



Board of Selectmen Public Meeting Minutes April 25, 2019

The regular meeting was called to order at approximately 6 p.m. in the Town Hall Hearing Room by Chairman Holcomb. Selectmen present: Tracy Post, Michael Stone, and Mark Forest. Also attending: Yarmouth Town Administrator, Dan Knapik; and Yarmouth Assistant Town Administrator, Chris Dwelley.

1. Pre-Town Meeting Discussion

Chairman Holcomb thanked audience members for attending the Pre-Town Meeting discussion. Mr. Holcomb explained that they would be reviewing each Article and answering questions from the audience. Chris Dwelley, Assistant Town Administrator, informed the public of all the ways they could submit questions electronically. Dan Knapik, Town Administrator, explained that each Warrant Article has a plain language explanation clearly defining what the request is for.

2. Review Annual Town Meeting Warrant

Chairman Holcomb reviewed Article 1. Jeff Colby, DPW Director, explained that the purpose of Article 1 is to fund any budget shortages for the current year. The supplemental funding for snow & ice is needed to cover the costs associated with several long duration road-treating events. The supplemental funding for Construction & Demolition materials (C&D) is needed to cover a higher than expected volume of waste material received at the Town Disposal Area. The C&D expense is covered by the revenues paid to dispose of these materials.

Mr. Holcomb reviewed Article 2 and explained that this article funds the Town's operating budget, which covers employee salaries, benefits, and other Town operating expenses. At the direction of the Board of Selectmen, this budget is balanced, affordable, within the parameters of proposition 2 ½, and provides the best possible services and facilities to the Town. The Finance Committee, who has recommended the budget as presented, has reviewed this budget in detail.

Vida Morris, resident, asked why the expenses for the Town Administration office rose by about \$130,000. Mr. Dwelley explained that the salaries for two new employees account for that difference. Chris Greeley, resident, asked about the \$5,000 increase in emergency management. Mr. Knapik explained that this funding would allow the flexibility to respond to needs as necessary after emergencies. Vida Morris also questioned what recreational offset wages meant. Pat Armstrong explained that offset wages are paid for by revenue generating programs so in a sense they are self-sufficient. Ms. Morris also questioned what exactly was encompassed in the Fire 'Expenses' category. Phil Simonian, Fire Chief, answered that it is mostly ambulance expendables such as IV, fluids, needles, etc. Repairs and maintenance of the vehicle fleet are also included. Ms. Morris also asked why the budget for Municipal Operations/IT increased by about \$190,000. Mr. Dwelley explained that this is due infrastructure upgrades that were needed.

Mr. Holcomb reviewed Article 3 and explained that this article is the operating budget for the golf division and funds employee salaries, benefits, and other golf operating expenses. This year's budget is funded entirely by golf fees and other revenue generated by the golf division.

Mr. Holcomb reviewed Article 4 and stated that this article is the operating budget for the water division, which funds employee salaries, benefits, and other water operating expenses. The water division operates as a distinct special revenue fund, much like the golf and septage operations, and is fully funded by water fees.

Article 5 was reviewed, and it was explained that this is the operating budget for the Septage Treatment Plant which is treated as an enterprise fund. The costs are fully covered by fees charged to contractors that dispose of septic waste at the plant. This enterprise fund, like golf and water, is fully supported by fee revenue.

Selectman Post reviewed Article 6, explaining that the Dennis-Yarmouth Regional School District Committee voted in March to revise the two-town Regional School District Agreement. The revisions include updates in how operating costs are assessed, the apportionment of funding for new and existing capital facilities, and filling vacancies on the school committee.

Ms. Post also explained Articles 7 and 8 dealing with the School District. She explained that Article 7 funds the Town's share of the Dennis-Yarmouth Regional School District. The FY20 Assessment is based upon the revised regional agreement. This assessment represents a 4.2% year-over-year increase to the Town of Yarmouth. It was also explained that Article 8 would establish a stabilization fund for the Dennis-Yarmouth Regional School District. The purpose of the fund is to have money available to pay for emergency capital repairs. If established, a two-thirds vote of the School Committee is required in order to spend money from the fund. Article 9 was also explained and it was stated that this article would fund the Town's share of the Cape Cod Regional Technical High School District.

Selectman Stone reviewed Article 10 and explained that each year the Capital Budget Committee (CBC), appointed by the Finance Committee, reviews and evaluates requests for capital projects and equipment submitted by all Town departments. Article 10 contains lists of recommended expenditures for: routine capital projects, equipment and vehicles funded by taxes; roadway and storm water improvements funded by taxes; waste management capital funded by recycling revenue; and, fire department vehicles and life safety equipment funded by ambulance revenue. Vida Morris, resident, asked how many boats the Town owns. Karl von Hone, Director of Natural Resources, responded that DNR owns/operates 7 boats and the Fire Department owns 3 boats. Mr. von Hone further explained that a number of the boats are specialized for certain tasks which is the reason so many are required. Ms. Morris also asked for further explanation regarding the radio system upgrade for the Police Department. Frank Fredrickson, Chief of Police, explained that the servers running the radio systems needed to be replaced.

Selectman Holcomb briefly reviewed Articles 11 and 12 and explained that Article 11 deals with Water Department capital funding while Article 12 provides funding for settled collective bargaining agreements.

Article 13 was also reviewed, and it was explained that this is the free cash article that provides one-time funding for the purposes listed above. This spending is from surplus or unspent funds and is not included in the operating or capital budgets. These one-time funding purposes do not increase the operating budget, nor do they require the hiring of additional staff.

Article 14 was explained that it would establish a special fund to pay for line-of-duty injury costs for police officers and firefighters who are injured while on duty. These costs, which are currently budgeted for in the police and fire department operating budgets, are difficult to accurately gauge given the unknowable frequency of these cases. This fund would create a better mechanism to account for these cases while also supplementing the funds available to pay for them.

Selectman Holcomb explained that Article 15 is a housekeeping article that would set aside funds for future or unforeseen capital needs and helps reduce the tax impact of large capital projects that typically require borrowing.

Mr. Knapik explained that Article 16 sets aside funds for the Town's Stabilization Fund, which provides reserve funding for the Town in case of emergencies. This amount would bring the Town's Stabilization Fund balance to \$4,293,787, or 5% of the Town's operating budget.

Mr. Holcomb explained that Article 17 would appropriate \$387,842 to fund the Tourism Revenue Preservation Fund.

Article 19 was reviewed, and it was explained that this Article would allow the Town to have two Town Meetings, one in the spring and one in the fall.

Selectman Holcomb also reviewed Article 22 and explained that it would appropriate \$200,000 for wastewater planning and engineering services including, but not limited to: engineering studies for updating and modifying the Comprehensive Wastewater Management Plan and support for related filings with Massachusetts Environmental Policy Act and Cape Cod Commission.

Gary Ellis, Chairman of the Community Preservation Committee, reviewed Articles 31-38, which are all Community Preservation Act related articles. Mr. Ellis explained that each article is requesting that the Town appropriate Community Preservation Act funds to certain projects recommended by the CPC. Vida Morris, resident, asked about Article 36 and why the Finance Committee did not support the full funding request for this item. A member of the Finance Committee explained that the Committee did not see the merit in funding another study in Town when others that have been done have not proven to be beneficial.

Kathy Williams, Town Planner, reviewed the proposed Zoning Articles (39-44). It was explained that Article 39 would amend various sections of the Accessory Dwelling Unit By-law to loosen the restrictions on creating an accessory dwelling unit. Article 40 would modify sign regulations to allow for community information boards to be installed on two Town properties. Article 41 would ease the permitting process for live entertainment by eliminating an extra step in the approval process. All of the other Zoning Articles were explained as mainly housekeeping articles, with many simply modifying language in the Zoning By-law in a minor manner. Chris Greeley, resident, expressed concern with additional nitrogen loading that may be caused by the creating of additional housing units through the amended ADU By-law. Ms. Williams explained that the Yarmouth Health Department would need to approve any ADUs being created.

Selectman Forest reviewed Article 46 and explained that it would set aside a portion of the beach sticker revenue to fund beach infrastructure and maintenance expenses.

Selectman Stone reviewed Article 47 and explained that the Golf Enterprise Committee has determined that the current rates established for Yarmouth Golf will not generate sufficient revenues to make the courses sustainable. They need to be raised in order to keep the courses self-sustaining. Article 47 seeks to increase the current base fee for the 2020 Annual Membership from \$892 to \$1150 and to increase the current base fee for the 2020 Under 35 and Over 80 Membership from \$535 to \$725.

Amanda Murphy, resident, presented Article 49 which is a citizen petition Article. Ms. Murphy explained that this article would prohibit the procurement by the Town of Yarmouth of either water or any other beverage in plastic containers of any size and would also prohibit the sale of

water or any beverage in plastic containers. In the event of a declaration by an emergency manager, the Town would be exempt of the By-law for 7 days after the declaration has ended. Phil Simonian, Fire Chief, explained that this By-law may be problematic for the Fire Department as they often need plastic water bottles on hand for their firefighters who are in the field responding to issues. Another resident expressed concern regarding the potential impact of this By-law on special events on Town property where plastic cups are used. Joe Goldstein, resident, expressed his opinion that this article did not go far enough and more needed to be done to ensure a pollution-free town. He recommended prohibiting the sale of all plastic bottles under one liter in Yarmouth.

Vida Morris, resident, thanked the Town for hosting a pre-town meeting discussion so questions could be asked ahead of time. Chris Dwelley explained that Town Meeting will commence at 9 am and refreshments will be available late morning/early afternoon.

3. Adjourn

MOTION: To move that the Board of Selectmen adjourn the meeting.

Motion by: Tracy Post

Seconded by: Norm Holcomb

Yea 4 Nay 0

Meeting adjourned at approximately 8:45 pm.

Respectfully submitted,



Linda Dennehy