximately \$183,000. Sullivan was pleased to report that it was the 4th consistent profitable year for the Town, that there is a stable reserve fund and the Water Enterprise Fund is supporting its debt service. The Marina Enterprise Fund reserve took a loss and Sullivan suggested that perhaps the Town should increase rates on the slips to make up for the depleted reserve fund. The Town’s debt service is about 8.25%. Sullivan advised maintaining a level of around 8% as it signals to rating agencies that the Town is closely monitoring its debt service.

Sullivan reviewed eight prior comments from last year’s audit that are either resolved or partially resolved. Of the new action items, Sullivan thinks addressing the Disaster Recover Plan is the most important. He also thinks that all associated costs, including pensions, should be absorbed into the Enterprise Funds. Sullivan also recommends that the Town should think about hiring a fraud risk assessment consultant.

Public Hearing(s) [7:30]

Tax Rate Classification Hearing

Chair Bruinooge opened the public hearing to discuss the local public tax levy for Fiscal Year 2014. Assessor Nancy Vail came forward to explain that the Board of Assessors recommends a single tax rate.

Vail explained three other options². The Residential Exemption, a provision in state law that allows exemptions up to 20% for domiciled tax payers. The Board of Assessors does not recommend this option. The next option is the Open Space Exemption. The Board of Assessors recommends no action. Option three is an exemption for small businesses. Pilcher would like to encourage small business in Wellfleet and asked to see the data regarding option three. The Selectmen asked Vail how much advance time she would need to implement another tax rate option and Vail responded about six months. Morrissey wants to consider other options for discussion in the spring. Bruinooge would like to revisit the tax exemption options at a BOS meeting after Town Meeting in April.

Vail said that as a part of setting the tax rate, the actual property tax levy will be \$347,954.62 less than the levy limit.

Motion 14-0074: Pilcher moved to approve the Residential Factor with a numeric value of 1. Morrissey seconded the motion and it passed 5-0.

Special Event Liquor License

Motion 14-0075: Houk moved to approve the application from the Wellfleet Chamber of Commerce for a one day Beer and Wine License on Saturday, October 26, 2013 from 5:00-11:00 p.m. at the Wellfleet Council On Aging. Murphy seconded the motion and it passed 5-0.

Shellfish Propagation Zones

Bruinooge opened the discussion by thanking Curt Felix, Vice Chair of the Comprehensive Wastewater Management Planning Committee and Wellfleet representative to the Cape Cod Water Protection Collaborative and Technical Committee, for all of the work he does on behalf of the Town. Felix is seeking approval from the Board of Selectmen to apply, on behalf of the Town, for Division of Marine Fisheries (DMF) approval to establish and manage 7 oyster propagation zones in Wellfleet Harbor. The areas have been approved by the Conservation Commission and will have no adverse impact on navigation. Establishing older stock will help to improve biodiversity, water quality, and storm surge and erosion protection. It will also help increase commercial shellfishing stock and create a breeding habitat to recover fishing stocks. Morrissey asked if there was feedback from the commercial shellfish community. From the audience, Helen Miranda Wilson said this is positive steps but thinks enforcement will be an issue and suggested "beefing up" the Shellfish Department. Felix said there should be signage in place to identify the propagation zones and a camera system installed that will monitor the sites and capture infractions.

Motion 14-0076: Murphy moved to approve the Town of Wellfleet's application to the Division of Marine Fisheries to establish and manage 7 oyster propagation zones in Wellfleet Harbor. Houk seconded the motion and it passed 5-0.

Review of PAYT implementation plan

Terkanian reviewed a memo he prepared for the Selectmen about the PAYT implementation plan for the December 1, 2013 launch date², including PAYT FAQs³ which are posted on the Town website. Lydia Vivante from the Recycling Committee also asked the Selectmen to approve a PAYT tax insert⁴ that lists bag sizes and pricing, as well as a list of local retailers that will carry Wellfleet's PAYT bags. Bruinooge requested that all PAYT documents be available at Town Hall and the Council On Aging as well as online. Morrissey asked about the grant that will provide funds for educating the public about PAYT. Vivante said that the Recycling Committee hopes to hear about a grant award by Thanksgiving. Terkanian told the Selectmen that the DPW will pay for additional employees from the seasonal staffing budget for the Transfer Station but the budget line may need to be "refreshed" in the spring depending on the success of the PAYT roll-out. Pilcher said he was glad that initially there would be PAYT bags would be available at the Transfer Station and staffing at the Transfer Station increased from 3 to 5. Morrissey suggested keeping extra boxes PAYT bags at Town Hall as well.

From the audience, Suzanne Grout Thomas said that if citizens experience any financial hardship purchasing the bags, people should contact Health Agent Hillary Greenberg-Lemos. Helen Miranda Wilson said that she was concerned about retailers, specifically the cost of the bags and where they would be sold. Terkanian said

that a list of retailers would be on the tax insert and available on the Town website. WasteZero, the company providing the bags, are not permitted to mark up the bags nor are the retailers selling the bags. Terkanian clarified that the profits gained from the sale of the bags go straight to Town funds. Commercial haulers are not exempt from using the PAYT bags and all commercial haulers must provide trash and recycling bins for one price. The effectiveness of this policy will be reviewed after a few months. Murphy ended the discussion by saying that everyone in the community should spend their energy fixing any problems that arise to make PAYT a success in Wellfleet.

Motion 14-0077: Pilcher moved to approve the Town of Wellfleet's PAYT tax insert in the fall tax bill. Morrissey seconded the motion and it passed 5-0.

Filling DPW vacancies

Terkanian reviewed the open positions left by the Scott Ellis retirement and Joe Dockray departure from the Department of Public Works. Both positions are funded. The Selectmen agreed that DPW vacancies should be filled.

OysterFest post-event discussion

Police Chief Ron Fisette opened the discussion by saying that OysterFest 2013 went very well. There were no issues with the ticketing queue and minimal parking issues. From Fire Chief Pauley's perspective, OysterFest "went off without a hitch." Pauley noted the excellent working relationship among the Police, Fire, SPAT and outside security. Terkanian reviewed a memo listing several observations resulting from OysterFest⁵. Murphy asked DPW Director Mark Vincent for his perspective on the event. Vincent said the DPW hooked up the generator, water service and was just as involved with the clean up for the event as the set up, which was a "fair amount of work." Vincent is keeping track of staff hours, materials and equipment utilized for OysterFest. From the audience, Don Thimas thanked the DPW for moving in all of the picnic tables and saw horses. Curt Felix commented that oyster shells were recycled at the event for use in the propagation project, removing 40% of the waste stream generated from the event.

New Bedford Waste Services contract amendment

Motion 14-0073: Pilcher moved to approve the amended contract with New Bedford Waste Service with the Town of Wellfleet. Murphy seconded the motion and it passed 5-0.

Review of BOS goals

Pilcher reviewed the current list of approved BOS goals⁶. Priorities on the list include the Harbor dredge, which will be discussed at a future BOS meeting; the Harbormaster/Shellfish buildings are being reviewed as a whole waterfront operation by Assistant Town Administrator Tim King and the Building and Needs Assessment Committee; Pilcher and Houk, working in cooperation with the School Committee, are sending a letter out to Wellfleet parents of 2-3 year olds to see if they are interested in free pre-school. Murphy asked to put #10 on the agenda for a future BOS meeting regarding water system connections. Pilcher gave the BOS a B for efforts toward achieving goals.

Revisit signage on Town Hall lawn

Terkanian reviewed his recommendations for allowable signage on the front lawn of Town Hall⁷. The Selectmen agreed that no signs shall be allowed on Town Hall lawn unless it is a Town-sponsored event. The issue of allowing additional signs by not-for-profit organizations as outlined in Terkanian's memo (no more than six Administration approved sandwich board signs at a time for Town and not-for-profit organization events with no admission fees. There will be a sticker affixed to each sign with an approved start and end date) will be addressed by the Planning Board and a recommendation for a Zoning Bylaw amendment will be presented at Town Meeting in April.

Town Administrator's Report

Town Administrator Harry Terkanian reviewed the Town Administrator's report⁸, which contained supplementary information on the following issues:

- Terkanian asked the BOS to decide upon a date for the joint BOS/FinCom budget review meeting. The BOS asked for December 11 or 12, 2013. Terkanian will check with FinCom and report back to the Selectmen on a final date.

Future Concerns

- Pilcher would like to see the following issues addressed at a future BOS meeting: Dredging and using Town Property for economic development incubator sites. He also asked Terkanian to keep the Board apprised of new information on the Cape-wide fertilizer issue and Flood Management Zones.
- Houk would like the BOS to compose a letter to our Congressional delegation regarding the FEMA Flood Maps, specifically asking them to consider extending the deadline to file amendments in order to give communities the opportunity to revisit the issue. Terkanian will also contact the state delegation to see what action is taking place in the Attorney General's Office. Bruinooge supports the idea of writing to our Federal Delegation to ask for an extension and suggested asking the other Cape towns to join our efforts.
- Morrissey would like to update the Town's parking fines and discuss a revenue sharing agreement with SPAT.

Correspondence and Vacancy Report

John Morrissey had prepared the Correspondence Report⁹. A copy was made available for review.

Minutes

Motion 14-0071: Murphy moved to approve the minutes of the July 13, 2013 BOS meeting¹⁰ as printed. Morrissey seconded the motion and it passed 5-0.

Motion 14-0071: Pilcher moved to approve the minutes of the October 8, 2013 BOS meeting¹¹ as printed. Murphy seconded the motion and it passed 5-0.

Adjournment

Executive Session

Motion 14-0072: Pilcher moved to go into Executive Session and not come back into public session after the conclusion of the Executive Session. Bruinooge read aloud the purpose for Executive Session:

To discuss strategy with respect to collective bargaining for Wellfleet Police Officers, Permanent Firefighters, Teamsters, Dispatchers and WEA Units A & B or litigation if an open meeting may have a detrimental effect on the bargaining or litigation position of the public body and the chair so declares.

Murphy seconded the motion. Bruinooge, Houk, Morrissey, Murphy and Pilcher each said yes, and the regular meeting was adjourned at 9:45 p.m.

Respectfully submitted,

Amy Voll, Executive Assistant

¹ Powers and Sullivan auditors management sheet for Wellfleet

² 2013-10-22 Terkanian memo "PAYT Implementation"

³ PAYT FAQs posted on www.wellfleetma.org

⁴ PAYT tax insert

⁵ 2013-10-21 Terkanian memo "Post Event Operations"

⁶ 2013-2014 BOS Goals

⁷ 2013-10-16 Terkanian memo on Temporary Signs

⁸ 2013-10-22 Harry Terkanian Town Administrator's Report

⁹ 2013-10-22 Correspondence Report

¹⁰ 2013-08-13 BOS minutes

¹¹ 2013-10-08 BOS minutes