



Board of Selectmen Public Meeting Minutes July 16, 2019

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

MOTION: To move that the Board of Selectmen address the DY Agreement Discussion agenda item at the beginning of the meeting.

Motion by: Tracy Post

Seconded by: Norm Holcomb

Yea 4 Nay 0

1. D-Y Agreement Discussion

Chairman Michael Stone announced that the Board of Selectmen voted by majority to appeal the dismissal of the lawsuit the Town filed against the Dennis-Yarmouth Regional School District and the Town of Dennis. Selectman Forest and Selectman Post noted their opposition to this appeal. Ms. Post stated her belief that it is time for the Town of Yarmouth to move forward and continue to work with Dennis to arrive at a school funding solution that will be acceptable to both towns.

2. Public Announcements and Comments

Jim Cullen, resident, spoke in opposition of the school lawsuit and urged the Selectmen to drop it.

Tom Sullivan, resident, spoke in favor of the school lawsuit and urged the Selectmen to continue to pursue it.

Vida Morris, resident, expressed concern that there was never a feasibility study conducted for the new proposed DY Middle School building and pointed to the new Nauset School that is having one conducted.

Joe Tierney, DY School Committee, expressed disappointment in the Selectmen's decision to appeal the dismissal of the school lawsuit and expressed his fear that an elimination of the DY Regional School District could involve overrides and costly upgrades to Mattacheese Middle School funded solely by Yarmouth taxpayers.

Brian Carey, DY School Committee, also expressed disappointment in the Selectmen's decision to appeal the dismissal of the school lawsuit. Mr. Carey stated that this lawsuit is undermining all of the work being done by the two communities to try to arrive at a mutually agreeable solution.

Sharon Wimer, resident, applauded the Selectmen for all their hard work on the regional school agreement topic and stated that the regional agreement definitely is in need of revision.

3. Public Hearings

a. Tax Rate Classification Hearing

Selectman Post read the legal notice into the record. Andy Machado, Director of Assessing, presented the proposed Yarmouth tax rates for fiscal year 2020. Mr. Machado stated that the Yarmouth Board of Assessors recommended that the Town of Yarmouth continue to tax all classes of property at a single tax rate and to reject residential and small commercial exemptions. Selectman Holcomb asked how commercial properties are assessed. Mr. Machado explained that they are assessed by using a combination of income and market analysis for the company. Selectman Post asked about trends for the Town's commercial tax base. Mr. Machado explained that the Town's commercial tax base has been steadily decreasing in recent years and that trend will likely continue until the Town invests in wastewater infrastructure.

MOTION: To move that the Town of Yarmouth continue to tax all classes at the same rate by adopting a factor of '1' and to reject the residential exemption and the small commercial exemption.

Motion by: Tracy Post

Seconded by: Mark Forest

Yea 4 Nay 0

MOTION: To move to authorize the use of signature stamp for Tax Rate forms and authorize the Director of Finance to sign for the Board of Selectmen electronically.

Motion by: Tracy Post

Seconded by: Norm Holcomb

Yea 4 Nay 0

4. Golf Fiscal Year 2019 Wrap-Up

Scott Gilmore, Golf Superintendent, and Pat Armstrong, Director of Community Services, made a presentation on the Golf Operations Fiscal Year 2019. Mr. Gilmore explained that the plan to turn the Golf Department around anticipated \$137,500 in new revenues in order to be able to sustain Town golf operations. Mr. Gilmore stated that an 11% increase in revenues actually occurred in 2019 compared to 2018, totaling a \$364,574.46 increase in revenues. Mr. Gilmore also explained that the Golf Department's expenses increased from \$3,552,453 in FY18 to \$3,720,894 in FY19. It was explained that the most notable increased costs were from maintenance supplies and in the pro shops and restaurants. The total deficit for the Golf Department for 2019 was about \$81,000, which is much better than was first anticipated.

Ms. Post asked if Mr. Gilmore thought that future software upgrades at the courses would boost revenues. Mr. Gilmore responded yes, but those software upgrades likely will not occur until October/November. Mr. Holcomb asked what the results of the recent golf RFQ was. Ms. Armstrong responded that the Town has contracted National Golf Foundation to perform an appraisal of the Town's current golf operations. The Selectmen thanked Mr. Gilmore and Ms. Armstrong for the update.

5. Roadway Banner Project

Kyle Pedicini, Economic Development Coordinator, presented the proposed roadway banner project. Mr. Pedicini explained that a 2017 Town Meeting vote allowed for the installation of town-owned roadway banners on utility poles in the public right of way. He also explained that the Community and Economic Development Committee (CEDC) developed a proposed roadway banner sign policy, which outlines the Board of Selectmen's approval process for banner location and content.

Mr. Pedicini explained that if the policy was approved, he would return to the Selectmen at a future date for approval of banner locations/content. He explained that the CEDC's idea is to install the banners in two areas in Town – the Four Corners Area and the area around the Yarmouth Chamber of Commerce. The project would be funded through the Tourism Revenue Preservation Fund. However, based on current cost estimates received for the project, the CEDC has decided to revisit the topic in the fall in hopes of securing better pricing.

Ms. Post asked if banner applications will only be limited to Town entities or if other organizations could apply. Mr. Pedicini responded that he checked with Town Counsel on this issue, and he was advised that the Zoning Bylaw amendment in 2017 specifically stated that banners must be Town-owned. Ms. Post also commented on the banner removal process, and stated that the Board of Selectmen should be able to vote by a majority to have banners removed. Mr. Pedicini stated that he would make sure that revision is made to the Banner Policy.

MOTION: To move that the Board of Selectmen approve the Roadway Banner Policy with the addition of the wording “or by majority vote by the Board of Selectmen” in regards to banner removal.

Motion by: Tracy Post

Seconded by: Mark Forest

Yea 4 Nay 0

MOTION: To move to authorize the Town Administrator to sign the banner attachment license on behalf of the Board of Selectmen.

Motion by: Tracy Post

Seconded by: Norm Holcomb

Yea 4 Nay 0

6. Committee Handbook Discussion

Chris Dwelley, Assistant Town Administrator, presented a revised, proposed Town of Yarmouth Boards and Committees handbook. He explained that the handbook helps define committee member roles and responsibilities and helps committee members understand what it is like to serve on a board or committee in Yarmouth. Committee members, Selectmen, Town Counsel, and Town staff all contributed to this proposed handbook. Selectman Forest also noted that Town staff was investigating the possibility of purchasing software that would allow the Town to track committee member appointments and terms in a more efficient manner. Selectman Forest and Town Administrator Knapik noted the importance of arriving at a final committee handbook document, as residents who are interested in serving on committees often ask what is involved in serving on one (which this handbook will help explain in a clear manner).

Selectmen Post expressed concerns regarding the proposed handbook. She stated that the handbook was not consistent with the Zoning Bylaw, such as the section that addresses the removal of committee members. Chairman Stone agreed that it was important to have consistency in this document with the Zoning Bylaw. The Selectmen agreed to revisit this topic at a later date after Selectman Forest and Town staff have a chance to revise the document.

7. FY20 Board of Selectmen Goals Review

Selectman Post stated her desire to see improving Town communications, both internal and external, as a goal for the Selectmen. Selectman Forest agreed and stated that the Town is currently working on a number of improvements to the Town's website, which should help improve the Town's communications. Mr. Forest also stated that Channel 18 operations could be improved as well. Selectman Post also expressed a desire to see movement on a Town splash pad in the next year. Community visioning was another goal discussed by Selectmen, with the hope that the Town could produce a visioning statement based on feedback from town residents. Selectmen also agreed that keeping clean water/wastewater as a goal was very important as the town works to

Dan Knapik, Town Administrator, presented the Consent Agenda to the Selectmen. He explained that there is a minor adjustment proposed for the Age-Friendly Community committee.

MOTION: To move to approve the Consent Agenda as presented.

Motion by: Tracy Post

Seconded by: Mark Forest

Yea 4 Nay 0

10. Adjourn

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

Motion by: Mark Forest

Seconded by: Norm Holcomb

Yea 4 Nay 0

Meeting adjourned at approximately 9pm.

Respectfully submitted,



Linda Dennehy

DISTRIBUTED MATERIAL AGENDA PACKET

- Tax Rate Classification Hearing Documents
- Golf Fiscal Year 2019 Wrap-Up Presentation
- Roadway Banner Project Presentation
- Boards, Committees, and Commissions Handbook
- FY20 BOS Goals Review / Plan Framework Report
- Letter to BOS from Duncan Oliver dated May 9, 2019 re: Resignation from Historic Commission
- Memo to BOS from Appointments Chairman dated July 8, 2019 re: Appointment to Historical Commission
- Memo to BOS from Appointments Chairman dated July 8, 2019 re: Reappointments to Historical Commission
- Memo to BOS from Appointments Chairman dated July 2, 2019 re: Reappointment to Conservation Commission
- Memo to BOS from Appointments Chairman dated July 2, 2019 re: Reappointment to Mid-Cape Cultural Council
- BOS Meeting Minutes of December 18, 2018
- BOS Meeting Minutes of January 15, 2019
- BOS Meeting Minutes of January 29, 2019
- Executive Session Minutes of June 4, 2019 (under separate cover)
- Executive Session Minutes of June 10, 2019 (under separate cover)
- Executive Session Minutes of June 18, 2019 (under separate cover)
- Executive Session Minutes of June 22, 2019 (under separate cover)
- 2019 BOS Upcoming Agenda Items Schedule
- Memo to BOS from Community Housing Committee Chairman dated July 9, 2019 re: Sale of 817 Route 28, South Yarmouth; Captain Gladcliff Vacation Condominium
- Letter to BOS from Age-Friendly Community Team dated May 21, 2019 re: Change to Charge
- Letter to BOS from Barnstable Yarmouth Lions Club Foundation, Inc. dated June 29, 2019 re: Request for Fundraiser at Disposal Area
- Memo to Town Administrator from Senior Services dated June 17, 2019 re: Gifts to Senior Services
- Memo to BOS from Recreation Division dated June 29, 2019 re: Donations
- MassDOT Letter dated June 24, 2019 re: Speed Limit Study for Center Street
- Cape Cod Commission Local Comprehensive Plan Regulations Hearing scheduled for July 25, 2019