



Board of Selectmen

The Wellfleet Board of Selectmen will hold a public meeting on Tuesday, March 11, 2014 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. Liquor

- a) Application received January 7, 2014 from S.P.A.T. for a two day Beer and Wine License at the contained beer and wine tent behind Town Hall on Saturday, October 18, 2014 from 10:00 a.m. to 5:00 p.m., and Sunday, October 19, 2014 from 10:00 a.m. to 5:00 p.m.

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

A. Appointments

- a) Lonni Briggs – Recycling Committee for a three year term ending 6/30/17.
- b) Sara Hutchings – Bike and Walkways Committee to fill the remainder of Alan Platt's term ending 6/14/14.
- c) Lawrence Franke – Energy Committee, alternate, for a two year term ending 6/30/16.

B. Use of Town Property

- a) Shellfish Promotion and Tasting (SPAT) requests the use of use of the several Town property locations (see attached Use of Town Property request for full venue and activity list) from Tuesday, October 14, 2014 at 12:00 a.m. to Tuesday, October 21, 2014 at 12:00 a.m. for Wellfleet OysterFest activities.
- b) Application received from Tony Conte from the Wellfleet Soccer Club to use Baker's Field (soccer field) on Wednesday, May 28, 2014 from 5:00 p.m. to 8:00 p.m. and Sunday, June 1, 2014 from 12:00 p.m. to 5:00 p.m. for the 3rd Annual Cape Cod Cup Soccer Tournament sponsored by Wellfleet Recreation. [Processing and Use of Town Property fees TBD].
- c) Application received from Frank Szedlak, Jr. from the American Legion to use the front and side lawn of Town Hall on Monday, May 26, 2014 (Memorial Day) from 8:00 a.m. to 11:00 a.m. for a Memorial Day Service. Request for the DPW to set up chairs (and a row of chairs for past members), dais and sound system and speakers for the band. [No processing or Use of Town Property fees apply].
- d) Application received from Barbara Anderson of Wellfleet Gardeners Club to hold a plant sale on Saturday, May 24, 2014 from 6:00 a.m. to 1:00 p.m. on the Town Hall driveway next to Abiyoyo. Approximately 50 members involved and profits from the sale will be used to buy speakers used to give public talk about gardening. Wellfleet Gardeners Club maintains a bed at the public library and three islands along Rt. 6. [No processing or Use of Town Property fees apply].
- e) Application received from Jocelyn Campbell and Patrick Bianchi to use Indian Neck Beach for a wedding ceremony attended by 100-125 guests on Saturday, June 21, 2014 from 3:30 to 5:30 p.m. Applicants request the use of the parking area at Indian Neck. [Processing fee \$20. Use of Town Property fee \$100].

IV. Business

- A. Community Development Partnership organization update [Coburn]
- B. Proposal to adopt the Stretch Energy Code [Springer]
- C. Proposed fencing at Indian Neck Parking Area [Conservation]
- D. Resolution in support of the Rt. 6/Mains St. improvement project [ATA]

- E. Continued review of 2014 ATM Warrant [TA]
- F. Review and/or approval of the FY2015 Capital Budget [TA]
- G. Final adjustments to FY2015 Operating Budget [TA]
- H. Approval of BOS support letter for H2659 [Morrissey]
- I. Approval of Memorandum of Understanding with Communications Union [TA]
- J. Scheduling of Town Administrator annual review [TA]

V. Town Administrator's Report

VI. Future Concerns

VII. Correspondence and Vacancy Report

VIII. Minutes

IX. Adjournment

TOWN OF WELLFLEET
PUBLIC HEARING

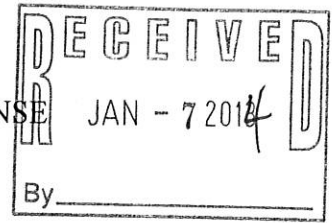
In accordance with M.G.L. Chapter 138, notice is hereby given that a public hearing will be held on Tuesday, March 11, 2014 at 7:15 p.m. at the Wellfleet Council on Aging to consider the following:

- Application received January 7, 2014 from SPAT for a two day beer & wine license for Oysterfest, October 18 and 19, 2014. Beer & wine will be consumed in a secure and contained area in the Town Hall parking lot.

WELLFLEET BOARD OF SELECTMEN

2014-2

TOWN OF WELLFLEET
APPLICATION FOR SPECIAL EVENT LIQUOR LICENSE



1. Applicant Wellfleet Shellfish Promotion and Tasting, Inc.

Address P.O. Box 2156, Wellfleet, MA, 02667 Telephone 508.349.3499

2. Affiliation/Group Wellfleet OysterFest For Profit _____ Non Profit X

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

4. Type of Activity Being Conducted Wellfleet OysterFest to be held on October 18 & 19, 2014. This two day public street festival benefits the local community and promotes Wellfleet Shellfishing and Aquaculture, the town's primary industry.

5. Date October 18 & 19, 2014 Hours of Service 10am -5pm each day

6. Description of Premises Beer and wine will be served and consumed in a secure and contained area in the Town Hall parking lot.

7. Name, Address, Telephone of Designated Manager (person responsible for activity)
Mac Hay, SPAT Board President, P.O. Box 2156, Wellfleet, MA, 02667

8. If activity involves food service, please describe fully (i.e. raw shellfish, heated casseroles, bakery goods, etc.)
The OysterFest will include only ServSafe food purveyors which include restaurateurs, local shell fisherman offering raw bars and a variety of independent food cart vendors.

Applicant's signature

December 17, 2013
Date

Police Dept Signature [Signature] 1/13/14

Comments/Conditions Detail officers + security to be determined similar to previous years.

Building Dept. Signature [Signature] 1-14-14

Comments/Conditions OBTAIN ALL Req'd Permits I.E. - Electric PLUMB & BLDG

Fire Dept. Signature [Signature] 1/13/14

Comments/Conditions FIRE/EMS detail to be determined and billable as in previous years

Health Dept. Signature [Signature]

Comments/Conditions TEMPORARY FOOD SERVICE PERMITS NEEDED

DPW Dept. Signature [Signature]

Comments/Conditions DPW activities are limited as in previous years.

OK H. SC [Signature]
Subject to a memorandum with spec defining roles, responsibilities, costs, etc as per last year.

1/7/14
Date Received

Fee

Date Issued

REC'D JAN 23 2014



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 LONNI BRIGGS Date March 3, 2014

Mailing Address PO Box 26, S. Wellfleet, MA 02663

Phone (Home) 508 349 2614 (cell) 508 237 6051

E-mail lonnijean@hotmail.com

Please describe briefly any work experience, including volunteer service, that you feel would be useful to the Town: I served on the Conservation

Commission, was a member of the Friends of the Seashore, and participated in the burns of the brush around the Herring River, Swap Shop cleaner.

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

Interest + practice in "green" building, architecture courses, life-long organic gardener + composter

Committees/Boards of Interest: 1) Recycling Committee

2) _____

3) _____





**TOWN OF WELLFLEET
APPLICATION FOR TOWN BOARDS & COMMITTEES MEMBERSHIP**

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FILL OUT THE FORM BELOW and mail it to:

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

Name Sara Hutchings Date August 22, 2013

Mailing Address 9 Coles Neck Rd
Wellfleet, MA 02667

Phone (Home) 508-349-6945 (cell) 508-680-6862

E-mail Sara.hutchings@comcast.net

Please describe briefly any work experience, including volunteer service, that you feel would be useful to the Town: 35 years teacher, Town of Truro, multiple professional and civic committee positions. Most recent - Retired Rep. of Health Insurance Advisory Board

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

~~MED~~ MED (Harvard)

Committees/Boards of Interest: 1) Bike and Walkway Committee
2) _____
3) _____





**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 Lawrence Franke Date 02/26/2014

Mailing Address 370 Gull Pond Road

Wellfleet, MA 02667

Phone (Home) _____ (cell) 978 621 1052

E-mail FrankeLJ@msn.com

Please describe briefly any work experience, including volunteer service, that you feel would be useful to the Town: 20 years in public work construction in project management and clerk of the works roles.

Two schools and 1 library building committee member

Currently a volunteer in the Solarize Wellfleet program

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

Committees/Boards of Interest: 1) Energy Committee - Alternate

2) _____

3) _____





**TOWN OF WELLFLEET
APPLICATION FOR PERMIT TO USE TOWN-OWNED PROPERTY**

Applicant: Shellfish Promotion and Tasting
"SPAT", 501c3 Corporation

Affiliation or Group: Wellfleet OysterFest

Telephone Number: 508-349-3499
info@wellfleetoysterfest.org

Mailing Address: Wellfleet SPAT
P.O. Box 2156
Wellfleet, MA, 02667

Purpose:

SPAT is requesting the use of town property to host its annual Wellfleet OysterFest on October 18 & 19, 2014. This two day public street festival to benefit the local community and promote Wellfleet Shellfishing and Aquaculture, the town's primary industry.

Town Property to be used (include specific area):

- Town Hall and WPH Parking Lots
- Main St. from Bank St. to Holbrook & Main St, inclusive
- Bank St. to Commercial St.
- A small area of Town Pier near Harbormaster's Building (FOR PORTABLE RESTROOMS AND TRASH RECEPTICLES)
- All ocean beach parking lots including Mayo Beach Lot (TO BE OPEN TO PUBLIC PARKING FREE OF CHARGE WITH SHUTTLE SERVICE PROVIDED BY SPAT)
- Town Hall Conference room for limited use by Event Organizers & Emergency Response Team
- Conference Room on the lower level Town Hall for administrative duties

Town property dates & hours of use:

- 12:00AM TUESDAY 10/14/2014 THROUGH 12:00AM TUESDAY 10/21/2014: Town Hall Lot (from North side of Town Hall Building towards Squire's Pond) WILL BE CLOSED TO PUBLIC AND NO PARKING ALLOWED DURING INFRASTRUCTURE SET UP. HANDICAPPED AND ADMINISTRATIVE STAFF PARKING WILL BE AVAILABLE ON TUESDAY AND WEDNESDAY. OCTOBER 14 & 15, 2014.
- 12:00AM THURSDAY 10/16/2014 THROUGH 12:00AM TUESDAY 10/21/2014: All of Town Hall Lot (from Main Street toward Squire's Pond) WILL BE CLOSED AND NO PARKING ALLOWED. *Please note that the handicapped ramp in the rear of Town Hall will be kept free and clear from tents and event equipment during business hours (weekdays, 8am – 4pm.)*
- 12:00AM THURSDAY 10/16/2014 THROUGH 12:00AM MONDAY 10/20/2014: Main St. Parking Lot across from Wellfleet Preservation Hall WILL BE CLOSED AND NO PARKING ALLOWED - TOWING SIGNS POSTED
- 3:00AM SATURDAY 10/18/2014 THROUGH 6:00PM SUNDAY 10/19/2014 Main St. inclusive from Holbrook Ave. to Bank St. – NO STREET PARKING –
- 9:00AM THURSDAY 10/16/2014 THROUGH 5:00PM MONDAY 10/20/2014 – Lower level Conference Room of Town Hall. USED FOR STORAGE AND ADMINISTRATIVE DUTIES
- 7:00AM SATURDAY 10/18/2014 THROUGH 6:00PM SUNDAY 10/19/2014- Town Hall Conference Room USED FOR POLICE, FIRE. SAFETY, EVENT ORGANIZER HEAD QUARTERS
- SUNDAY 10/19/2014 8:00AM – 11:00AM – 5 KROAD RACE AND KIDS RACE KENDRICK TO CHEQ. NECK RD

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.

- Wellfleet OysterFest, a two day public street festival, will include food vendors, craft vendors, raw bars, kid's area entertainment, beer and wine, main stage events & music, shucking contests, satellite events at Wellfleet Preservation Hall, the public library, the Methodist Church, local restaurants, walking tours, educational talks, etc.
- Transportation from parking areas to the event is provided by SPAT via shuttle buses at no charge.
- All hand sinks, port-o-pots, fire safety equipment and water will be provided by SPAT and inspected.
- SPAT requests the support of the DPW to prepare event site, deliver equipment such as generators, electrical panels, light tower, picnic tables, saw horses, signs, etc.

Fees:

Admission fee for Adults is \$5 per person per day, \$8 for two days and children 12 and under will be admitted free.

Permits to be obtained:

- Building (Tents and stage)
- BOH (Temp Food+ Sanitation)
- Electric (Power)

Additional:

Planning with Fire Department and Public Safety - IAP will be in effect.

Action by the Board of Selectmen:

_____ Approved as submitted

_____ Approved with the following condition(s): _____

_____ Disapproved for following reason(s): _____

Signatures of the Board:

Processing Fee: _____

Date: _____

Fee: _____

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTIONS

<p>Health/Cons. Agent Signature:</p> <p>Comments/Conditions: <i>Deey Ceeer</i></p> <p>Permits/Inspections needed: <i>TEMPORARY FOOD SERVICE PERMITS Required</i></p>	<p>Inspector of Buildings Signature:</p> <p>Comments/Conditions: <i>[Signature] 1-14-14</i></p> <p>Permits/Inspections needed: <i>OBTAIN ALL NECESSARY PERMITS</i></p>
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<p>Police Dept. Signature: <i>[Signature] 1/13/14</i></p> <p>Comments/Conditions: <i>Detail officers and security to be determined similar to previous years</i></p>	<p>Fire Dept. Signature: <i>[Signature] 1/13/14</i></p> <p>Comments/Conditions: <i>FIRE AND EMS detail to be provided and S-11AS to AS IN PREVIOUS YEAR</i></p>
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REC'D JAN 23 2014

<p>DPW Signature: <i>[Signature]</i></p> <p>Comments/Conditions: <i>DPW activities are limited as in previous years.</i></p>	<p>Beach Dept. Signature: <i>[Signature]</i></p> <p>Comments/Conditions: <i>[Signature]</i></p>
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<p>Shellfish Constable Signature:</p> <p>Comments/Conditions: <i>[Signature]</i></p>	<p>Harbormaster Signature:</p> <p>Comments/Conditions: <i>[Signature]</i></p>
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<p>Recreation Dept. Signature: <i>[Signature]</i></p> <p>Comments/Conditions: <i>As in previous years Rec. Dept would like to rent 1 small parking lot in front of tennis courts to facilitate road race & other Rec. system activities</i></p>	<p>Town Administrator: <i>[Signature]</i></p> <p>Comments: <i>OK, subject to a more documenting role, responsibilities, costs etc. as per last year</i></p>
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TOWN OF WELFLEET
APPLICATION FOR PERMIT TO USE TOWN OWNED PROPERTY

Applicant Tony Conte

Affiliation or Group Wellfleet Soccer Club

Telephone Number 774-722-2337

Mailing Address 15 Elinor's way
PO Box 1687

Town Property to be used (include specific area) _____
Bakers Field

Date(s) and hours of use: Wed. May 28 5-8pm ; Sun. June 1, Noon - 5:00pm

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.

3rd Annual Cape Cod Cup Soccer Tournament
sponsored by Wellfleet Rec.
teams from the Cape Cod Soccer League -
Dennis-Yarmouth, Haverhill and Orleans

Action by the Board of Selectmen:

_____ Approved with the following condition(s): _____

_____ Disapproved for following reason(s): _____





Processing Fee: _____

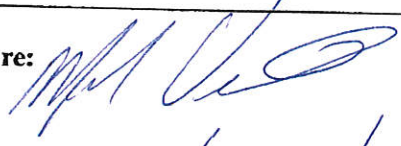
Fee: _____

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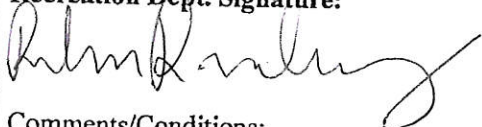

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTIONS

Health/Cons. Agent Signature: Comments/Conditions: Permits/Inspections needed:	Inspector of Buildings Signature: Comments/Conditions: Permits/Inspections needed:
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Police Dept. Signature:  Comments/Conditions: OK	Fire Dept. Signature:  Comments/Conditions:
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DPW Signature:  Comments/Conditions: OK 1/29/14	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: Event organizers have always been thorough in all soccer events! previously hosted at Baker's field.	Town Administrator:  Comments: OK
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From: anthony conte [<mailto:aaconte22@hotmail.com>]

Sent: Friday, February 28, 2014 9:52 AM

To: becky rec

Subject: Bakers Field - Insurance

Hi Becky,

I heard back from the Mark Sylvia Insurance company. They will be sending me a policy that runs from May 28 - August 9. It will include the Town of Wellfleet as additionally insured.

I asked to get a copy of the policy before March 11, but, they say that May policies do not get written until around the end of March / beginning of April. So, please inform the Selectman that the Town of Wellfleet will be covered as additionally insured and that we will have the policy to them as soon as I get it from Mark Sylvia Insurance around the end of March / early April. Sorry I cannot hit the March 11 date. If I can, I will let you know.

Thank you,
Tony

Wellfleet Breakers Soccer Club, founded in 2010, competes in the Cape Cod Amateur Soccer League, established in 1971. CCASL consists of teams from Falmouth (two teams), Sandwich, Harwich, Orleans, Dennis-Yarmouth and Bass River. Home fields are located at Trotting Park in Falmouth, Sandwich High School, Monomoy Regional High School, Cape Cod Tech Regional High School, Nauset Middle School (Eldredge Park), Ole Townhouse Meeting Road Field in Yarmouth and Baker's Field in Wellfleet Harbor. Although not as popular as the CC Baseball Summer league, the talent pool includes many current and former college and high school players throughout New England.

Wellfleet Breakers Soccer Club was founded in 2010 to provide lower cape soccer players with an opportunity to compete in the Cape Cod Amateur Soccer League. Wellfleet resident Tony Conte is the founder and general manager. A graduate from Providence College, he was captain of the 1982 PC Friars soccer team that was ranked 18th nationally. Major sponsors are Newcomb Hollow Gift Shop, Wicked Oyster, Flying Fish and Wellfleet Recreation Department. Conte, along with fellow Wellfleet resident Dan Lawless run the team. Entering their 5th year in the league, the Breakers are comprised of former Nauset High School players, local Wellfleet residents and several former and current college players.

The Breakers want to host the 3rd annual pre-season Cape Cod Cup tournament the first Wednesday and Sunday following Memorial Day Weekend at Baker's Field. Four teams play each year a semifinal and finals match. The teams that play each year are from the CCASL; Orleans, Harwich, Dennis-Yarmouth and Wellfleet. CCASL regular season matches are held every Wednesday and Sunday during June and July. Play-offs are held during the first week of August.

TOWN OF WELFLEET
APPLICATION FOR PERMIT TO USE TOWN OWNED PROPERTY

Applicant Frank Sedlak Jr

Affiliation or Group AMERICAN LEGION POST 287

Telephone Number 508 349-9151

Mailing Address BOX 950

WELFLEET, MA 02667

Town Property to be used (include specific area) Front + Side lawn of Town Hall

Date(s) and hours of use: MAY 26, 2011 7AM to 11:00 AM

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.

Memorial Day Service. OPW Please set up chairs + dias +
ground system for Band + Speakers + also row of chairs on side
for Post members.

Action by the Board of Selectmen:

_____ Approved as submitted

_____ Approved with the following condition(s): _____

_____ Disapproved for following reason(s): _____



Processing Fee: _____

Fee: _____

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTIONS

Health/Cons. Agent Signature: Comments/Conditions: Permits/Inspections needed:	Inspector of Buildings Signature: Comments/Conditions: Permits/Inspections needed:
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Police Dept. Signature: Comments/Conditions: OK	Fire Dept. Signature: Comments/Conditions: OK
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DPW Signature: Comments/Conditions: OK 3/4/14	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: cleaning by applicant
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TOWN OF WELFLEET
APPLICATION FOR PERMIT TO USE TOWN OWNED PROPERTY

Applicant Barbara Anderson

Affiliation or Group Wellfleet Gardeners

Telephone Number 203-803-9712

Mailing Address 1900 Summer St. #3

Stamford CT 06905

Town Property to be used (include specific area) _____

Summer: 120 Newcomb Hill, W1F+

Driveway between Abiyogo and Town Hall

Date(s) and hours of use: May ~~25~~³¹, 2014 - 6am - 1p.m.

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. No fees charged.

Wellfleet Gardeners' Plant Sale. Plants potted up from members' gardens are sold. Approximately 50 members will be involved. No food or beverages will be sold. Money made is spent on speakers, whose talks are open to the public.

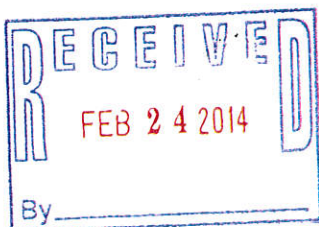
Club maintains one of the library beds and the three islands along Route 6 in Wellfleet.

Action by the Board of Selectmen:

_____ Approved as submitted

_____ Approved with the following condition(s): _____

_____ Disapproved for following reason(s): _____



Processing Fee: _____

Fee: _____

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTIONS

Health/Cons. Agent Signature: Comments/Conditions: Permits/Inspections needed:	Inspector of Buildings Signature: Comments/Conditions: Permits/Inspections needed:
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Police Dept. Signature: <i>[Signature]</i> 2/26/14 Comments/Conditions: OK	Fire Dept. Signature: <i>[Signature]</i> 2/28/14 Comments/Conditions: OK
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DPW Signature: <i>[Signature]</i> Comments/Conditions: OK 2/28/14	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: <i>[Signature]</i> Comments: OK
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**TOWN OF WELLFLEET
APPLICATION FOR PERMIT TO USE TOWN OWNED PROPERTY**

Applicant: Jocelyn Campbell and Patrick Bianchi Affiliation or Group _____

Telephone Number 508-280-5158 Mailing Address: 251 Cranview Road
Brewster, MA 02631

Town Property to be used (include specific area) Indian Neck Beach, beach area

Date(s) and hours of use: June 21st, 2014 3:30-5:30 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.

Wedding ceremony and photography spot 100-125 guests Parking is parking provided at the beach
RENTING A BUS to ferry guests to INDIAN NECK. Applicants are now aware of Beach Sticker issue + will inform guests.

Action by the Board of Selectmen:

_____ Approved with the following condition(s): _____

_____ Disapproved for following reason(s): _____





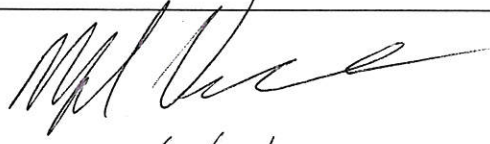
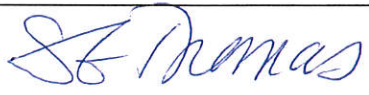
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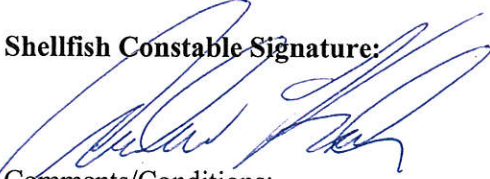
Fee: _____

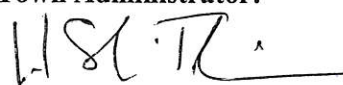
APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTIONS

Health/Cons. Agent Signature: Comments/Conditions: Permits/Inspections needed:	Inspector of Buildings Signature: Comments/Conditions: Permits/Inspections needed:
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Police Dept. Signature:  2/18/14 Comments/Conditions: OK	Fire Dept. Signature:  3/4/14 Comments/Conditions: OK
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DPW Signature:  Comments/Conditions: 3/4/14	Beach Dept. Signature:  Comments/Conditions: Parking permits required until 5 P.M. (SGT)
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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: Fee applies Beach Stickers Required until 5:00 PM
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community development partnership

22 November 2013

Berta Bruinooge
Chair, Board of Selectmen
Town of Wellfleet
300 Main Street
Wellfleet, MA 02667

Madame Chair:

I am writing to respectfully request an opportunity to address members of the Wellfleet Board of Selectmen with an update on the work of the Community Development Partnership.

For over 20 years, the CDP has worked to create affordable housing and support economic development in the eight Towns of the Lower Cape. As the relatively new Executive Director, I'd appreciate the opportunity to update you and your colleagues on our work, answer questions and here your perspectives on the affordable housing and economic development challenges in Wellfleet and the Lower Cape.

My presentation won't take more the 10 to 12 minutes. Please let me know when might be a convenient date and time. I can be reached at 508-240-7873 ext. 16 or by email: jay@capecdp.org.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jay Coburn'.

Jay Coburn
Executive Director

3 Main Street Mercantile, Unit 7, Eastham, MA 02642 ph: 508.240.7873 |

800.220.6202 fx: 508.240.5085

contact@capecdp.org www.capecdp.org www.facebook.com/capecdp

Brewster • Chatham • Eastham • Harwich • Orleans • Provincetown • Truro • Wellfleet



community development partnership

The Community Development Partnership (CDP) nurtures a vibrant Lower Cape region by:

- promoting environmental and economic sustainability
- expanding opportunities for low- and moderate-income residents
- preserving our unique cultural and historic character

Objective I: Strengthen local business sectors:

- Fishing, aquaculture & agriculture
- Arts, fine arts, creative economy
- Hospitality/tourism



CAPE COD
FISHERIES
TRUST

Cape Cod Fisheries Trust

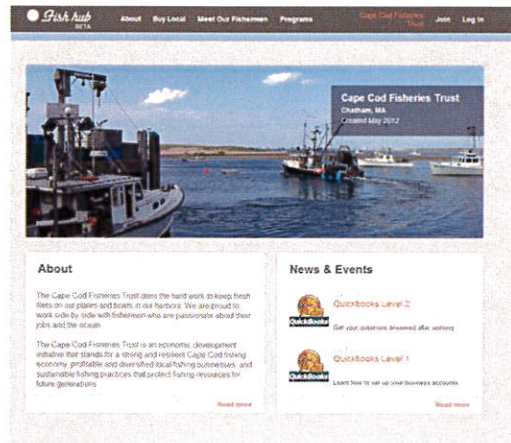
THE PROGRAM

- Collaboration with CCCFA
- Designed to preserve Cape Cod's small scale fishing industry
- Annual below market rate leases on fishing quota
- \$250K Loan Program to purchase scallop quota
- \$250K Loan fund to support ground fishermen
- Business training & support

THE IMPACT

- 200,000 lbs of scallop quota leased in 2012
- 250 hours of training and education provided annually
- \$250,000 in loan capital acquired
- 58 jobs preserved
- \$10,000,000 in revenue circulating in Lower Cape economy
- Traditional industry in the region preserved

The Fish Hub



- Business Management tool for Fishermen
- Knowledge Center
- Building Community

Micro Lending

THE PROGRAM

- Micro Loans up to \$40K
- Supporting below Median Income businesses
- Finances Capital and Operations

THE IMPACT

- 150+ Micro Loans totaling \$2.3 Million
- Industries – Food, Service, Retail, Arts and Fishing

CDP Loan Clients in Wellfleet

- \$165,340 in micro loans since 1996
- 13 businesses
- Mac's – Wellfleet Harbor Seafood Co.
- Resort Maps
- Rick Fleury Studio and Gallery
- Sunbird Food Truck
- Sol Spa
- Field Point Oyster Farm
- Blue Willow Fine Foods

Business Education and Counseling

EDUCATION

- QuickBooks
- How to Become a Non-Starving Artist
- Conservation & Trends in Green Business
- Enhancing Local Food Opportunities

COUNSELING

- One-on-One
- Business Planning
 - Financial Statements
 - Marketing Strategy
 - Cash Flow Projections
 - Collateral
 - Credit Scoring
- SCORE Mentors

Objective II: Increase the affordability & availability of safe, stable year round housing for local residents



Affordable Housing

- 67 Units
- 135 Individuals (67 Families)
- Targeted to Low/Mod. Income

Thankful Chases Pathway West Harwich

- Built in 2010
- 12 units
- 2 handicapped accessible units
- LEED Platinum Certified
- 156 Solar Panels



Affordable Housing in Wellfleet

- CDP Manages Fred Bell
- 12 Units, 1 to 3 Bedrooms
- Residents pay no more than 30% of their income in rent

Housing Rehabilitation Loan Program

THE PROGRAM

- Home Repairs and Upgrades
- Targeted to low/mod. Income
- Up to \$35,000 per household
- Collaboration with HECH*

*Harwich Ecumenical Council for Housing

THE IMPACT

- 200+ Homes over 5 years
- Contracts to Local Builders worth \$7.6 Million
- Preserved Affordable Housing Stock
- Cost Savings to Residents

First Time Home Buyer Workshop

- 4-Week Workshop, topics include:
 - Budgeting and Credit
 - Working with a Realtor
 - Obtaining a Mortgage
 - Energy Savings
- Eligibility for Affordable Mortgage Products
- 150 Participants since 2009

Objective III: Increase energy efficiency and local renewable energy generation.



Real Return Initiative

THE PROGRAM

- Expand the use of renewable energy through solar power & finance energy efficiency upgrades
- 250 Solar panels on 5 affordable units
- High efficiency boilers
- Low-flow water fixtures
- Energy Star appliance
- Over \$800,000 Investment

THE IMPACT

- Energy Conservation
- Cost Savings
 - Residents : up to \$600/year
 - CDP: \$12K in Electrical
- Revenue to Local Contractors: \$200,000
- Increased awareness of financial & environmental benefits of energy efficiency through resident education

Cape and Islands Green

- Helps Local Business reduce costs & grow business
 - Adopting energy efficiency measures
 - Reducing use of natural resources (water, fuel, paper)
 - Recycling and minimizing waste
 - Enhanced Marketing Opportunities

- 53 Verified Businesses on Lower Cape



Cape and Islands Green 53 Verified Businesses in Wellfleet

Cape Cod Five Branch

Chez Sven B&B

Discovery Maps of the Lower
Cape

Gull Cottage B&B

Kinlin Grover

Moby Dick's Restaurant

Prudential Cape Shores RE

Sunbird

The Furies

Van Rensselaer's Restaurant

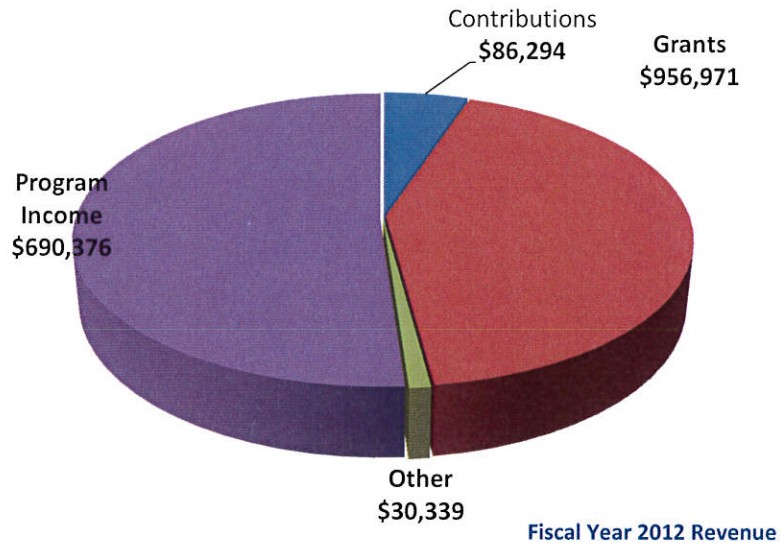
Wellfleet Chamber

Wellfleet Motel & Lodge

Winslow's Tavern



How is the CDP funded?

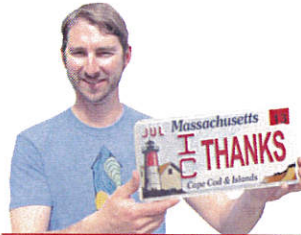


How can residents support the CDP?

- Join the CDP and make a contribution
- Become a sustaining contributor
 - Sign up to make a monthly contribution at www.capecdp.org
- Make a major commitment (\$1,000 or more) and receive a 50% tax credit--Community Investment Tax Credit

How can you support the CDP?

- Get a Cape & Islands License Plate



Keeping our communities strong.

We opened Mac's Seafood as a small retail fish market in Wallfleet 18 years ago with start-up funds from The Community Development Partnership, through a small business program supported by Cape and Islands License Plate funds. We now operate three retail seafood markets, two restaurants, a wholesale seafood market, a catering division and an online seafood shipping division!

Mac Hay

Owner, Mac's Seafood, Lower Cape

When you purchase or renew your Cape and Islands License Plate,

the revenue directly benefits the local community.

CapeAndIslandsPlate.com

Find us on 

AW17121242556



community development partnership

www.capecdp.org



Stretch Energy Code Analysis

Wellfleet Board of Selectmen

March 11th, 2014

Marcus Springer
Chair Wellfleet Energy Committee
marcus@springerarchitects.com
617 233 7059

Stretch Code in Brief

The Stretch Code is one of five criteria required by the DOER to become a Green Community.

The Stretch Code anticipates the standard code by three years.

The current Stretch Code becomes the Base Code (IECC2012) on July 1st.

The new Stretch Code is in development and will be ready by approximately fall of 2015, early 2016.

Communities who have adopted the Stretch Code can follow the 2009 Stretch Code or the IECC2012

The stretch code only applies to new construction, additions and renovations.

There is no effect on selling your home

Building to the stretch code saves the homeowner money, even accounting for increased construction costs.

Adopting the stretch code helps the town to qualify for the Green Communities Act.

If the Stretch Code Bylaw is voted in at Town Meeting, Wellfleet can apply for Green Community status in October of 2014.

Wellfleet will qualify for an approximately \$140,000 grant from the State for energy efficient projects on Town Buildings on becoming a Green Community.

ARTICLE CA: To see if the Town will vote to enact Section XVI of the Town of Wellfleet General Bylaw, entitled “Stretch Energy Code” for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the “Stretch Energy Code”, including future editions, amendments or modifications thereto, a copy of which is on file with the Town Clerk, or take any other action relative thereto.

**Board of Selectmen
Energy Committee
Planning Board
Bylaw Committee**

This article, if adopted, would require a higher standard of energy efficiency for the construction of new buildings in the Town of Wellfleet.

This article is proposed to help the Town qualify as a “Green Community.” In order to receive its “Green Community” designation the Town must meet certain criteria. This is one of the criteria.

Draft Stretch Energy Code By-Law

- § ____-1 Definitions
- § ____-2 Purpose
- § ____-3 Applicability
- § ____-4 Authority
- § ____-5 Stretch Code

§ ____-1 Definitions

International Energy Conservation Code (IECC) - The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency, and is updated on a three year cycle. Since July 1, 2010, the baseline energy conservation requirements of the MA State Building Code defaulted to the latest published edition, currently the IECC 2012, with Massachusetts amendments as approved by the Board of Building Regulations and Standards.

Stretch Energy Code - Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA of the 8th edition Massachusetts building code, the Stretch Energy Code is an appendix to the Massachusetts building code, based on further amendments to the International Energy Conservation Code (IECC) to improve the energy efficiency of buildings built to this code.

§ ____-2 Purpose

The purpose of 780 CMR 115.AA is to provide a more energy efficient alternative to the base energy code applicable to the relevant sections of the building code for both new construction and existing buildings.

§ ____-3 Applicability

This code applies to residential and commercial buildings. Buildings not included in this scope shall comply with 780 CMR 13, 34, 51, as applicable.

§ ____-4 Authority

A municipality seeking to ensure that building construction within its boundaries is designed and built above the energy efficiency requirements of 780 CMR may mandate adherence to this appendix. 780 CMR 115. AA may be adopted or rescinded by any municipality in the commonwealth in the manner prescribed by law.

§ ____-5 Stretch Code

The Stretch Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA, including any future editions, amendments or modifications, is herein incorporated by reference into the Town of Wellfleet General Bylaws, Section XVI.

The Stretch Code is enforceable by the Town of Wellfleet Building Inspector.

Stretch Energy Code Analysis

Wellfleet Board of Selectmen

March 11th, 2014

Frequently Asked Questions

In Massachusetts, cities and towns are required to follow a single state building and energy code. However as concerns mount about rising energy costs, national dependence on foreign energy sources, and climate change, many municipalities have asked the state for the right to adopt a code with a stronger energy efficiency component. As part of the Green Communities Act of 2008¹, Massachusetts has developed a second tier building code that gives cities and towns the ability to choose stronger energy performance in buildings.

This optional energy code is known as the 'stretch code'. This 'stretch code' increases the energy efficiency code requirements in municipalities that adopt it.

1. Does the Stretch Code affect an existing house or a house that is for sale?

No. The stretch code has no effect on a house that is for sale. It has no effect on an existing house unless the owner undertakes a renovation that would normally trigger building code requirements.

2. What construction projects would be impacted?

- New construction of residential buildings three stories or less
- Substantial residential renovations that would normally trigger building code requirements. Code triggers are essentially the same in base and stretch code communities.
 - Code requirements only apply to systems being altered in renovations/repairs. For example, if you are changing your windows you need code-compliant new windows but if you are changing your heating system you can keep your old windows. Replacing broken windows or storm windows does not trigger building code compliance requirements.
 - If an addition is built, then the new code only applies to the addition and not the rest of the house.
- New commercial construction over 5,000 square feet floor area
- Affordable Housing projects constructed under Chapter 40B

3. How much more efficient would a building be if it was built to satisfy the stretch code?

	Increased energy efficiency ²
New Residential Buildings	20% - 35% more efficient
New Commercial Buildings	20% more efficient

¹ <http://www.malegislature.gov/Laws/SessionLaws/Acts/2008/Chapter169>

² <http://www.mass.gov/eea/docs/doer/green-communities/grant-program/stretch-code-qa-feb10-2011.pdf>

4. Would existing buildings or historic buildings have to be upgraded to comply with the stretch code?

No. The stretch code appendix does not change the sections of the state base building code that apply to existing buildings and historic buildings. Specifically historic buildings listed in state or national registers, or designated as a historic property under local or state designation law or survey, or with an opinion or certification that the property is eligible to be listed, are exempt from both the base energy code and the stretch appendix to the energy code.

5. How would I comply with the stretch code?

If the project involves new construction, then it must follow the performance track which is based on a Home Energy Rating System (HERS) rating (see below for explanation of HERS rating). If the project involves a renovation, it can comply by following either the performance or prescriptive track

6. What are the ‘performance track’ and the ‘prescriptive track’?

The stretch code defines two methods to satisfy its requirements: the ‘performance’ track which measures the energy efficiency of the building and the ‘prescriptive’ track which requires installing specific energy efficiency measure.

- **New Residential.** The stretch code is roughly equivalent to meeting the Energy Star for Homes (Tier 2) standard for new buildings. In 2008, approximately 15% of all MA new residential construction satisfied this criterion. Under the stretch code, new homes must undergo third party testing to determine their energy efficiency rating (*see HERS section below for details*).
- **Existing Residential Renovations.** The stretch code is roughly equivalent to meeting the Energy Star base standard for building renovations. Building renovation projects may be evaluated with the ‘prescriptive’ track if the owner chooses. Typical projects to meet this requirement involve adding insulation and air sealing. The stretch code does not require the replacement of existing boilers and furnaces. (*See Residential Section below for more detail*).
- **New Commercial.** Most commercial buildings would require a set of specific energy efficiency improvements. Many of these changes have been endorsed by the federal Department of Energy and are likely to be incorporated into the next International Energy Efficiency Code (IECC) in 2012. New commercial buildings will be evaluated using the ‘prescriptive’ track. (*See Commercial Section below from more detail*).

7. Will it save me money to comply with the stretch code?

Type	Initial Cost (estimated)	Positive Cash Flow (if financed with a mortgage)	Pays for itself (estimated)
Typical Single Family Home (new)	\$3,000	immediate	3 years
Commercial Buildings (new)	1% - 3%		1 – 2 years

Yes. For example, the additional initial cost for a typical 3 bedroom single family home to comply with the stretch code would be approximately \$3,000, according to DOER modeling. This home would save approximately \$400 net

in annual energy costs. If this home was financed with a 30-year mortgage, the extra annual cost in the mortgage is approximately \$125. This results in an annual savings for the homeowner of approximately \$500 dollars per year. The entire upfront investment would be paid off in approximately 3 years.

The electric and gas utilities in the state provide financial incentives that further reduce the upfront costs of high performance buildings, and allow for even faster returns on the investment in energy saving measures.

Energy efficient mortgages are available that allow for additional borrowing taking into the account the net savings incorporated into a more energy efficient home.

Case studies of commercial buildings following the energy efficiency recommendations on which the commercial code changes are based have shown paybacks of 1 to 2 years, when standard incentives from electric utilities are included on the benefits side.

8. If adopted, when would the Stretch Code take effect?

Optional (property owner's choice)	Mandatory
Jan 1, 2014	July 1, 2014

9. Why is Wellfleet considering adopting the Stretch Code?

In recent years, energy costs have risen significantly for residents and commercial property owners. Higher building code standards can be an effective means of spurring the implementation of energy efficiency measures, reducing costs for current and future owners and renters, and mitigating energy costs for residents and the costs of doing business.

Adopting the stretch code is one of the requirements for becoming a Green Community. Green Communities will be eligible for state grants that will provide up to \$10 million annually to fund programs such as efficiency initiatives, renewable energy projects and innovative programs.

10. What Massachusetts cities and towns have adopted the stretch code?

134 Massachusetts cities and towns have adopting the stretch code. All major urban centers have adopted the Stretch Code.

11. What are some of the expected benefits of a more stringent energy code?

Adopting the Stretch code would mean that new construction and significant remodeling projects in Wellfleet would be more energy efficient. This will save money for individual homeowners and businesses.

Adoption of the stretch code will also reduce Wellfleet's production of greenhouse gases:

- Buildings represent approximately 40% of US carbon emissions
- Buildings last a long time.
- Building codes are an ideal way to address building energy consumption

12. If installing energy efficiency measures is such an obvious benefit, why do we need the stretch code, why can't the market just take care of the problem?

The market is far from a perfect communicator of the benefits of energy efficiency. For example:

- The home builder and the home buyer are generally not one in the same, (home builders are often more concerned with reducing construction costs and home buyers are concerned with construction costs and operating costs). It is much more difficult and expensive to install energy efficiency measures after a structure is built.
- Disseminating information is not costless; and estimation of the benefits is difficult. Many are not aware of the availability of energy efficient mortgages, nor tax incentives, nor utility rebate and incentive programs. Additionally there are hassle (time and effort) costs associated with incorporating energy efficient measures into a home or business.
- The retail cost of energy does not incorporate all the societal costs of consuming a gallon of home heating oil or a cubic foot of natural gas. The cost of home heating fuel does not incorporate all the environmental costs of drilling, refining, transporting and burning the fuel (e.g., green house gases which help cause global warming), nor does it incorporate the billions of dollars in military expenditures to protect foreign oil supplies, nor does it incorporate the cost the national security risks maintaining relationships with some foreign oil countries.

13. How is the stretch code different from the existing energy code?

The stretch code is more stringent than the state's base building code. For commercial buildings, it is similar to the latest International Energy Conservation Code (IECC 2009), with enhancements that require about 20% greater building energy efficiency. For residential buildings it is roughly equivalent to meeting the Massachusetts requirements of the National Energy Star for Homes (Tier 2) standard for new buildings and the Energy Star base standard for building renovations, and includes provisions for third party testing and rating of building energy performance.

Home Energy Rating System (HERS)

14. What is a HERS rating?

Under the stretch code new homes must undergo third party testing to determine their energy efficiency rating, a HERS scoring. HERS is the acronym for Home Energy Rating System. It is a scoring system established by the Residential Energy Services Network (RESNET), a national non-profit organization recognized as a national standard by such organizations as the Federal IRS, EPA, and the Mortgage industry. The scoring index is a scale from 0 up to around 100, with 100 representing the score for a 2006 code standard (the IECC 2004 with 2005 amendments) new home of the same size and type compared to the new home being evaluated. A score of zero would represent a home that uses zero net energy (e.g., a zero net energy home). Each 1 point decrease in the HERS index corresponds approximately to a 1% reduction in energy consumption. For example, a home that achieves a HERS rating of 85 would be 15% more energy efficient than the standard new code built home in 2006. Older, unimproved homes typically have ratings well over 100. The lower the score, the more efficient it is. The score is determined by energy modeling of the buildings structure and systems by a certified HERS rater.

The HERS index has been in use for many years by programs such as Energy Star Homes, and LEED for Homes, and by the Federal IRS for tax credits and energy efficient mortgages.

15. How is a HERS rating determined?

A home energy rating involves an analysis of a home's construction plans and onsite inspections. Based on the home's plans, the Home Energy Rater uses an energy efficiency software package to perform an energy analysis of the home's design. This analysis yields a projected, pre-construction HERS Index. Upon completion of the plan review, the rater will work with the builder to identify the energy efficiency improvements needed to ensure the house will meet ENERGY STAR performance guidelines. The rater then conducts onsite inspections, typically including a blower door test (to test the air-leakiness of the house) and a duct test (to test the leakiness of the ducts). Results of these tests, along with inputs derived from the plan review, are used to generate the HERS Index score for the home.

16. What training do HERS raters undergo?

HERS raters are typically experienced building design professionals who additionally undergo an intensive one to two week training course and must rate 5 homes under the supervision of an existing certified HERS rater in order to be certified by RESNET. They must also be part of a HERS rating agency or organization that provides quality assurance, liability insurance and ensures that raters meet ongoing continuing education requirements.

17. How do I find a HERS rater?

NSTAR can assist contractors and owners in finding a HERS rater. They are also listed at <http://www.resnet.us/provider>

Residential Construction

18. What residential construction projects will be affected?

New construction and renovations of residential buildings three stories or less would be subject to the residential portion of the stretch code. New construction projects would be required to use the Home Energy Rating System (HERS) and achieve an index level of 65 if the building is over 3,000 square feet or 70 if the building is smaller. A HERS index of 65 means that the home is estimated to use 65% as much energy as the same home built to the base energy code, or a 35% annual energy savings.

19. How would the construction of a new house be impacted by the stretch code?

The new construction would need to satisfy the current requirements for an 'energy star' home. In 2008, 15% of all MA new residential construction satisfied this criterion.

20. What is the anticipated cost to the property owner of complying with the code for new construction?

In almost all cases, expected energy savings from complying with the stretch code will exceed the cost. New construction projects that are designed to meet the HERS rating targets can do so cost effectively, as many builders have already demonstrated through the voluntary Energy Star Homes program.

Additional construction costs for a new, three bedroom home are estimated to be \$3,000. The additional costs can be incorporated into an energy efficient mortgage (EEM), which would result in immediate annual savings for the homeowner of \$400 / year (fuel savings less the higher mortgage costs). Home buyers who qualify for an energy efficient mortgage generally qualify for a higher mortgage payment because the lender recognizes the operational savings that result from a more energy efficient home. Much more on energy efficient mortgages can be found here: http://www.energystar.gov/index.cfm?c=mortgages.energy_efficient_mortgages

21. What is the anticipated cost to the property owner of complying with the code for additions and renovations?

In the case of building additions and renovations there are more design constraints, but lower standards to meet. Typical projects involve adding insulation and air sealing and will see relatively rapid paybacks. If major equipment upgrades are selected, then the payback could be longer. However, for renovations, equipment such as boilers and furnaces would not be required to be replaced, although the owner may have other reasons to do so.

22. How will the Stretch Code impact residential remodeling / renovation / addition projects?

Applicability of the stretch code to remodeling projects is limited to the extent of the work. Remodeling projects (e.g., home additions and renovations) have two options to meet the stretch code:

- i. The same "performance" approach as new construction but requiring a HERS index of 80 or less for significant changes to homes over 2,000 square feet, or 85 or less for homes below 2,000 square feet.
- ii. A "prescriptive" approach, where specific efficiency measures are required rather than a HERS index number. This utilizes the Energy Star for Homes program prescriptive requirements, and insulation at least equal to International Energy Conservation Code (IECC) 2009.

For example, for the prescriptive approach (no HERS rating), if windows are being replaced, then the windows must meet the code's prescriptive standards and any exposed wall cavity must be filled with insulation to the required level. The remainder of the building would not be required to be upgraded. Similarly, if a ceiling or wall cavity is opened, then the required level of insulation must be installed, but the remainder of the building's ceiling and wall cavities are not required to be upgraded with insulation. If you are replacing your boiler, you would be

required to install one that meets the stretch code standard, but you would not be required to upgrade the buildings insulation. Also, certain work is exempt, including re-roofing, installation of storm windows, alterations involving less than 50% of light fixtures in a space.

23. What are the prescriptive measures that can satisfy the stretch code?

For residential projects, the prescriptive measures consist of the Energy Star Builders Option Package (BOP), which includes the Energy Star Thermal Bypass Checklist. The BOP describes the insulation and air sealing to cut infiltration for an efficient building envelope, efficiency standards for cooling and heating equipment, allowable leakage rates for ductwork, and standards for windows, water heaters, lighting appliances, and thermostats. Energy Star rated equipment, appliances, windows, and lighting that meet the standards. The thermal bypass checklist involves visual inspection of areas in the building where air leakage could take place to ensure that sealing is effective. Copies of the Energy Star for Homes BOP and Thermal Bypass Checklist can be found at http://www.energystar.gov/index.cfm?c=bldrs_lenders_raters.homes_guidelns

24. Would Existing buildings or Historic buildings have to be upgraded to comply with the stretch code appendix?

No. The Stretch code does not change the sections of the state base building code that apply to existing buildings and historic buildings. These sections also have remained unchanged in the base code between the 7th edition and the 8th edition of the Massachusetts energy code. Specifically historic buildings listed in state or national registers, or designated as a historic property under local or state designation law or survey, or with an opinion or certification that the property is eligible to be listed, are exempt from both the base and the stretch appendix to the energy code.

25. What low-cost interventions can I do to meet the stretch code?

For renovation projects, most projects will be able to meet the stretch code by adding insulation and performing air sealing, measures such as applying caulk and adding storm windows. For new construction, the stretch code would require incremental improvements in measures and equipment installed the cost of which will be quickly paid back in energy savings.

26. Will implementing the stretch code save me money on utilities?

Yes. The stretch code is designed to tighten the building envelope and utilize efficient lighting, appliances, and equipment. As a result, the cost of heating, cooling, will decrease.

27. Currently, utilities offer rebates if a construction project exceeds energy code requirements. If Wellfleet adopts the stretch code, will Wellfleet residents still qualify for energy rebates?

Yes. This was the intent of the stretch code. Through using Energy Star rated building products and the Energy Star Thermal Bypass or Thermal Enclosure checklist.

28. Where can I find more about the utility incentives for energy efficient measures?

For NSTAR, surf to the following,

- Residential programs: http://www.nstaronline.com/residential/energy_efficiency/electric_programs/
- Non-residential programs: http://www.nstaronline.com/business/energy_efficiency/electric_programs/
- For all residential/commercial programs available in MA:
<http://www.dsireusa.org/solar/incentives/homeowner.cfm?state=MA&re=0&ee=1>

29. Are Tax credits and deductions available for energy efficiency measures?

Yes, on Federal taxes. A good summary can be found at:

<http://www.dsireusa.org/incentives/index.cfm?state=us&re=0&EE=1>

Commercial Construction

30. How will this impact new Commercial Construction?

The stretch code applies a performance-based code to commercial buildings, with the option of a prescriptive code for small and medium-sized commercial buildings.

Large buildings of any type over 100,000 square feet, and “specialty” buildings over 40,000 square feet are required to meet a performance standard set at 20% below the energy usage of the commonly used ASHRAE 90.1-2007 code⁴, demonstrated through modeling by methods and software approved by the BBRs.

Medium-sized commercial buildings, which include residential buildings of 4 stories or more, but that are less than 100,000 square feet, have the option of meeting the same 20% better than ASHRAE 90.1-2007 performance standard, or using a simplified, prescriptive energy code.

The prescriptive code is based on Chapter 5 of the IECC 2009 energy code, and adds incremental efficiency improvements primarily through:

- a. Building envelope elements (walls, roofs, windows, insulation, etc.)
- b. Commissioning requirements to ensure that buildings energy systems operate as designed.
- c. More efficient lighting power densities and improved lighting controls.
- d. A choice of one of three compliance paths: high efficiency HVAC equipment, further lighting energy reductions, or on-site renewable energy.

This prescriptive option for commercial buildings between 5,000 and 100,000 sq. ft. was developed from the Core Performance program of the New Buildings Institute. This program has been developed and used for utility incentive programs in Massachusetts for the past couple of years. The Core Performance program used over 30,000 energy modeling runs to evaluate and rank the most cost effective modifications to the ASHRAE 90.1 code, and has been run specifically with Boston climate data to represent Massachusetts. Certain areas of this prescriptive option were also updated to reflect recent energy code development for future iterations of ASHRAE and IECC codes and refined for specific application in Massachusetts where they are cost-effective.

31. How will this impact existing local businesses?

Buildings smaller than 5,000 square feet are exempt, as are building renovations, and “specialty” buildings – supermarkets, laboratories, and warehouses – below 40,000 square feet in size, due to their widely differing energy needs. These exempt buildings remain subject to the “base” Massachusetts energy code (IECC 2009 and ASHRAE 90.1-2007).

32. How much will this cost for new commercial construction?

Initial adoption of a higher performance standard for buildings is likely to result in slightly higher first costs for construction, estimated to be approximately in the 1% to 3% range for commercial buildings. However, after energy cost savings on heating and electricity are included these higher performance standards save money. In addition, the electric and gas utilities in the state provide financial incentives that further reduce the upfront costs of high performance buildings, and allow for faster returns on the investment in energy saving measures. Case studies of commercial buildings following the energy efficiency recommendations on which the commercial code changes are based have shown paybacks of 1 to 2 years, when standard incentives from electric utilities are included on the benefits side.

33. How do the benefits and costs from the commercial stretch code standards compare to the baseline code?

Case studies of specific buildings by Massachusetts utility companies National Grid and NSTAR show that the savings in reduced energy costs far exceed the greater initial construction costs. If the costs are included in a mortgage, then owners would see immediate cash-flow savings. Moreover, the utilities offer generous incentives that make the efficiency improvements even more profitable. For example, on one mid-sized office building in Warwick, Rhode Island, the additional cost was \$91,000, while the annual energy savings were \$29,500, for a three year payback. But National Grid provided a rebate of \$63,100, reducing the initial cost to \$28,000, which is covered by the first year's energy savings. More generally, we anticipate that any additional upfront costs incurred in construction should be recovered from energy savings with a payback after rebates of less than three years.

34. What kinds of technical and financial help are available to property owners and contractors?

In addition to the trainings that are offered by the state, owners and contractors will have access to the energy efficiency services, including financial incentives and loan programs, accessible through NSTAR.

For NSTAR, go to the following:

http://www.nstaronline.com/residential/energy_efficiency/electric_programs/

http://www.nstaronline.com/business/energy_efficiency/electric_programs/

35. What building types does the stretch code apply to?

The commercial parts of the stretch code apply only to new construction. Renovations of existing commercial buildings do not trigger the application of the stretch code.

36. What is required for large new commercial buildings above 100,000 square feet?

The stretch code would apply to the construction of new commercial buildings over 5,000 square feet in size, including multi-family residential buildings over 3 stories. Specialized facilities with unusual energy usage requirements such as supermarkets, laboratories, and warehouses up to 40,000 square feet are excluded; they are covered by the base code. Specialized facilities over 40,000 square feet are covered by the stretch code unless a waiver is obtained from the BBRS. Other building types with unusual energy usage profiles can also apply for a waiver from the stretch code from the BBRS.

The designed energy use in large commercial buildings is required to be at least 20% below the use expected based on the building code energy modeling standards contained in ASHRAE 90.1 2007,4 which is the latest version of the national model code for commercial buildings. This would be determined by computer modeling of the building, taking into account factors such as air sealing, insulation, and efficiency of the cooling and heating systems, ventilation, and lighting design. Builders have the flexibility to choose the set of energy efficiency features they prefer; as long as modeling shows that overall they yield the 20% reduction relative to the base ASHRAE 90.1-2007 requirements for the same building.

37. What is required for new commercial buildings between 5,000 and 100,000 square feet?

Builders of such buildings have two choices. First, they can use the same modeling as for buildings above 100,000 square feet, and meet the same standard of 20% below ASHRAE 90.1 2007. Alternatively, they can choose a set of "prescriptive" requirements for particular efficiency measures, based on the new base energy code for commercial buildings (International Energy Conservation Code 2009), supplemented by cost-effective energy saving enhancements taken from the Core Performance program developed by the New Buildings Institute. The Core Performance program and the newly updated Core Energy Code are nationally-recognized standards already in use by Massachusetts gas and electric utility companies as the basis for providing financial incentives to commercial building developers.

For more information please see the New Buildings Institute press release available here:
<http://newbuildings.org/stretchcodes>

38. What would be required of small new commercial buildings, below 5,000 square feet?

Such buildings would be exempt from the Stretch Code requirements.

39. How are new commercial buildings with special energy needs handled?

Supermarkets, laboratories, and warehouses above 40,000 square feet in size must meet the performance modeling requirements of the stretch code that apply to regular commercial buildings greater than 100,000 square feet. Because these buildings often have large and unusual energy loads they are likely to have their energy usage modeled, so meeting the standard of 20% below ASHRAE 90.1-2007 via energy modeling should be a relatively straightforward compliance approach.

Supermarkets, laboratories, and warehouses below 40,000 square feet are exempt from the stretch code requirements, but must still meet the base energy code. Other specialty buildings could apply for waivers based on evidence that they have unusual energy loads, and that they are not typically built using energy modeling.

40. How do the benefits and costs from the commercial stretch code standards compare to the baseline code?

Case studies of specific buildings by Massachusetts utility companies National Grid (NGRID) and NSTAR show that the savings in reduced energy costs far exceed the greater initial construction costs. If the costs are included in a mortgage, then owners would see immediate cash-flow savings. Moreover, the utilities offer generous incentives that make the efficiency improvements even more profitable. For example, on one mid-sized office building in Warwick, Rhode Island, the additional cost was \$91,000, while the annual energy savings were \$29,500, for a three year payback. But NGRID provided a rebate of \$63,100, reducing the initial cost to \$28,000, which is covered by the first year's energy savings. More generally, we anticipate that any additional upfront costs incurred in construction should be recovered from energy savings with a payback after rebates of less than three years.

41. What categories do multi-family residential buildings fall into?

Residential multi-family buildings that are above 100,000 square feet and at least four stories tall have to follow the same performance path (20% better than the ASHRAE standard 90.1-2007) as other commercial buildings larger than 100,000 square feet. Residential buildings between 5,000 and 100,000 square feet and at least four stories tall would be classified with commercial buildings between 5,000 and 100,000 square feet. Multi-family buildings with one to three stories of any size fall under the residential stretch code standards. In the rare case of a multi-family building of three stories or less that is larger than 100,000 square feet, the developer may elect to be treated either as a residential or as a commercial building.

42. What training and materials are available on these standards?

In addition to the websites referenced in the answer to the last question in this FAQ, the state will provide training on the IECC 2009 base energy code and an introduction to the stretch code appendix to all municipal code officials (at no cost), as well as to interested building professionals (at a cost). In addition, the major Massachusetts electric and gas utilities offer training on New Building Institute (NBI) Core Performance for commercial buildings.

43. Does the stretch code apply to major renovation projects as well as new construction?

It does not apply to renovation projects in commercial buildings. Due to the wide variety in types and conditions of commercial buildings, at this time there are no widely-accepted standards for renovating such buildings, so only new commercial buildings are covered by the stretch code requirements.

44. Does the stretch code apply to minor additions to existing buildings?

Additions to existing buildings that are large enough to require code compliance are treated in the same way as new construction for commercial buildings. Addition projects can elect to follow the performance approach to code compliance or a simplified prescriptive path.

45. What happens to buildings not covered by the 'stretch' energy code?

Building types that do not fall under the stretch code scope, such as small commercial buildings less than 5,000 sq ft, or specialized use buildings like small laboratories, will follow the existing base code requirements, which are also changing to the 8th edition of the MA building code in 2010.

Other Questions

46. How would the stretch code be implemented and enforced?

Once the stretch code is adopted by a town or city, it supplants the base energy code language and becomes the binding energy code language for building projects in that municipality. Implementation and enforcement of the code is similar to existing code, where the developer is responsible for submitting documentation of compliance to the Inspectional Services Department for review, and the building inspector conducts a site review.

47. If the state is making the statewide energy code more stringent, why should Wellfleet adopt the stretch code?

The state's base code is a minimum standard. Technology is readily available to achieve significantly greater levels of efficiency. The stretch code would be about 20% more efficient than the state's base code. So it would save more energy and further reduce greenhouse gas emissions.

Codes also "even the playing field" for property owners and developers. Some builders and developers choose to take advantage of short term savings by avoiding initial costs or passing on building operating costs to renters and lessees. If codes set a low standard, owners and developers that implement energy efficiency measures that have initially higher costs but later payoff with operating savings to their occupants they are put at a disadvantage relative to other developers.

More Detailed Information about the Stretch Code

The Stretch code is Appendix 120.AA of the 7th Edition of the Massachusetts State Building Code. The stretch code is based on the International Energy Conservation Code (IECC) 2009 energy code. The stretch code requires approximately 20% greater building efficiency than the base code. The Energy Stretch Code in its entirety can be found here: <http://www.mass.gov/eea/docs/doer/green-communities/grant-program/stretch-code-qa-feb10-2011.pdf>

A Stretch code overview can be found here: <http://www.mass.gov/eea/docs/doer/green-communities/grant-program/stretch-code-summary-jun20-2011.pdf>

A webinar answering many questions can be found here: <http://www.mass.gov/eea/docs/doer/green-communities/pubs-reports/stretch-energy-code-update-slides.pdf>

A summary table of Stretch code can be found here: <http://www.cambridgema.gov/cdd/zoninganddevelopment/specialpermits/greenbldgrequirements/stretchcode.aspx>

Summary of the Proposed Massachusetts Appendix 115.AA 'Stretch' Energy Code

Appendix 115.AA is proposed by the Massachusetts Board of Building Regulations and Standards, in collaboration with the Executive Office of Energy and Environmental Affairs, as an optional amendment to the 7th edition Massachusetts Building Code 780 CMR.

This optional 'stretch' code has been developed in response to the call for improved building energy efficiency in Massachusetts. Towns and cities in the Commonwealth may adopt Appendix 115.AA as an alternative to the base energy efficiency requirements of 780 CMR and the forthcoming 8th edition, which will be based on the recently published IECC (International Energy Conservation Code) 2009 energy code. The Green Communities Act of 2008 requires that Massachusetts adopt each new IECC within one year of its release.

The 'stretch' code is applicable to new construction of both Residential and Commercial buildings, although small commercial buildings less than 5,000 sq ft are exempt. Residential renovations and additions are also covered as summarized below:

Residential - A performance-based code requiring a Home Energy Rating System (HERS) index score as follows (lower scores mean better efficiency):

HERS index of 60 or less for new homes, both single-family and multi-family.

HERS index of 70 or less for major renovations, or 85 or less where existing heating systems are retained.

This performance-based approach will require 3rd party certification from a HERS rater to be submitted to the local building code official. A HERS index of 60 means that the home is estimated to use 60% as much energy as the same size and type of home built according to the standards of the 2006 Massachusetts energy code (which would have a HERS index of 100), or a 40% annual energy savings.

For renovations and additions of less than 600 square feet and less than 30% of the building's conditioned floor area, or where a HERS rating is not feasible, the [prescriptive code option of the Energy Star Homes program](#) for climate zone 5A applies; with insulation greater than or equal to IECC 2009 requirements for climate zone 6A (i.e., slightly more stringent than the MA base code).

"Prescriptive" means that particular measures are required, such as air sealing characteristics and insulation levels. This is instead of a "performance based" approach, where an expected level of energy use, based on modeling, is required.

Commercial – A performance-based code for large buildings with the option of a prescriptive-based code for medium-sized buildings. Buildings smaller than 5,000 square feet are exempt, and remain subject to the base code.

Large buildings over 100,000 square feet are required to meet a performance standard set at 20% below the energy usage of the commonly used ASHRAE 90.1 2007 code, demonstrated through modeling by methods and software approved by the BBRs.

Medium-sized commercial buildings, which include residential buildings of 4 stories or more, but that are less than 100,000 square feet, have the option of meeting the large building performance standard, or using a simplified, prescriptive energy code as an alternative to Chapter 13 in the current Energy Code 780 CMR.

The prescriptive code is based on Chapter 5 of the IECC 2009 energy code. As you read the revised Chapter 5, the text in black is language retained from the IECC 2009 code, while the improved energy efficiency requirements are marked in red and include:

- a. Building envelope elements (walls, roofs, windows, insulation, basements, etc.)
- b. Building classes distinguished by a "Group R" for Residential buildings and "All Other" (Commercial).
- c. Commissioning requirements to ensure those buildings' energy systems operate as designed.
- d. More efficient lighting power densities and improved lighting controls
- e. Improved air leakage requirements that are already in the MA code.
- f. A set of alternative prescriptive packages that allow several compliance paths including high efficiency HVAC equipment, reduced lighting power density, grid-responsive buildings, or on-site renewable energy.

This prescriptive "beyond code" appendix was developed from the Core Performance Guide of the New Buildings Institute, a program that has been used for utility incentive programs in Massachusetts for the past couple of years. The Core Performance program used over 30,000 energy modeling runs to evaluate and rank the most cost effective modifications to the ASHRAE 90.1 code, and has been run specifically with Boston climate data to represent Massachusetts. Certain areas of this proposal were also informed by other energy code activities around the country and refined for specific application in Massachusetts where we have confidence that they are cost-effective. For example, reduced lighting power densities reduce both first costs and ongoing electric utility costs.

This stretch code also addresses the significant energy savings possible from utilizing the more efficient HVAC equipment currently available in the marketplace. While federal minimum efficiency standards do exist, the HVAC industry has an array of equipment offerings with efficiencies that perform significantly better than those federal minimums. We included these higher standards in an optional compliance path, allowing Massachusetts to take advantage of better equipment while avoiding federal pre-emption issues.

Stretch Energy Code Benefits

Benefits for Homeowners, Community, Town, Builders

Green Community – Adoption of the stretch code fulfills one of the requirements of the State's Green Communities Act which makes towns and cities eligible to receive Green Community grants. There is up to \$10M of Green Community grant money available annually to be apportioned among qualifying Green Communities.

Saves Money – Homes built to the stretch code will return typical Wellfleet homeowners between \$27,400 and \$54,400 over 10 years. Stretch compliant commercial buildings can be cash flow positive from day 1 with internal rates of return often over 100%.

Increases Comfort & Health – Energy efficient buildings are less drafty, healthier, and more comfortable. They are warmer in the winter and cooler in the summer.

Consumer Protection – Third party performance verification provides evidence of construction quality, relative energy efficiency, and cost of operating a home.

Improves our Economy – Stretch code compliance creates local jobs. Reducing the money spent on foreign oil enhances our national security. Savings can benefit our local economy.

Improves the Environment – Will reduce pollution and greenhouse gas emissions by reducing our energy consumption.

Nothing New Needed – The measures needed to meet the stretch code are all common building techniques and the Home Energy Rating System (HERS) rating method is already used by the Massachusetts Energy Star Homes program. A substantial percentage of the Energy Star homes being built in the state today are attaining a HERS rating of 65 or better.

No additional work for town – Town building inspectors will retain sign-off authority, but will shift workload for inspection and verification to third party energy engineers. (HERS raters)

Enhances Builders Competitiveness – State and federal programs provide incentives to builders to minimize homeowner's operational expenses and offset builder's training costs. Experienced Energy Star builders have learned to consistently build stretch code compliant homes at or near the same cost as homes built to the current building code.

Enhances Wellfleet's Desirability – Wellfleet's excellent home values are dependent on providing superior schools, community services, and highly desirable homes.

Stretch Appendix to the Building Energy Code in Massachusetts

Question and Answer (Q&A) – February 2011

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General Questions

1. What is the 'stretch' code?

The 'stretch code' is an optional appendix to the Massachusetts building energy code that allows cities and towns to choose a more energy-efficient option. This option increases the efficiency requirements in any municipality that adopts it, for all new residential and many new commercial buildings, as well as for those residential additions and renovations that would normally trigger building code requirements.

2. How is the stretch code different from the existing 'base' energy code?

The stretch code appendix offers a streamlined and cost effective route to achieving approximately 20% better energy efficiency in new residential and commercial buildings than is required by the base energy code. This is largely achieved by moving to a performance-based code, where developers are required to design buildings so as to reduce energy use by a given percentage below base code, rather than being required to install specific efficiency measures. Developers have flexibility to choose cost effective and appropriately designed solutions. New residential construction must use the performance-based approach, but residential renovations and most commercial buildings may instead opt to follow a 'prescriptive' route that specifies a set of minimum energy efficiency requirements for different building materials and systems. In the commercial case these add up to approximately a 20% improvement over the base code. Many of these changes have been endorsed by the federal Department of Energy and are likely to be incorpo-

rated into the commercial chapter of the next International Energy Conservation Code (IECC) in 2012.

3. Why did the Board of Building Regulations and Standards (BBRS) create this option?

There have been mounting calls for additional stringency in the building energy code, linked to the desire to reduce energy costs, cut dependence on imported fuels, and address concerns about climate change and national security.

Several towns and cities asked for the ability to adopt their own stronger energy code, and/or proposed legislative changes to allow municipalities to strengthen their building code and zoning options.

In response to this, the BBRS, along with the state's energy and environmental agencies, collaborated with regional and national code experts to develop one 'stretch' code that is consistent across the state, in order to meet demands for a stricter code without having multiple standards in different cities and towns.

4. What are some of the expected benefits to a municipality of a more stringent energy code?

The stretch code allows municipalities to take meaningful action on energy use and climate change; it will yield significant cost savings for local residents and businesses, and will increase design and construction firm competitiveness in the growing green building marketplace.

5. What is the anticipated cost of the stretch code?

Construction costs are estimated to rise approximately \$3,000 for a typical single family home, and by 1% to 3% of total costs for commercial buildings. However, after energy cost savings on heating and electricity are included these higher performance standards save money. In addition, the state's electric and gas utilities provide financial incentives that further reduce the upfront costs of high performance buildings.

For example, a residential home purchased with a 30-year mortgage would typically result in net savings to the homeowner in the first year due to energy bill savings that are larger than the increase in mortgage payments from construction and financing costs. Case studies of commercial buildings utilizing the improvements on which the commercial code changes are based have shown paybacks of 1 to 2 years, when standard incentives from electric utilities are included on the benefits side.

6. Where can I find and read more about the stretch code appendix?

The stretch code appendix language is freely available on the Massachusetts BBRs website,¹ Along with a 2-page summary² of the code and other explanatory documents. In addition the stretch code appendix 780CMR 115.aa can be found with the rest of the Massachusetts energy code in the state bookstore. As the commercial stretch code in particular amends the base energy code, they are best read together. The base energy code is now the International Energy Conservation Code, 2009 edition (IECC 2009) currently available for free from the ICC website³ due to a sponsorship by the Department of Energy, and also available for sale from other online book stores.

¹ Stretch code language:

http://www.mass.gov/Eeops/docs/dps/8th_edition/115_appendices.pdf

² Stretch code 2-page summary:

http://www.mass.gov/Eeops/docs/dps/inf/stretch_code_overview_jun05_09.pdf

³ The IECC 2009 code book is available for free download or purchase from the ICC website at:

<http://www.iccsafe.org/store/pages/doeregistration.aspx>
<http://www.iccsafe.org/e/prodshow.html?prodid=3800S09&stateInfo=fEadjxjbnWjcd baj1729|5>

Scope

7. What building types does the stretch code apply to?

The stretch code applies to both residential and commercial buildings:

a) Residential buildings from single family homes up to and including buildings 3 stories or less of any size. It applies to new construction, additions, and major renovations. Historic buildings are exempt from both the stretch code and the base code.

b) New commercial buildings over 5,000 square feet in size, including multi-family residential buildings over 3 stories., Supermarkets, laboratories, and warehouses are exempt if they are below 40,000 square feet. Other building types with unusual energy usage profiles can also apply for a waiver from the stretch code from the BBRs.

8. Does the stretch code apply to major renovation projects as well as new construction?

For commercial buildings: no, for residential buildings: yes. The stretch code has less stringent energy performance requirements for renovations than for new buildings. In addition, those doing additions and renovations have the option of using a simple 'prescriptive' path to code compliance. The prescriptive path specifies a set of minimum energy efficiency requirements for different building materials and systems, instead of requiring energy performance modeling and testing. This flexibility is available due to the greater design constraints involved in working with an existing building. Due to the wide variety in types and conditions of commercial buildings, at this time there are no widely-accepted standards for renovating such buildings, so only new commercial buildings are covered by the stretch code requirements.

9. Does the stretch code apply to minor additions to existing buildings?

Additions to existing buildings that are large enough to require code compliance are treated in the same way as new construction for commercial buildings, and in the same way as renovations in residential buildings. In both cases those doing additions can follow the performance approach to code compliance or a simplified prescriptive path. For residential additions, the prescriptive path is very similar to the base energy code but

also requires the use of a checklist to ensure quality installation of insulation and air sealing, use of Energy Star windows, doors and skylights as appropriate, and tighter duct sealing for new heating and cooling systems.

10. What happens to buildings not covered by the stretch code?

Building types that do not fall under the stretch code scope, such as small commercial buildings under 5,000 sq. ft., will follow the existing base energy code requirements, which changed in July, 2010 to the IECC 2009 code with minor Massachusetts amendments.

11. What categories do multi-family residential buildings fall into?

Residential multi-family buildings that are above 100,000 square feet and at least four stories tall have to follow the same performance path (20% better than the ASHRAE standard 90.1-2007) as other commercial buildings larger than 100,000 square feet. Residential buildings below 100,000 square feet and at least four stories tall are classified with commercial buildings between 5,000 and 100,000 square feet. Multi-family homes with one to three stories of any size fall under the residential stretch code standards. In the rare case of a multi-family building of three stories or less that is larger than 100,000 square feet, the developer may elect to be treated either as a residential or as a commercial building.

12. Does the stretch code apply to historic buildings?

Both the stretch code and the base energy code exempt historic buildings listed in state or national registers, or designated as a historic property under local or state designation law or survey, or with an opinion or certification that the property is eligible to be listed.

Standards

13. What standards are the stretch code appendix based on?

The residential stretch code is based on the pre-existing 'Energy Star for Homes'⁴ program developed by the federal EPA and Department of Ener-

⁴ The Massachusetts New Homes with Energy Star program website is: <http://www.energystarhomes.com/>

gy, and customized for Massachusetts. This Energy star program is in turn built upon the Home Energy Rating System (HERS) which is developed and administered by the national Residential Energy Services Network (RESNET).⁵

The Commercial stretch code for buildings from 5,000 square feet to 100,000 square feet is based on the International Energy Conservation Code (IECC 2009), which is now the base energy code for Massachusetts, with further improvements derived from the New Buildings Institute (NBI) Core Performance program for commercial buildings (recently revised and published as the Core energy code).⁶ Above 100,000 square feet commercial buildings are required to show a percentage reduction below ASHRAE 90.1-2007 energy standards.⁷ This performance approach is also an option for smaller commercial buildings.

14. What training and materials are available on these standards?

In addition to the websites referenced in the prior question, training on the IECC 2009 base energy code and an introduction to the stretch code appendix was offered to all municipal code officials (at no cost), as well as to interested building professionals (at a discounted cost), throughout 2010. Training on the stretch code and building best practices will be continuing through 2011 with more focus on reaching design and construction professionals. In addition, the Massachusetts Energy Star Homes program provides training covering HERS and other requirements of the residential stretch code, given the large overlap with the Energy Star Homes program. The major Massachusetts electric and gas utilities also offer occasional training on the New Buildings Institute (NBI) Core Performance program and their customized incentive programs for commercial buildings.

⁵ The RESNET website is: <http://www.natresnet.org/>

⁶ The Core energy code is available online at: <http://www.newbuildings.org/codes.htm>

⁷ The ASHRAE 90.1-2007 standard is readable online in a Java enabled browser at: http://openpub.realread.com/rserver/browser?title=/ASHRAE_1/ashrae_90_1_2007_IP_1280

Process

15. How would a town or city adopt the stretch energy code?

Towns and cities in Massachusetts may choose to remain on the base energy code or to adopt the stretch code as their mandatory energy code requirement. A city or town can adopt the stretch appendix by a vote of their appropriate elected officials: typically the town meeting in a town; or in a city the mayor and the city council or aldermen. Interested municipalities are encouraged to hold a public hearing to get input on and raise awareness about their intention to adopt the stretch code. As of January 1st 2011, 64 municipalities had adopted the stretch code.

16. How soon after a town or city adopts it would the stretch code take effect?

In order to provide consistency among communities, once adopted the stretch code can only go into effect on January 1st or July 1st, and there must be at least six months between adoption and when the stretch code becomes mandatory. For example: if Town A voted to adopt in November 2010, then on July 1st 2011 the stretch code would become mandatory. During the interim period the stretch code would be an option for builders to use.

Enforcement/Requirements

17. How is the stretch code implemented and enforced?

Implementation and enforcement of the code is similar to existing code, where the developer is responsible for submitting documentation of compliance to the building inspector for review, and the building inspector conducts a plan and site review.

18. What is the role of a building code official and a HERS rater for residential projects?

Residential buildings meeting the stretch code through a HERS rating and EPA thermal bypass or thermal enclosure checklist require independent certification by a HERS rater. The rater will produce a report detailing the energy systems in the building and will provide a HERS index score, together with proof of whether the home qualifies for any federal tax credits. Submission of the HERS report, together with a completed Energy

Star Thermal checklist, are the steps required to demonstrate compliance with the energy portions of the code, and must be submitted to the local building inspector prior to receiving a certificate of occupancy. In this way the local inspector retains their oversight role but the additional energy requirements do not place a significant additional burden on their time.

19. What happens in 2012/13 when the base energy code changes?

Sometime in 2011 the next IECC base energy code (IECC 2012) will be published and the Green Communities Act requires that Massachusetts adopt it within one year i.e. in 2012. During that one year transition period the BBRs will consider adoption of an updated 2012 stretch code to maintain a gap between the base and the stretch energy requirements. Once a new stretch energy code is available the old stretch appendix will be rescinded by the BBRs. However, municipalities will remain stretch code or base code communities through the code change from 2009 to 2012 unless they elect to change their status. For example municipalities who have previously adopted the stretch code will automatically become stretch code 2012 municipalities, unless they choose to rescind their stretch code adoption

Residential Building Questions

R1. How do I meet the residential stretch code for new homes?

For new residential homes including multi-family homes of 3 stories or less, builders essentially follow the 2006 Energy Star for Homes program requirements in Massachusetts, and must show that each unit meets or is below a maximum HERS index score. For new homes greater than 3,000 ft² in size the maximum HERS score is 65 (similar but not identical to Energy Star tier 2), for smaller homes less than 3,000 ft² the maximum HERS score is 70. In addition the homes must be inspected using the Energy Star Thermal Bypass or Thermal Enclosure Checklist and as with the new base energy code likely require duct testing. These inspections ensure that the home is well air-sealed, while the HERS rating ensures that the home is designed to be well insulated with efficient heating, cooling and lighting – all measures that save energy and reduce utility bills.

R2. What is a HERS rating?

HERS stands for 'Home Energy Rating System,' and is a national standard that uses information on the design of the energy systems in a home to calculate, via computer modeling, the average energy needs of that home and give it a rating score. The HERS Index was developed by the non-profit Residential Energy Services Network (RESNET) for the mortgage industry, and is utilized by the Federal Internal Revenue Service (IRS) and the LEED for Homes program. On the HERS 2006 index scale smaller numbers are better, with 0 representing a net zero energy home, and 100 representing a home built to meet the national model energy code in 2006 (the IECC 2004 with 2005 amendments). A HERS rating of 65 means that the home uses about 35% less energy than the same size home built to the 2004/2005 IECC code requirements. The Residential Stretch code is based on the nationally successful 'Energy Star for Homes' program requirements, which utilize HERS ratings.

R3. Do I have to get a HERS rating?

New homes built under the stretch code must get a HERS rating. Renovations and additions to homes have the option of the HERS rating or a 'prescriptive' approach, whereby specific efficiency measures are required, but no computer modeling is done. The HERS performance-based approach provides an excellent way to ensure that homes are not only well designed but also well built. As part of the HERS rating the home will be tested for air leakage, and under both the base and the stretch code homes with heating and cooling ducts may also have those tested for leakage. Combined with the EPA thermal checklist the HERS rater, builder and building inspector can have confidence that the completed homes really are energy efficient.

R4. How do I meet the residential stretch code when making renovations to existing homes?

Existing homes being renovated or expanded have two choices when it comes to stretch code compliance. The performance option is based on a HERS rating, while the prescriptive option uses the base IECC 2009 energy code, but in addition requires quality assurance with either the Energy Star Thermal Bypass or the new Thermal Enclosure checklist and the use of Energy Star win-

dows doors and skylights where replacements are made. If the prescriptive option is chosen, then you only need to meet code for the systems that are being replaced. This means that adding a new efficient boiler does not require changing the windows, and adding wall and attic insulation does not require modifying the basement – although it may often make sense to combine measures where that is cost-effective.

Choosing to follow the HERS rating approach used by new construction often makes sense when doing a whole house renovation. While using the same HERS approach as new homes, existing homes have an easier standard to meet. The maximum allowable HERS score is 80 for home renovations greater than 2,000 ft² and 85 for renovated homes less than 2,000 ft².

R5. If I'm doing a small remodeling project, like a kitchen or a bathroom renovation, will I have to meet the stretch energy code?

If a small renovation involved replacing a couple of windows and opening part of a wall cavity, then those new windows and wall cavity would have to be brought up to the stretch code, just as the plumbing in the kitchen or bathroom being remodeled would have to comply with the plumbing code. However, improving a kitchen or bathroom would not trigger required changes to the rest of the home such as attic insulation or a new heating system. Only the systems being modified have to be brought up to code. Despite not being required, your contractor, utility company and code official may suggest cost-effective changes (often with tax and rebate incentives to reduce your energy bills) that you may want to consider doing at the same time.

R6. How do I find a HERS rater?

HERS raters work with the residential builder/developer/design team, and should be included in the team from the outset. An updated list of HERS provider companies is available on the Energy Star Homes website. The Energy Star for Homes program staff can also help you to contact a HERS rater in your region.

R7. What training and certification do HERS raters undergo?

HERS raters are typically experienced building professionals, who in addition take a week- or

two week-long intensive training course in residential energy efficiency. After completing the training, learning how to use HERS rating software, and passing a test,⁸ new raters must also complete at least 5 ratings with an experienced HERS rater before being able to independently award ratings. In addition to this initial training and certification, HERS raters must be affiliated with a company that is certified as a HERS provider, and is responsible for ongoing code education and quality assurance oversight of the HERS rater's work. The HERS providers also carry liability insurance and allow builders to request a review from a second HERS rater in the rare case of disputes.

R8. What testing equipment is required to meet the residential stretch code?

HERS ratings require testing of the air leakage rate of residential units. In addition, for homes that have forced air heating and central air conditioning systems that have ductwork running outside of the heated portion of a house, a duct leakage test is needed. These tests help calculate how much energy is needed to heat and cool a home, and help builders to identify possible problems before a home is completed, when there is still time to fix them cost-effectively.

R9. Are there enough HERS raters and testing equipment available, and what do they cost?

In 2008 over 15% of all new homes in Massachusetts were built through the Energy Star for Homes program, in 2009 that climbed to 34%, without any noticeable shortages. The majority of these homes used HERS raters and testing equipment to achieve a HERS rating. The growing interest in HERS ratings has led to more building professionals going through HERS training and certification and expanded sales of blower door and duct testing equipment. The Massachusetts Energy Star Homes website now lists several new HERS provider companies,⁹ and many more builders as Energy Star Homes partners. There is already in place an active market for HERS raters

and testing equipment, and we don't anticipate demand for HERS raters exceeding the supply.

Costs for HERS ratings currently range from around \$600 to \$1,500 per unit in Massachusetts, and they are also subsidized by the utility-sponsored Energy Star for Homes program. The price variation may reflect differing levels of technical assistance to the builder depending on their needs and preferences.

R10. How much more does it cost to build to the stretch code, and how does this compare to the energy savings?

For new construction additional first costs are estimated at around \$3,000 for a 2,700 square foot single family home, including the cost of a HERS rater. This is reduced to about \$1,700 after receipt of \$1,300 in utility rebates, which translates into around \$125 a year when rolled into a 30-year mortgage at 6% interest. But these investments reduce energy bills by about \$500/year, resulting in net annual savings to the homeowner of about \$400. For a larger 4,400 ft² home the additional costs are higher but so are the energy savings, resulting in a net annual savings of \$1,100. This is an excellent value for the home buyer and a marketing opportunity for builders who are looking for another way to differentiate new homes from existing ones.

In the case of renovating a 3-unit urban triple-decker, the minimum additional construction costs for all three units combined relative to meeting the new base energy code is only around \$1,400, while the annual energy savings are over \$130 per year, yielding small but immediate net cash savings to the unit owners. Larger annual savings could be achieved by more aggressive energy efficiency improvements, but the stretch code requirements for renovations are modest.¹⁰

R11. What financial savings/rebates are there from building to the stretch code?

The stretch code is designed to allow builders to maximize use of the Energy Star Homes program

⁸ More information on the HERS rater test is available here:

<http://www.resnet.us/rater/tests/rater.htm>

⁹

http://www.energystar.gov/index.cfm?fuseaction=new_homes_partners.showStateResults&s_code=MA

¹⁰ Separate documents are available that summarize the detailed cost-benefit analysis that has been undertaken to help set the appropriate level of energy efficiency for the stretch code. These calculations do not include substantial financial incentives available both from utilities in Massachusetts and through federal tax credits (see next question).

with its full range of training, support and financial incentives. A new home with a HERS rating of 65 or less currently qualifies for \$1,250 from the Energy Star utility sponsors, and additional rebates are available for installing high efficiency heating and cooling equipment, appliances and lighting. The utility companies also provide \$650 to partially or fully cover the cost of hiring a HERS rater to work with the builder.

For existing home renovations there are tax credits for the homeowner as well as the same utility incentives on efficient equipment, appliances, and windows. There are also major incentives available to add insulation and reduce air leakage in existing homes, through the MassSave program sponsored by the gas and electric utility companies.¹¹

R12. How is the MA stretch code different from the existing Energy Star for Homes program?

The Energy Star for Homes program is a voluntary program for home builders. In Massachusetts it is currently administered by ICF International on behalf of the major electric utilities in the state, and has over two hundred builders enrolled.¹² The program accounted for 15% of all new homes in Massachusetts in 2008 and 34% in 2009. There are currently 3 tiers to the Energy Star program. The stretch code essentially makes the 2006-2010 Energy Star program requirements mandatory in any adopting municipality, and sets a specific minimum HERS index rating of 65 or 70 based on size for new homes, and less strict requirements for renovations.

R13. Do I have to use the Energy Star program?

The Energy Star Homes program is strongly recommended, but not required. It is also going through a transition from Energy Star v2.0 to Energy Star v2.5 and ultimately v3.0. Residential builders in stretch code communities will be required to get a HERS rating for new homes and the utility funded programs can help offset the cost of this rating. In the case of renovation or

additions to existing buildings builders may instead utilize the prescriptive option – using only Energy Star qualified new windows, doors and skylights and carefully sealing ducts that are outside the heated space if installing new heating systems. In both cases builders must also complete the Energy Star Thermal Bypass or Thermal Enclosure Checklist. In order to simplify qualification for the rebates, training and technical assistance that are offered we recommend that builders participate in the Energy Star Homes program, but it is not mandatory.

R14. How does the building official in my town/city check whether I met the stretch energy code?

For several years, under both the 7th edition and the 8th edition base energy code in Massachusetts it has been possible to show code compliance by achieving a HERS rating and/or Energy Star Homes certification, and submitting a copy of the HERS report and Energy Star paperwork to the local building code official to demonstrate this. The stretch code expands the use of this existing code compliance option to all residential construction. Building code officials have been receiving free training on the new base energy code and the stretch code. An updated 2011 training¹³ is also open and available to interested building professionals for a small fee to cover costs.

R15. How does the stretch code work with LEED for Homes?

LEED for Homes is a voluntary residential green building program that includes a significant energy efficiency component. The mandatory energy and atmosphere requirements of the LEED for Homes program are the minimum Energy Star Home requirements of a HERS 85 rating and a completed Thermal Checklist. Homes can then gain additional points for achieving a lower HERS score. Because LEED for Homes and the stretch code share the same HERS and Energy Star underpinnings they are fully compatible.

R16: When following the prescriptive path for residential additions or renovations can the builder or architect complete the thermal checklist?

¹¹ <http://www.masssave.com/residential/>

¹² http://www.energystar.gov/index.cfm?fuseaction=new_homes_partners.showAreaResults&s_code=MA&msa_id=all

¹³ The MA building energy code training home page is at: <http://www.cetonline.org/Events/events.php?id=124>

Yes. They do have to sign to say that the relevant measures were checked in the field. A HERS rater is needed only if a HERS rating is needed or to go through the Energy Star Homes program (primarily for new construction and gut retrofits).

Commercial Building Questions

C1. What building types are covered by the commercial stretch code?

New buildings, and new additions to existing buildings covered by the commercial energy code, that are greater than 5,000 ft² in size are covered by the stretch code appendix. New commercial buildings smaller than 5,000 square feet, as well as renovation to existing commercial buildings are exempt from the stretch code and remain covered by the base energy code.

C2. What is required for large new commercial buildings above 100,000 square feet?

The designed energy use in large commercial buildings is required to be at least 20% below the use expected based on the energy modeling standards contained in ASHRAE 90.1 2007,¹⁴ which is the latest version of the national model code for commercial buildings. This is determined by computer modeling of the building energy use, taking into account factors such as air sealing, insulation, efficiency of the cooling and heating systems, and lighting design. Builders have the flexibility to choose the set of energy efficiency features they prefer, as long as modeling shows that overall these features yield the required 20% reduction relative to the base ASHRAE 90.1-2007.

C3. What is required for new commercial buildings between 5,000 and 100,000 square feet?

Builders of such buildings have two choices. First, they can use the same modeling approach as buildings larger than 100,000 ft², and show that the expected energy use is at least 20% below the code requirements of ASHRAE 90.1 2007. Alternatively, they can choose a set of 'prescriptive' requirements for particular efficiency measures, based on the new base energy code for commer-

cial buildings (IECC 2009 Ch.5), supplemented by enhancements taken from the Core Energy Code developed by the New Buildings Institute (NBI).¹⁵ The Core Energy Code and its precursor the Core Performance Guide are nationally-recognized standards already in use by Massachusetts gas and electric utility companies as the basis for providing financial incentives to commercial building developers.

C4. What is required of small new commercial buildings, below 5,000 square feet?

Such buildings are exempt from the Stretch Code requirements.

C5. How are commercial renovations handled by the stretch code?

Commercial renovations are exempt from the Stretch Code requirements.

C6. How are new commercial buildings with special energy needs handled?

Supermarkets, laboratories, and warehouses **above 40,000** ft² must meet the performance modeling requirements of the stretch code that apply to regular commercial buildings greater than 100,000 square feet. Because these buildings often have large and unusual energy loads developers are likely to model their energy usage as a standard design practice, so meeting the standard of 20% below ASHRAE 90.1-2007 via energy modeling should not require a new compliance approach.

Supermarkets, laboratories, and warehouses **below 40,000** ft² are exempt from the stretch code requirements, but must still meet the base energy code. Other specialty buildings can apply to the Mass. BBRS for waivers based on evidence that they have unusual energy loads, and that they are not typically built using energy modeling.

C7. How do the benefits and costs from the commercial stretch code standards compare to the baseline code?

Case studies of specific buildings by Massachusetts utility companies National Grid and NSTAR

¹⁴ Specifically: ASHRAE Standard 90.1-2007 Energy Standard for Buildings Except Low-Rise Residential Buildings, Appendix G.

¹⁵ For more information please see the New Buildings Institute press release available here: <http://www.newbuildings.org/downloads/press/MAAdoptSStretchCode.pdf>

show that the savings in reduced energy costs far exceed the greater initial construction costs. If the costs are included in a mortgage, then owners would see immediate cash-flow savings. Moreover, the utilities offer generous incentives that make the efficiency improvements even more profitable. For example, on one mid-sized office building in Leominster, Mass, the additional cost was \$101,000, while the annual energy savings were \$27,600, for a three year payback. But the utility energy efficiency program provided a rebate of \$66,600, reducing the initial cost to \$34,000. As a result, the energy savings pay for the extra costs in just over one year. More generally, we anticipate that any additional upfront costs incurred in construction should be recovered from energy savings with a payback after rebates of less than three years.

C8. How does the stretch code work with LEED buildings?

The commercial stretch code has two code compliance pathways. Both of these qualify for LEED new construction points, and require no additional work because of the stretch code. If pursuing the performance approach, then achieving the stretch code standard of 20% below ASHRAE 90.1-2007 uses the same baseline and modeling as the 2009 LEED program and qualifies for 5 out of 19 LEED energy and atmosphere points. Many LEED buildings will go significantly beyond these energy efficiency requirements, in order to obtain additional LEED points. Similarly, meeting the stretch code through the Core Performance-based prescriptive approach qualifies for LEED points.

C9. Does the stretch code require 3% renewable electricity or solar panels?

There is an option under the prescriptive path of the stretch code to meet one of the requirements of the code with onsite renewable electricity generation. However, this is not a requirement for all buildings, it is merely one of three options under the prescriptive approach, and builders may also choose to meet the commercial stretch code requirements using the 20% better than ASHRAE 90.1-2007 modeling approach. The three options which appear in section 507 of the prescriptive code option for buildings between 5,000 and 100,000 square feet are:

- a) More efficient heating and cooling equipment – widely available and with utility rebates that offset much of the incremental cost.
- b) More efficient lighting – also widely available and eligible for significant utility rebates.
- c) Providing at least 3% of the onsite electric load from onsite renewable generation – which qualifies for both large federal tax incentives and significant state renewable energy incentives administered by the Department of Energy Resources¹⁶ and the Massachusetts Clean Energy Center¹⁷ (MA CEC).

¹⁶<http://www.mass.gov/?pageID=eoeeterminal&L=5&L0=Home&L1=Energy%2c+Utilities+%26+Clean+Technologies&L2=Renewable+Energy&L3=Solar&L4=RPS+Solar+Carve->

Out&sid=Eoeea&b=terminalcontent&f=doer_renewables_solar_about-the-rps&csid=Eoeea

¹⁷ <http://www.masscec.com/index.cfm?pid=11159>

Memo

To: Board of Selectmen
From: Conservation Commission
CC: Health and Conservation Agent
Date: February 27, 2014
Re: Indian Neck

We are writing to share with you a proposal for the Indian Neck/ Chipman's Cove beach, boating, and shellfishing area. Over the years we have witnessed the creation of new vehicular paths all over this area. These paths have destroyed vegetation, wildlife habitat and increased erosion and stormwater runoff within the Wellfleet Harbor ACEC and on Town of Wellfleet Land.

The attached proposal was drafted by AmeriCorps member Joelle Mushell and reviewed by the Commission. The proposal involves the installation of split rail fencing and American beach grass. We would like to know your thoughts on moving ahead with this project or a similar one.

We look forward to hearing from you.

Split Rail Fence Calculations



To see all the details that are visible on the screen, use the "Print" link next to the map.



38 rails @ 7.25 ea. = 275.50
 28 posts @ 11.00 ea = 308
583.50

of Fence Sections

- A = ~16ft - one
- B = ~12ft - one
- C = ~12ft - one
- D = ~24ft - two
- E = ~32ft - three
- F = ~23ft - two
- G = ~72ft - seven
- H = ~12ft - one
- I = ~10ft - one

# of Rails	# of Posts
2	2
2	2
2	2
4	3
6	4
4	3
14	8
2	2
2	2
<u>38</u>	<u>28</u>

**Resolution in Support of Reconstruction of the
Route 6 Main Street Intersection in Wellfleet, Massachusetts**

Whereas, the Route 6 Main Street Intersection has been identified by the Wellfleet: Route 6 Safety Study as one of the locations in need of improvement; and

Whereas, this Route 6 Main Street intersection has had numerous motor vehicle, bicycle and pedestrian accidents, including fatalities; and

Whereas, the Wellfleet Board of Selectmen has identified the improvement to the Route 6 Main Street intersection as being of high priority; and

Whereas, the Wellfleet Board of Selectmen resolves to reiterate support to the Massachusetts Department of Transportation for a Federal Aid project to reconstruct the Route 6 Main Street Intersection; and

Further, that the Wellfleet Board of Selectmen support the 2014 Annual Town Meeting article authorizing funding for the engineering design for the Route 6 Main Street Intersection; and

NOW, THEREFORE, BE IT RESOLVED, that the Wellfleet Board of Selectmen directs the Town Administrator to initiate a Request for Proposal (RFP) for engineering services for the design of the Route 6 Main Street Intersection Project.

Berta Bruinooge, Chairman

Paul Pilcher, Vice Chairman

John Morrissey, Clerk

Dennis Murphy, Selectman

Jerry Houk, Selectman

Date:



TOWN OF WELFLEET

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

To: Board of Selectmen, Finance Committee
From: Harry Terkanian, Town Administrator
Subject: FY 2015 Capital Budget
Date: March 7, 2014

The March 7, 2014 version of the capital plan is in the Selectmen's packet for the March 11th meeting. There are some minor changes as follows:

- The DPW Director has requested the inclusion of \$28,000 for an additional piece of equipment for plowing sidewalks and other small "utility" type work. Recent winter experience has demonstrated the need for this equipment.
- Mayo Beach parking lot repaving has been moved to FY 16
- Relocation of the Swap Shop has been moved to FY 16 although there have been concerns expressed about the present condition of the building. At present we have only a "back of the envelope" estimate for this project and some thought should be given to whether the building can be relocated or must be rebuilt and if rebuilt, what adjustments to the design need to be considered.
- The shading of the leftmost column of the CIP is intended to indicate as follows:
 - Yellow – Borrowing
 - Green – Ambulance Fund
 - Blue – CPA and potential grants
 - Lavender – potential candidates for additional borrowing
- The overall approach here is to minimize the amount of borrowing in light of anticipated additional borrowing demands in future years and funding the remaining items from either the property tax or free cash consistent with staying within the levy limit and maintaining the free cash reserves required by the Town's financial policy.
- I have reviewed the potential borrowing items in the February 25th "Partial Reference Sheet" the recommended ones are in lavender on the CIP sheets. Of the remainder, some have been deferred or were already included in the planned borrowing, the remaining are items with short useful lives (IT items) or are small enough not to offer significant relief. We are checking to see if there are insurance proceeds remaining from the February 7-8, 2013 storm which can be used to fund the ball field backstop at the elementary school.

February 25th, 2014

Wellfleet 2015 Capital Improvement Budget Plan Partial Reference Sheet

The draft Town Administrator's plan currently includes \$743,996 of New Debt and \$1,016,716 from 'Raise & Appropriate & Free Cash'. Below is a partial list of items on the draft Capital Improvement Plan Budget that are requested and planned to be sourced via 'Raise & Appropriate / Free Cash'. If we approve the items below for expenditure, I suggest we consider that some of them be funded via borrowing.

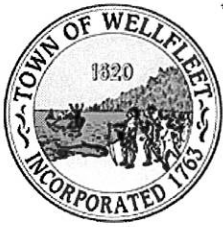
1. Information Technology	\$77,500
2. Shellfish cultch barge	\$90,000
3. Outboard motor	\$ 8,500
4. Library clapboard & painting	\$60,000
5. Library flooring	\$20,000
6. DPW waste oil burner	\$15,000
7. DPW 1 ton truck	\$64,000
8. Mayo Beach parking	\$67,000
9. S. Wellfleet general store parking	\$37,500
10. Lieutenant Island Bridge	\$20,000
11. Little League backstop	<u>\$17,000</u>
Total	\$476,500

	FY 2015 Request	FY 2015 TA	FY 2015 Fin. Com.	FY2015 BOS	FY 2016 Request	FY 2017 Request	FY 2018 Request	FY 2019 Request	FY 2020 Request	FY 2021 Request	FY 2022 Request	FY 2023 Request	FY2024 Request	Notes
Information Technology														
Fiber Town Network - Phase 2					\$40,000	\$30,000								COA
Fiber Town Network - Phase 3							\$25,000							Library, DPW
Fiber Town Network - Phase 4														Harbor and Beach Offices
Network Upgrades - Phase 3	\$17,500	\$17,500			\$17,500									Library
Network Upgrades - Phase 4														Town Hall
Network Upgrades - Phase 5														10 Gb over fiber
Network Upgrades - Phase 6									\$40,000					New Police Station?
Wireless Town Network - Phase 1	\$20,000	\$20,000			\$5,000	\$5,000		\$20,000						Town Hall, Library, Police, Fire, DPW
Wireless Town Network - Phase 2														COA, Beach Office, Public Access
Wireless Town Network - Phase 3														COA, Harbor, Public Access
Wireless Town Network - upgrade	\$15,000	\$15,000												1 Gb wireless
Video Surveillance - Phase 1														Harbor, Town Hall
Video Surveillance - Phase 2														PD, FD, Library
Video Surveillance - Phase 3														Beaches
Virtual Desktops - Phase 1	\$20,000	\$20,000						\$10,000						Library
Virtual Desktops - Phase 2														Town Hall, DPW
Virtual Desktops - Phase 3	\$30,000	\$5,000			\$10,000	\$10,000								Police/Fire
Phone System														Investigate existing capabilities first
IT Van														
Total IT	\$102,500	\$77,500	\$0	\$0	\$87,500	\$55,000	\$45,000	\$30,000	\$40,000	\$0	\$0	\$0	\$0	
Shellfish														
New cutch barge	\$75,000	\$80,000												increase program, '1/8/14 - need to replace sander
Pick-Up Truck	\$30,000	\$30,000												Deferred from FY 2014
Pickup truck														
Outboard Motor Replacement	\$8,500	\$8,500								\$9,000		\$12,000		
ATV Replacement														
Replace cutch barge engines														
Pickup truck							\$18,000							
Pickup truck										\$35,000				
Replace boat											\$15,000			
Replace boat trailer											\$5,000			
Replace cutch barge												\$100,000		
Total Shellfish	\$113,500	\$128,500	\$0	\$0	\$48,500	\$0	\$18,000	\$0	\$35,000	\$44,000	\$20,000	\$112,000	\$0	
Police Department														
Tasers														Recommend leasing instead of purchase
Police Cruisers	\$69,000	\$69,000			\$35,000	\$35,500	\$36,000	\$36,500						
Copier - Police Station					\$7,500									
Body Armor						\$13,000								
Mobile Data Terminals						\$16,000								
Vehicle Mounted Video Cameras														
Total Police	\$69,000	\$69,000	\$0	\$0	\$42,500	\$84,500	\$36,000	\$58,500	\$0	\$0	\$0	\$0	\$0	
Fire Department														
Water Supply Development	\$8,000	\$8,000												
SCBA Breathing Apparatus					\$7,000	\$7,000	\$13,000	\$14,000	\$14,000	\$14,000			\$14,000	

	FY 2015 Request	FY 2015 TA	FY 2015 Fin. Com.	FY 2015 BOS	FY 2016 Request	FY 2017 Request	FY 2018 Request	FY 2019 Request	FY 2020 Request	FY 2021 Request	FY 2022 Request	FY 2023 Request	FY 2024 Request	Notes
Turnout Gear	\$9,400	\$9,400			\$8,500	\$8,500	\$8,500	\$9,000	\$9,000	\$9,500	\$9,500	\$10,000	\$10,000	
Ambulance & Cardiac Monitor Replacement	\$243,000	\$243,000			\$220,000	\$220,000	\$9,000	\$235,000	\$235,000	\$255,000	\$255,000	\$50,000	\$50,000	Ambulance Fund
Command Car Replacement	\$8,000	\$8,000			\$8,000	\$8,000	\$9,000	\$7,000	\$8,000	\$9,000	\$9,000	\$55,000	\$55,000	Ambulance Fund
4" Hose Replacement	\$47,000	\$47,000			\$42,000	\$42,000		\$800,000	\$42,000					Ambulance Fund
Replace Medical/Rescue Equipment	\$47,000	\$47,000			\$500,000	\$500,000								Ambulance Fund
Replace Fire Truck	\$47,000	\$47,000			\$14,000	\$14,000	\$14,000	\$830,000	\$308,000	\$650,000	\$15,000	\$65,000	\$74,000	Ambulance Fund
Replace Fire Truck	\$47,000	\$47,000			\$591,500	\$277,500	\$44,500	\$830,000	\$308,000	\$698,500	\$298,500	\$65,000	\$74,000	Ambulance Fund
Replace Fire Truck	\$47,000	\$47,000			\$500,000	\$500,000								Ambulance Fund
Replace Fire Truck	\$47,000	\$47,000			\$500,000	\$500,000								Ambulance Fund
Portable Radios	\$362,400	\$362,400	\$0	\$0	\$14,000	\$14,000	\$14,000	\$830,000	\$308,000	\$650,000	\$15,000	\$65,000	\$74,000	Ambulance Fund
Replace Mobile Data Terminals	\$362,400	\$362,400	\$0	\$0	\$591,500	\$277,500	\$44,500	\$830,000	\$308,000	\$698,500	\$298,500	\$65,000	\$74,000	Ambulance Fund
Total Fire	\$362,400	\$362,400	\$0	\$0	\$14,000	\$14,000	\$14,000	\$830,000	\$308,000	\$650,000	\$15,000	\$65,000	\$74,000	Ambulance Fund
DPW Buildings														
Town Hall					\$20,000	\$20,000								
Town Hall-Roofing					\$40,000	\$40,000								
Sliding								\$5,000						
Trim Painting														
Refit Restrooms														
Flooring Replacement														
HVAC	\$150,000	\$150,000												
Library														
Painting - Exterior														
Clapboard Replace & Paint	\$60,000	\$60,000			\$15,000	\$15,000								
Bathrooms - Upgrade Fixtures					\$30,000	\$30,000								
Flooring Replacement														
Council on Aging														
Painting - Exterior	\$12,000	\$12,000												
Painting - Interior	\$5,000	\$5,000				\$10,000								
Bathrooms - Upgrade														
Flooring Replacement	\$20,000	\$20,000												
Kitchen Appliance Replacement	\$10,000	\$10,000												
DPW Building	\$5,000	\$5,000												
Painting Interior	\$5,000	\$5,000												
Bathroom Tile with Partitions									\$10,000					
HVAC replace 1 condenser	\$9,800	\$9,800												
Waste Oil Burner	\$15,000	\$15,000												
Salt Shed Replacement														
Replace flooring/carpet							\$75,000							
Police Station	\$75,000	\$75,000			\$100,000	\$100,000								
Replace boiler														\$25,000 in FY 2014 operating budget
Architectural Assessment														
Fire Station									\$10,000					
Painting Interior														
Training Room/EOC Complete														Use Fire Station borrowing authorization?
Catwalk Storage														\$300,000

	FY 2015 Request	FY 2015 TA	FY 2015 Fin. Com.	FY 2015 BOS	FY 2016 Request	FY 2017 Request	FY 2018 Request	FY 2019 Request	FY 2020 Request	FY 2021 Request	FY 2022 Request	FY 2023 Request	FY 2024 Request	Notes
Recat apparatus bays floor														
Transfer Station	\$35,000	\$35,000												
Replace Gatehouse														
Shellfish Building	\$40,000	\$40,000												
Architectural Assessment/Preliminary Design														
Renovate Shellfish Building or Relocate					\$250,000									\$25,000 in FY 2014 operating budget
Old COA Building Assessment study	\$15,000	\$15,000												
Total DPW Buildings	\$451,800	\$451,800	\$0	\$0	\$455,000	\$167,000	\$75,000	\$5,000	\$30,000	\$0	\$0	\$31,000	\$300,000	Evaluate condition and determine appropriate use.
DPW Equipment														
Pick-up Truck Health/Conserv														
Pick-up Truck DPW w/Plow														
1 Ton Truck	\$64,000	\$64,000												
Sidewalk snow removal	\$28,000	\$28,000												
Dump Truck w/sander & plow						\$85,000								
Dump Truck w/sander & plow						\$85,000								
John Deere Tractor & brush deck								\$100,000						
10 Wheel Dump Truck					\$43,000									
Front-end Loader								\$30,000						
Brush Chipper					\$200,000	\$125,000								
Street sweeper					\$100,000									
Backhoe					\$100,000									
Flail Mower					\$77,300			\$75,000						
Skid Steer Loader (add. Equip)														
DPW Equipment - Transfer														
Tractor Replacement						\$90,000								
100 YD Refuse Container	\$68,000	\$68,000			\$70,000	\$70,000		\$70,000						
Refuse Trailer								\$125,000						
Front End Loader														
Recycling Compactors	\$32,000	\$32,000												
Excavator (used)	\$100,000	\$100,000												
Truck Scales	\$48,000	\$48,000												
Trailer canopy														
Relocate swap shop					TBD									
Total DPW Equipment	\$340,000	\$340,000	\$0	\$0	\$590,300	\$455,000	\$0	\$400,000	\$0	\$0	\$0	\$0	\$0	
DPW Projects														
Mayo Beach Parking Lot					\$67,000									
Main St. Parking Lot						\$17,500								
White Crest Beach - East side						\$39,700								
South Wellfleet Parking Lot	\$37,500	\$37,500						\$36,000						
Indian Neck Parking Lot														
Drainage Project - Various														
ADA Auto Doors - Various														
Radios - Narrowbanding	\$5,000	\$5,000												

	FY 2015 Request	FY 2015 TA	FY 2015 Fin. Com.	FY2015 BOS	FY 2016 Request	FY 2017 Request	FY 2018 Request	FY 2019 Request	FY 2020 Request	FY 2021 Request	FY 2022 Request	FY 2023 Request	FY2024 Request	Notes
Beach Bathroom Upgrade														
Stairways to Ponds														
LL Island Road	\$20,000	\$20,000			TBD									
LL Island Bridge					\$1,100,000									
Church Clock Restoration					\$8,500									
Guardrails					\$62,000									
LL field backstop	\$17,000	\$17,000												
Total DPW Projects	\$79,500	\$79,500	\$0	\$0	\$1,297,500	\$57,200	\$0	\$36,000	\$0	\$0	\$0	\$0	\$0	
Recreation														
Tennis Court Rebuild (grants)	\$240,000	\$240,000												
Tennis Court Rebuild (borrowing)	\$122,700	\$122,700												
Baker Field Playground Rehab	\$362,700	\$362,700	\$0	\$0	\$0	\$0	\$54,985	\$0	\$0	\$0	\$0	\$0	\$0	
Total Recreation							\$54,985	\$0	\$0	\$0	\$0	\$0	\$0	
Beach														
Stand Up Paddleboards					\$30,000	\$6,800								
Lifeguard Storage - White Crest														
Pick-up Truck Replacement														
ATV Replacement														
Total Beach	\$0	\$0	\$0	\$0	\$30,000	\$6,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Education Department														
Elementary School CIP	\$35,000	\$35,000			\$28,000	\$80,000	\$40,000	\$20,000	\$45,000	\$37,000	\$270,000	\$20,000	\$20,000	
Elementary School Roof	\$304,957	\$304,957			\$330,000	\$330,000	\$330,000	\$330,000	\$330,000	\$330,000	\$330,000	\$330,000	\$330,000	Extrapolated from Habib & Assoc Assessment
Nauset Regional Schools CIP	\$52,355	\$52,355	\$0	\$0	\$358,000	\$410,000	\$370,000	\$350,000	\$375,000	\$367,000	\$600,000	\$350,000	\$350,000	
Total Schools	\$392,312	\$392,312	\$0	\$0	\$358,000	\$410,000	\$370,000	\$350,000	\$375,000	\$367,000	\$600,000	\$350,000	\$350,000	
Total CIP Requests	\$2,273,712	\$2,263,712	\$0	\$0	\$3,500,800	\$1,493,000	\$643,485	\$1,709,500	\$788,000	\$1,109,500	\$918,500	\$558,000	\$724,000	
Debt Service	\$1,507,378	\$1,507,378	\$1,392,366	\$1,392,366	\$1,204,976	\$1,167,319	\$1,133,189	\$1,099,814	\$1,048,949	\$1,020,877	\$915,518	\$847,597	\$740,920	Total Debt Principal 12/31/13: \$17,000,177.06 (est.)
Total CIP and Current Debt Service	\$3,781,090	\$3,771,090	\$1,392,366	\$1,392,366	\$4,705,776	\$2,660,319	\$1,776,674	\$2,809,314	\$1,836,949	\$2,130,377	\$1,834,018	\$1,405,597	\$1,464,920	
Source of Funds														
New Debt	\$835,986	\$835,986	\$0	\$0	\$820,000	\$220,000	\$0	\$870,000	\$0	\$650,000	\$0	\$0	\$0	
Beach Revenue	\$0	\$0	\$0	\$0	\$30,000	\$6,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Ambulance Fund	\$337,000	\$337,000	\$0	\$0	\$42,000	\$220,000	\$0	\$0	\$277,000	\$0	\$255,000	\$55,000	\$0	
Grants	\$240,000	\$240,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
MSBA - WES Roof	\$156,661	\$156,661	\$0	\$0	\$2,608,800	\$1,046,200	\$643,485	\$839,500	\$511,000	\$459,500	\$663,500	\$503,000	\$724,000	
Raise & Appropriate/Free Cash	\$860,716	\$860,716	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Possible Additional Borrowing	\$156,800													



TOWN OF WELLFLEET

300 MAIN STREET WELLFLEET MASSACHUSETTS 02667

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**BOARD OF
SELECTMEN**

March 11, 2014

The Honorable Robert A. DeLeo
Speaker of the Massachusetts House of Representatives
State House, Room 356
Boston, MA 02133

Re: H2695, the Town of Wellfleet's petition seeking special legislation to authorize the Town to impose a room occupancy excise tax on vacation rentals

Dear Mr. Speaker,

As someone who has served on the Winthrop Board of Selectmen, we know that you are very familiar with the challenges of town government.

We need your support in passing house bill 2695, an Act relative to the application of a local room occupancy excise tax to seasonal rental properties in the Town of Wellfleet. This bill is sponsored by Massachusetts Representative Sarah K. Peake and Senator Daniel A. Wolf.

Recent Cut Backs – Wellfleet is a small town on the outer cape with a year round population of 2,750. We have a significant seasonal population. In recent years, Wellfleet has taken several steps to restrain the cost of government. These steps include:

- Reducing the head count at our Department of Public Works by two (2) employees (12%).
- Reducing the head count at our Police Department by one (1) officer (8%).
- Changing the full time Building Inspector to a part time position.
- Changing the full time Assistant Health Inspector / Conservation Agent to a part time position.
- Postponing maintenance and repair of Town buildings (a costly mistake).

Current and Pending Cost Increases – In addition to the usual costs associated with a small town, Wellfleet is experiencing, or about to experience, additional, severe cost increases. These include the following:

- Increases to remedy our shortfall in retirement benefits funding.
- Increases to remedy our unfunded Other Post Employment Benefits (OPEB). Wellfleet has established a trust fund and we increase our contribution every year.
- Expansion of the Town Water System because of failing wells.
- Dredging of Wellfleet Harbor; it is silted in and in urgent need of remediation.
- Wastewater remediation; the least costly solutions are very expensive.

Wellfleet Town Meeting Approval – In April 2012 our Town Meeting approved the expanded room tax petition by a significant voice vote. This was done with the recommendation of the Wellfleet Board of Selectmen, the Finance Committee and the Economic Development Committee.

Fairness – Mr. Speaker, we are sure you know this issue very well and we will not repeat all the arguments. But we should note that when a visitor stays at a Best Western or a Marriott Courtyard in another city, that visitor pays a tax on the room to reimburse the municipality for visitor services. An example of the tax rates are: Orlando 12.5%; New York 17%; Boston 14%. Wellfleet does not have a Best Western or a Marriott; we have a few small motels and many vacation cottages and houses.

We are quite confident that the owners of the vacation houses will be able to pass on the cost of the tax to their customers. We believe that a family living in New Jersey, when deciding where to spend their vacation budget, does not let the tax rate in Orlando or the tax rate in Wellfleet determine their decision.

Support for Local Government Action – As mentioned above, Wellfleet citizens voiced their overwhelming support for the expanded room tax petition through a democratic Town Meeting vote. We would ask the State Legislature to uphold the definitive decision made by Wellfleet voters and advocate for the passage of H2695 on their behalf.

Conclusion – Wellfleet needs the revenue from a tax on seasonal rental properties in order for us to supply current services and meet growing expenses. The alternative of reducing services more than we have already done or increasing real estate taxes at an accelerated rate would be catastrophic to the Town.

Please Respond – Please respond to us with your decision by April 14, 2014. We continually receive inquiries regarding their petition from our citizens and would like to announce your decision at our Town Meeting on April 28, 2014.

Respectfully submitted,

Berta Bruinooge, Chairman

Paul Pilcher, Vice Chairman

John Morrissey, Clerk

Dennis Murphy, Selectman

Jerry Houk, Selectman

cc: Representative Sarah K. Peake
Senator Daniel A. Wolf



TOWN OF WELLFLEET

300 MAIN STREET WELLFLEET MASSACHUSETTS 02667

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To: Board of Selectmen
From: Harry Sarkis Terkanian, Town Administrator
Subject: Town Administrator's Report
Date: March 7, 2014, 2014

This report is for the period February 21, 2014 through March 6, 2014.

- 1 Wellfleet PTA spaghetti supper. I have authorized the donation of one beach sticker for the raffle at the March 28th fund raiser.
- 2 Meals on Wheels. "Mayors for Meals" will be on March 19th. I am available to participate in Wellfleet's behalf.
- 3 Harbor Dredging. Met with harbormaster to review current status of the project. Have held discussions (Amy) with Orleans Harbormaster and Eastham DPW Director regarding rock harbor dredging plans. Plan to speak with County dredge operator. Preparation of a status report to the Board planned.
- 4 Shellfish Department – Beach Sticker building. On site meeting with all stakeholders held February 21st. We determined to partition off the area presently used by the Shellfish Dept. Andy Koch prepared a materials estimate of \$1,275 with labor by the Shellfish Dept. The finance Committee approved the transfer on February 27th and Andy has been authorized to proceed. It looks like Shellfish and beach sticker sales will have to co-exist this year.
- 5 Herring River Restoration. Next meeting scheduled for March 11th. We expect to have a reasonably complete governance proposal soon and will brief the Selectmen as soon as it is available.
- 6 Public Works Projects:
 - a. Elementary School Roof. Roof design is now 60% complete. Most recent status conference was on February 20th. Next review by Mass SBA is April 21st, next Town action is project funding at the April 28th annual town meeting. I am preparing a borrowing article for the 2014 ATM.
 - b. Key card entry system for COA. Completed.
 - c. Water System Expansions. Work is continuing. Installation of water mains is nearly complete, work currently in progress on the Hiller Ave. change order.
 - d. Tennis Courts Reconstruction. On February 27th the Finance Committee approved a \$5,500 transfer from the reserve fund to finish the design (the USTA requires a completed engineering design as part of it's grant application.) We hope to have a response to the grant application in time for town meeting. CPA grant in the amount of \$240,000 for drainage improvements and tennis court reconstruction was awarded by the CPC.

Grant application will be made to US Tennis Assn to partially fund the remaining balance of approximately \$160,000. If the grant application is successful approximately \$110,000 will have to be raised in the capital budget.

- e. Baker Field restrooms. Contract with architect awarded February 25th.
- f. Police Station. Seven responses received. Proposals have been transmitted to the Designer selection committee for this project for evaluation and ranking. Initial review held on February 10th. BNA has narrowed the list down to four firms. Interviews with the four finalists have been scheduled for March 5th and 12th.
- g. Route 6 & Main Street. Wellfleet's request to add this project to the TIP will be heard at a meeting at the Cape Cod Commission at 8:30 AM on March 14th. Tim, Mark and Gerry Parent will attend. Attendance by a representative of the Board will be beneficial. Tim Mark, Paul Lindberg and I met with Glenn Cannon from the Cape Cod Commission staff on March 4th to map out the presentation. I will be in class that day so ATA King will make the presentation.
- h. Municipal fiber network. Purchase orders have been signed to link the police, fire, school, water tower and town hall by fiber and to link the marina, beach sticker and recreation buildings to town hall by wireless. Construction of the fiber portion has commenced. Once complete we will be able to cancel a number of Comcast connections and replace them with one faster CapeNet connection, retaining one Comcast connection as a backup.
- i. Request for additional crosswalk on Main Street in the vicinity of Bank Street and Main Street. Met on January 15th with DPW Director, Police Chief and Mr. Barocas. DPW Director, Police Chief and I all have concerns that there are insufficient sight lines along Main Street for a safe crosswalk in that location. DPW Director is researching the cost of additional signage warning of pedestrians and a "rumble strip" to slow traffic entering town as an alternative (and will also get pricing on another rumble strip for the access from Route 6 to the South Wellfleet PO parking lot at the same time.) Mr. Barocas, Mark, Ron and I met again on February 26, 2014. We are now looking at pavement marking and signage instead with a goal of slowing traffic entering the Main Street area to increase safety for pedestrian and turning traffic. We do not believe that an additional crosswalk at the Bank Street intersection is wise due to limited sight lines. Grooved pavement compromises the pavement. Both grooved pavement and rumble strips are noisy and inappropriate to a residential area. On March 7th we reviewed signage and pavement marking proposals developed by the DPW and will proceed with "Slow" pavement marking and a "Slow – Town center sign on Main Street. Typical pavement marking attached.

7 Other Procurement Projects:

- a. Wellfleet Cable TV Channel. There are a number of unanswered questions on this project detailed in my memo to ATA King (attached).

We need to slow the procurement down until these issues are resolved.
Assigned to ATA King.

- b.
- 8 Personnel Matters:
 - a. Administrative actions: None.
 - b. Current employment vacancies (Charter 5-3-2 (i)):
 - i. DPW. Two vacancies: equipment operator positions. Employee on restricted duty has been certified by his physician for full duty. DPW director was not satisfied with any of the candidates interviewed and we have re advertised the Transfer Station working foreman with responses due by March 14th.
 - ii. Building – Building Inspector is part time.
 - iii. 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.
 - iv. Fire and EMS. The vacancy due to a Firefighter/EMT resignation was filled by appointment on February 25th. The newly appointed EMT/FF will need academy training in the Fall but is expected to complete orientation and begin a regular shift later this month. Of the two Firefighters out on 111F, one has returned and the second is cleared to return to duty on March 8th.

TA Report 3/7/14
Item 6

Figure 3B-19. Typical Elongated Letters for Word Pavement Markings





JA REPORT 3/7/14
TOWN OF WELLFLEET

Item 7

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

To: Tim King, Assistant Town Administrator
From: Harry Terkanian, Town Administrator
Subject: Wellfleet PEG TV Channels
Date: February 13, 2014

Tim:

I am sending this project back to you. Tom Cole is conversant with all of the issues.

Wellfleet Government TV Channel:

I met with Tom Cole and Mike Caliri on February 11, 2014 and we reviewed and evaluated the two RFP responses. Responses and evaluation sheets attached. The Camera Company, Inc. was ranked highest based on the comparative analysis of the technical proposals. We did, however, note a few issues that need to be resolved in proceeding:

1. The Camera Company's proposal included a Kramer SDI/Fiber Transmitter/Receiver in the equipment list. There was some concern that this piece of equipment was duplicative of the equipment that Comcast provides to terminate the video return line to the library.
2. The Camera Company proposed BRC 300 cameras (standard definition) while Access A/V reported these as obsolete and proposed model EVIH1006 cameras (high definition) as a substitution. Mike Caliri was of the opinion that the older BRC 300 cameras will perform better in the lighting conditions at the COA and suggested that we ask that both cameras be exercised in the actual COA conditions to verify their respective suitability.
3. The Camera Company's pricing overall was over \$20,000 higher than Access A/V's. There were some significant price differences for equivalent equipment. We should ask the Camera Company if they can improve their pricing.
4. I am unsure whether we have an unconditional commitment from the Library to exclusive use of the promised space. Given the value of the equipment that is proposed to be installed there we should insure that the space can be locked and that access be limited.
5. We need a plan for operation of the station. By comparison, Eastham records and broadcasts about 20 meetings a month and employs Mike Caliri 35 hours per week on a schedule driven by meeting schedule. He also does "one off" items such as short videos to support agenda items before the board of selectmen and recording and broadcast of town meetings. Orleans also has a full time staff person (with some part time assistance.) By contrast, Truro pays their videographer, \$100 per meeting and contracts with another person

for all post production work (captions, trimming dead air before and after the meeting, etc.) and all scheduling, bulletin board, etc. I don't know what the current budget is, but I believe that it was on the order of \$50,000 for FY 13, funded entirely by Comcast franchise fees.

6. I also note that both Truro and Orleans have policies on acceptable content. Consideration should be given to adopting one for Wellfleet.

Wellfleet Public and Education Channels – Agreement Extension:

Truro, Wellfleet, Eastham, Orleans and Brewster all contract with Lower Cape Community Access Television to operate these two channels for. The agreements are essentially identical. All call for a specific percentage of Comcast franchise fees to be paid to LCCAT as consideration for these services. The agreement needs to be extended on the same terms and a contract extension needs to be prepared. A copy of the current agreement is in the PROJECTS + CONTRACTS\Cable TV folder on the server. I have asked Tom Cole if there are extensions in place with any of the other towns which can be used as a model.



Town of Wellfleet Committee Vacancies

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

Date: March 11, 2014

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.

Bike and Walkways Committee (5 Members)

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

Requesting Appointment: One application 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: One application 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.

Recycling Committee (9 Members)

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

Requesting Appointment: One application 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 February 25, 2014
Council On Aging Building, 7:00 p.m.**

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

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

Announcements, Open Session and Public Comment

- Pilcher spoke about the sudden passing of former Wellfleet Assistant Town Administrator Rex Peterson and suggested setting up a memorial in his honor through the Preservation Hall Board.
- Town Administrator Harry Terkianian announcements:
 - Annual Town Meeting petitioned articles are due Feb 28, 2014.

Licenses

Motion 14-0054: Houk moved to approve the annual business license for Marconi Beach Restaurant. Murphy seconded the motion and it passed 5-0.

Appointments

Motion 14-0155: Pilcher moved to approve the appointment of Rachel McGrath as a full time Firefighter/Paramedic as of February 25, 2014. Houk seconded the motion and it passed 5-0.

Business

Award Baker's Field Restroom Designer Services contract

Motion 14-0164: Murphy moved to Award Baker's Field Restroom Designer Services contract to Touloukian & Touloukian. Morrissey seconded the motion and it passed 5-0.

Approve 2014 Landfill Operation & Maintenance Services contract

Motion 14-0164: Pilcher moved to approve the 2014 Landfill Operation & Maintenance Services contract with Environmental Partners Group, Inc. Morrissey seconded the motion and it passed 5-0.

Correspondence and Vacancy Report

John Morrissey had prepared the Correspondence Report¹. A copy was made available for review.

- Responding to a correspondence sent by Jeffrey White, Pilcher asked the Town Administrator to explore the possibility of setting up a scholarship fund in Miles Tibbets' name. He would like to put this issue on the March 25, 2014 BOS agenda.
- Houk spoke about exploring the issue of purchasing gas in Wellfleet instead of Eastham. He requested putting the issue on a future BOS meeting agenda.

Public Hearing(s) [7:15]

Shellfish

Motion 14-0059: Houk moved to reinstating the commercial shellfish permit for Sebastian Frawley. Pilcher seconded the motion and it passed 5-0.

Liquor License

Motion 14-0059: Murphy moved to approve the application from Rookies, Inc., dba Bob's Sub 'N Cone for a new Seasonal All Alcohol Restaurant License. Morrissey seconded the motion and it passed 4-1 (Houk).

Change of Manager

Motion 14-0059: Pilcher moved to approve the request received February 25, 2014 from Wellfleet Marketplace, Inc. for a change of manager from Paul J. Sousa to Robert Medeiros. Morrissey seconded the motion and it passed 5-0.

FY2015 Operating Budget

Chair Berta Bruinooge led the page by page review of the Fiscal Year 2015 Operating Budget².

241 Building

Terkanian explained that the increase in Building Department salaries is due to an estimate of potential demand for electrical and plumbing inspections. Morrissey suggested that there may be an increase in demand for electrical inspections because of the Solarize Wellfleet program. Murphy confirmed that the Town utilizes our inspectors for building maintenance issues.

Motion 14-0059: Murphy moved to approve the FY2015 Building budget (241). Morrissey seconded the motion and it passed 5-0.

543 Veterans Services

Motion 14-0059: Pilcher moved to approve the FY2015 Veterans Services budget (543). Morrissey seconded the motion and it passed 5-0.

610 Library

The proposed FY2015 budget helps the Library achieve compliance with required state funding levels for books/periodicals. The Town hopes to incrementally improve their contribution toward this requirement over time.

Motion 14-0059: Morrissey moved to approve the FY2015 Library budget (610). Murphy seconded the motion and it passed 5-0.

630 Recreation

The Recreation budget reflects an increase summer seasonal wages, pay for referees and a fee increase for the half hour daily extension of the summer program.

Motion 14-0059: Morrissey moved to approve the FY2015 Recreation budget (630). Bruinooge seconded the motion and it passed 5-0.

690/692/696 Historical Commission, DPW Holiday Celebrations/Cultural Council

Motion 14-0059: Murphy moved to approve the FY2015 Historical Commission, DPW Holiday Celebrations/Cultural Council budgets (690/692/696). Morrissey seconded the motion and it passed 5-0.

699 Beach

Morrissey questioned the \$8,000 in the overtime budget. Beach Administrator Thomas said this was an accounting correction, placing any overtime pay from the straight salary line into a properly identified overtime budget line.

Motion 14-0059: Pilcher moved to approve the FY2015 Beach budget (699). Murphy seconded the motion and it passed 5-0.

753/756/911/912/913/914

Short Term Loan/Interest/Retirement/Workers Comp/Unemployment/Health Insurance

Morrissey/Murphy 5-0

Motion 14-0059: Morrissey moved to approve the FY2015 Short Term Loan/Interest/Retirement/Workers Comp/Unemployment/Health Insurance budgets (753/756/911/912/913/914). Murphy seconded the motion and it passed 5-0.

915/916/917/945

Group Life Insurance/Medicare/Health Insurance Stipend/Liability Insurance

Motion 14-0059: Pilcher moved to approve the FY2015 Group Life Insurance/Medicare/Health Insurance Stipend/Liability Insurance budgets (915/916/917/945). Murphy seconded the motion and it passed 5-0.

Although the current budget for the FY2015 Planning Board is approved and contains \$8,000 to fund a part time planner, Pilcher would like to revisit the Planner position with the suggestion that Tim King acquire training and fill the role for the Town.

Additional departmental budget requests

Fire Chief Richard Pauley requested a \$16,000 increase to Fire Fighter Stipend Call (210-5147.4) to establish a more dynamic call member service pattern during the busy summer season, and \$6,248 for additional Fire Department summer personnel for the Day/Weekend budget line (201-5147.10). Morrissey elected to err on the side of safety but would like to see research that other towns are pulling their weight for providing ambulance service for mutual aid. Pilcher concurred. Murphy asked if the additional call member service would help to offset Fire Department overtime costs and Chief Pauley said the addition of call members on duty would likely result in reduced overtime costs.

Motion 14-0059: Murphy moved to approve the following additions to the FY2015 Fire Department budget:

- 220-5147.4 Stipend Call in the amount of \$16,000
- 220-5147.10 Day/Weekend in the amount of \$6,248

Pilcher seconded the motion and it passed 5-0.

The Personnel Board requested an additional \$500 for secretarial services.

Motion 14-0059: Pilcher moved to approve the addition of \$500 to the Consultancy budget line (196-5300) to pay for secretarial services for the Personnel Board. Murphy seconded the motion and it passed 5-0.

FY2015 Marina Enterprise Fund Budget

Terkanian reviewed the Marina Enterprise Fund budget³ and would like to lower the stabilization fund transfer to \$10,000. Pilcher would like to see requested funds for an engineering plan to dredge Wellfleet Harbor in the capital budget. From the audience, Accountant Marilyn Crary noted that there is encumbered money to use toward work provided by Bourne Consulting. Houk suggested constructing culverts under the existing Marina parking lot for better tidal flow.

Motion 14-0059: Morrissey moved to approve FY2015 Marina Enterprise Fund Budget as presented.

Bruinooge seconded the motion and it passed 5-0.

Review and/or approve FY2015 Capital Budget

The Selectmen requested that the review of the FY2015 Capital Budget⁴ be addressed at the March 11, 2014 BOS meeting.

Bruinooge called a recess from 9:03 to 9:10 p.m.

Town Meeting Warrant

Terkanian presented the proposed Articles⁵ for the Annual Town Meeting to be held at 7:00 p.m. on April 28, 2014 at the Wellfleet Elementary School. The Selectmen reviewed the draft Articles and took action on the following:

Motion 14-0097: Murphy moved to place and recommend Article BB to establish a stabilization fund pursuant to the authority in G. L. c. 40, §5B, said fund to be known as the "Marina Enterprise Stabilization Fund." Houk seconded the motion and it passed 5-0.

Motion 14-0097: Murphy moved to not place Article BC to establish a stabilization fund pursuant to the authority in G. L. c. 71, §16G1/2, to approve the establishment by the Cape Cod Regional Technical High School Committee of a stabilization fund. Pilcher seconded the motion and it passed 5-0.

Motion 14-0099: Houk moved to place and recommend Article BI to fund the Retirees Health Benefits Unfunded Liability in the amount \$200,000. Morrissey seconded the motion and it passed 5-0.

Motion 14-0099: Houk moved to place and recommend Article BJ to fund the Stabilization Fund in the amount of \$50,000. Murphy seconded the motion and it passed 5-0.

Motion 14-0097: Moved to place all listed Articles in the 2014 Annual Town Meeting Warrant, with the exception of Article BC - the establishment by the Cape Cod Regional Technical High School Committee of a stabilization fund. Morrissey seconded the motion and it passed 5-0.

Motion 14-0097: Pilcher moved to place all listed Articles in the 2014 Annual Town Meeting Warrant, with the exception of Article BC - the establishment by the Cape Cod Regional Technical High School Committee of a stabilization fund. Morrissey seconded the motion and it passed 5-0.

Town Administrator Review

The Selectmen will address the Town Administrator review at the March 11, 2014 BOS meeting.

PAYT March 10 meeting agenda review

Bruinooge read a memo prepared by Paul Pilcher that reviewed the suggested rules of order for the March 10, 2014 Pay As You Throw public meeting⁶. Morrissey suggested having some informational material available to the meeting attendees.

Town Administrator's Report

Town Administrator Harry Terkanian reviewed the Town Administrator's report⁷. He noted that the Cape Cod Commission subcommittee charged with placing items on Transportation Improvement Plan will meet on Friday, March 14, 2014 at 8:30 a.m. and requested that a member of the Board of Selectmen attend. Murphy volunteered to represent the Selectmen. Morrissey told the BOS that he has been attending local 208 water quality management plan meetings and will keep the BOS updated on progress.

Future Concerns

None presented from the Selectmen at this meeting.

Adjournment

Executive Session

Motion 14-0040: Morrissey moved to go into Executive Session and not come back into public session. Bruinooge read aloud the purpose for Executive Session:

2. To discuss strategy with respect to collective bargaining with the Wellfleet Communications and Police Unions if an open meeting may have a detrimental effect on the bargaining or litigation position of the public body and the chair so declares.

Pilcher seconded the motion. Bruinooge, Morrissey, Murphy and Pilcher each said yes, each said yes, and the regular meeting was adjourned at 9:38 p.m.

Respectfully submitted,

Amy Voll, Executive Assistant

¹ 2014-02-25 Correspondence Report

² 2014-02-25 Draft FY2015 Operating Budget

³ 2015-02-25 Final Marina Enterprise Budget

⁴ 2014-02-25 Draft 2015 Capital Budget

⁵ 2014-02-25 Proposed Articles for the Annual Town Meeting

⁶ 2014-02-25 Pilcher memo re: Suggestions for March 10 meeting

⁷ 2014-02-25 Harry Terkanian Town Administrator's Report