



Board of Selectmen Regular Meeting Minutes March 22, 2016

The regular meeting was called to order at 6:00 p.m. in the Town Hall Hearing Room by Chairman Tolley. Selectmen present: Norm Holcomb, Tracy Post, and Michael Stone. Also attending: Interim Town Administrator, Peter Johnson-Staub. Selectman Quirk joined the meeting in session.

1. Public Announcements & Comments

Mr. John Sears commented on the Packet Landing project and expressed his support for the project to preserve and enhance that area. He stated he reviewed the plans with Director of Community Development Karen Greene and Town Planner Kathy Williams and thinks the plans and expenditure of funds should be supported at Town Meeting.

Ms. Vida Morris expressed her view that the plans for the Packet Landing Pavilion project as proposed would reduce scenery of the area. Additionally, she is opposed to the expense of the project which she feels is exorbitant.

Ms. Morris asked for clarification on how the town was going to pay for the \$500,000+ increase in the school budget for FY17. The Board explained that the funding will be available from a lower than expected budget from Cape Cod Tech and lower than expected expenditures for insurance.

2. ATM Warrant Article Review

Interim Town Administrator Peter Johnson-Staub explained the following articles to the Board:

a. Article 3: FY17 Golf Enterprise Budget. The Board had questions regarding expenditures and anticipated revenues and seasonal wage increases. Director of Golf Operations Jim Armentrout explained that seasonal wage increases have risen approximately 25% over the past two years.

MOTION: To move that the Board of Selectmen recommend approval of Article 3: FY17 Golf Enterprise Budget.

Motion by: Tracy Post

Seconded by: Norm Holcomb

Yea 4 Nay 0

b. Article 4: FY17 Water Operating Budget. The Board asked about the current balance of the fund and anticipated future capital costs.

MOTION: To move that the Board of Selectmen recommend approval of Article 4: FY17 Water Operating Budget.

Motion by: Tracy Post

Seconded by: Norm Holcomb

Yea 4 Nay 0

c. Article 5: FY17 Septic Enterprise Budget. The Board was briefed on some significant changes anticipated to this enterprise fund due to the facility in Orleans closing and the potential for additional business at our septage facility. Discussion was held on the advantages and

disadvantages of investing in capital improvements to the plant and the likelihood of increasing business to the facility.

MOTION: To move that the Board of Selectmen recommend approval of Article 5: FY17 Septic Enterprise Budget.

Motion by: Tracy Post

Seconded by: Norm Holcomb

Yea 4 Nay 0

d. Article 27: CPA Recreation Projects. Town Planner Kathy Williams explained the recreation projects included in this article and the costs of the projects has been reduced by eliminating some soft costs of the projects. The Board had some questions on the funding sources for the various projects. Selectman Holcomb expressed his view that he feels the Packet Landing Pavilion project is a very expensive proposal when there are so many other pressing needs on the town's financial resources and he therefore cannot support this article. Other Board members expressed concern over the potential use of a pavilion for the investment but feel it is an issue that needs to go to the voters at Town Meeting. Chairman Tolley allowed Ms. Dorcas McGurrin to comment on this issue as she is a member of the Community Preservation Committee, a member of the Rotary Club, and a member of the Yarmouth Chamber of Commerce. Her view is that a Packet Landing project has been discussed for a long time with no decisions being made, the area is currently an eye sore, and she feels the matter now needs to go to Town Meeting.

MOTION: To move that the Board of Selectmen recommend approval of Article 27: CPA Recreation Projects.

Motion by: Tracy Post

Seconded by: Erik Tolley

Yea 3

Nay 1

Abstained 1

e. Article 1: FY16 Supplemental Appropriations. Mr. Johnson-Staub explained that the supplemental appropriation includes \$175,000 for snow & ice and \$25,000 for a Town Administrator search. With regard to funds for the Town Administrator search, Selectman Holcomb stated that he does not feel the Finance Committee should be dictating how the Board chooses to proceed on a matter that the Board feels is in the best interest of the Town. Selectman Quirk agreed with that position. Mr. Johnson-Staub explained the options available to the Board in that they can formally request the Finance Committee reconsider a transfer of available funds to fund a Town Administrator search or request an appropriation at town meeting. Town Accountant Rich Bienvenue explained his fiduciary responsibilities, in part, that he is forbidden by law to pay for any item that has not been voted on as an appropriation at town meeting. Chairman Tolley suggested to the Board that they hold off on voting on this article and he will attend the next Finance Committee meeting on March 23, 2016 to try to further make the Board's case in support of a transfer of funds. An Article 1 vote will be placed on the agenda for next week's Selectman meeting.

f. Article 17: OPEB Funding from Free Cash. Mr. Johnson-Staub explained that he is proposing a transfer from Free Cash of \$400,000 to OPEB. A discussion was held on the amounts being transferred to OPEB and future funds needed to fully fund OPEB.

MOTION: To move that the Board of Selectmen recommend approval of Article 17: OPEB Funding from Free Cash.

Motion by: Jim Quirk

Seconded by: Tracy Post

Yea 5 Nay 0

g. Article 18: Service Enhancement Funding from Free Cash. The service enhancements proposed are substance abuse and homeless activities; public safety training; library materials; tree program; conservation land management; and document scanning.

MOTION: To move that the Board of Selectmen recommend approval of Article 18: Service Enhancement Funding from Free Cash.

Motion by: Jim Quirk

Seconded by: Tracy Post

Yea 5 Nay 0

h. Article 19: Tourism Funding. This article is to fund the tourism revenue preservation fund authorized by Chapter 338 of the Acts of 2006.

MOTION: To move that the Board of Selectmen recommend approval of Article 19: Tourism Funding.

Motion by: Tracy Post

Seconded by: Jim Quirk

Yea 5 Nay 0

i. Article 20: Stabilization Funding. This article would transfer \$763,000 from Free Cash and \$117,000 from Fire Receipts into the town's stabilization fund.

MOTION: To move that the Board of Selectmen recommend approval of Article 20: Stabilization Funding.

Motion by: Jim Quirk

Seconded by: Norm Holcomb

Yea 5 Nay 0

3. Vote on New IT Position

IT Director Shawn MacInnes briefed the Board on a proposed new IT position. This position will primarily support the Water Division and the Septage Treatment Facility and will be funded through those divisions. This is a full-time position for additional IT Project Management and Helpdesk support. The Board asked if this position was expected to be a long-term position versus researching contract services. Mr. MacInnes explained that this position is expected to be full-time and long term due to the number of software applications the town utilizes.

MOTION: To move that the Board of Selectmen approve a new IT Position.

Motion by: Norm Holcomb

Seconded by: Jim Quirk

Yea 5 Nay 0

4. Board of Selectmen

a. Board and Committee Actions. Appointments Chairman Quirk has one appointment of Beverly Bachand to the Historical Commission for a regular three-year appointment to run through July 31, 2019.

MOTION: To move that the Board of Selectmen approve the appointment of Beverly Bachand to the Historical Commission for a regular three-year appointment to run through July 31, 2019.

Motion by: Norm Holcomb

Seconded by: Mike Stone

Yea 5 Nay 0

b. Consider Release of Executive Session Minutes of:

- 1) September 30, 2014
- 2) January 13, 2015
- 3) February 24, 2015
- 4) April 14, 2015

The Board chose not to release the executive session minutes at this time. They would like to see the actual redacted version of the minutes before voting to release them. This item will be on the next Board of Selectmen agenda for consideration.

c. Individual Items

1) Selectman Post mentioned an initiative other communities have implemented which established reserved parking spaces at town or city buildings for veterans. Ms. Post asked the Chairman to consider this for a future agenda item.

5. Town Administrator’s Items

a. Consent Agenda

- Draft Letter to NOAA Fisheries from Interim Town Administrator undated re: NOAA Community-based Restoration Program Coastal and Marine Habitat Restoration Grants - Parker's River Tidal Restoration Project, Yarmouth, MA

b. Donations:

- YPD
- Elizabeth Perkins \$ 15.00
- TOTAL \$ 15.00**

MOTION: To move that the Board of Selectmen approve the Consent Agenda.
Motion by: Tracy Post Seconded by: Norm Holcomb Yea 5 Nay 0

b. Town Administrator Updates. Mr. Johnson-Staub mentioned that he and Chairman Tolley will be attending a meeting in Harwich on April 1, 2016 regarding shared wastewater facilities.

6. Adjourn

MOTION: To move that the Board of Selectmen adjourn the meeting.
Motion by: Jim Quirk Seconded by: Mike Stone Yea 5 Nay 0

Respectfully submitted,



Linda Dennehy

DISTRIBUTED MATERIAL AGENDA PACKET

- Articles 3-5, 27, 1, and 17-20
- Memo to Interim Town Administrator from Director of IT dated March 16, 2016 re: New IT Position Request
- Letter to BOS from Appointments Chairman dated March 17, 2016 re: Appointment of Beverly Bachand to the Historical Commission
- Board of Selectmen Executive Session Minutes of September 16, 2014
- Board of Selectmen Executive Session Minutes of September 30, 2014
- Board of Selectmen Executive Session Minutes of January 13, 2015
- Board of Selectmen Executive Session Minutes of February 24, 2015
- Board of Selectmen Executive Session Minutes of April 14, 2015
- Draft Letter to NOAA Fisheries from Interim Town Administrator undated re: NOAA Community-based Restoration Program Coastal and Marine Habitat Restoration Grants - Parker's River Tidal Restoration Project, Yarmouth, MA
- Memo to BOS from YPD dated March 13, 2016 re: Donation Request
- ATM Warrant Article Summary
- Letter to Town Clerk from Bob Goodwin dated March 16, 2016 re: Withdrawal of Dogs on the Beach Petition Article
- BOS Projected Agenda Items
- Committee Volunteer Appreciation Day Flyer
- Letter to BOS from Yarmouth Chamber of Commerce dated March 9, 2016 re: Packet Landing Pavilion
- Letter to BOS from Canco Fire Sprinkler Services dated March 10, 2016 re: Packet Landing Pavilion
- Letter to BOS from Thirwood Place dated March 10, 2016 re: Packet Landing Pavilion
- Letter to BOS from Hyannis Park Civic Association dated March 14, 2016 re: Packet Landing Pavilion
- Letter to Town Planner from The Cultural Center of Cape Cod dated March 16, 2016 re: Packet Landing Pavilion
- Letter to BOS from Community and Economic Development Committee dated March 15, 2016 re: Packet Landing Pavilion
- Letter to BOS from Planning Board dated March 16, 2016 re: Packet Landing Pavilion
- Letter to BOS from CPC and CEDC dated March 17, 2016 re: Packet Landing Pavilion
- Letter to BOS from Community and Economic Development Committee dated March 16, 2016 re: DOT Plans for Route 6 Signage
- The "CAT" Bulletin for March 2016
- Board of Health Meeting Agenda for March 21, 2016