



Board of Selectmen **Meeting Minutes** **August 5, 2014**

The regular meeting was called to order at 7:00p.m. in the Town Hall Hearing Room by Vice Chairman Tracy Post. Selectmen present: Jim Quirk, Norm Holcomb and Michael Stone. Mr. Erik Tolley was absent. Also Attending: Town Administrator William Hinchey. The Board of Selectmen gave the pledge of allegiance.

The meeting was turned over to Licensing Chairman Mike Stone.

Licensing Public Hearing

1. Change in Beneficial Interest and Removal of LLC Managing Member

99 West, LLC d.b.a. Restaurant and Pub, 14 Berry Ave, W. Y., Walter Whaples, Mgr.

The legal ad was read by Mr. Stone. Application represented by Tom Cattaneo and Walter Whaples. Mr. Stone described the process with this application request and that the ABCC has reviewed it already. This is just a formality to hold the hearing. No one from the public spoke in favor or against the application.

MOTION: To move that the Board of Selectmen close the public hearing.

Motion by: Tracy Post **Seconded by:** Norm Holcomb Yea 3 Nay 0

MOTION: To move that the Board of Selectmen approve the application as presented.

Motion by: Norm Holcomb **Seconded by:** Tracy Post Yea 3 Nay 0

The meeting was turned back to Vice-Chair Tracy Post.

Workshop Agenda

Senior Services Update/Discussion

Senior services Director Kathi Bailey provided a Fiscal year update with a PowerPoint Presentation. The update reviewed mailing changes, activities and programs, transportation improvements, volunteer increases, and other accomplishments in FY14. Ms. Bailey reassured to the board and the public that her door is open to the public. There is a suggestion box at the center and encourages seniors to submit suggestions to aid in the planning process of the facility. Mr. Stone referred to several emails the Board received complaining of some program changes and accessibility. Ms. Bailey spoke about those letters and improvements the center has made under her direction. The board asked several questions regarding the newsletter, emphasizing communication to the seniors about those changes and being sensitive to the seniors adapting to the change. Mr. Joe Guardino, a senior physical fitness class instruction at the center, spoke in favor of Ms. Bailey's changes to the center and how the seniors are adapting to those changes fluidly.

Ms. Post offered a moment of silence in memory of the loss of Town Treasurer Irene Wright. Ms. Post spoke about Ms. Wright and thanked the Board for the moment of silence. Finance Director Ed Senteio spoke about Ms. Wright and her dedication to the Town of Yarmouth during her employment and long battle of cancer.

Inspectional Services Fee Discussion

Represented by Finance Director Ed Senteio and Building Commissioner Mark Grylls. Mr. Senteio reviewed the need for increases of fees with a PowerPoint presentation in order to keep the operations of the departments level funded. Their analysis reviewed direct and indirect costs, the profit and loss for both departments, and concluded that all current fees do not cover all of the expenses. He is seeking input from the board of how much if any of the fees should be tax payer subsidizes and what percentage increase should be applied to the current fees. Mr. Stone requested more information on how to approach any possible fee increases. He was concerned with the approach that presented indirect costs were a far reach. Mr. Hinchey spoke on Mr. Stone's

concerns and how a service is calculated between fees and the levy. This presentation is meant to begin a discussion for the Board to decide which services should be paid for by fees or in the levy, or even a percentage should be borne by fees. Mr. Senteio stated a more detailed spreadsheet is in the packet explaining the presentation. Mr. Quirk asked if the fees not covering the services in the Health Department was because they haven't been raised in a while or the service costs and other employment costs have increased. Mr. Senteio stated that the fees were raised in 2011 and not all of the operating costs of running that department were taken into consideration. Mr. Holcomb asked for a breakdown of the costs, Mr. Senteio said those breakdowns are available for review but not included in this evening's general discussion. Mr. Holcomb asked if there are other sources available not being tapped into. Mr. Hinchey stated that it all depends on each organization and the services being provided. Ms. Post was in favor of a fee being charged should cover the service however the approach of including indirect costs should not be considered. Mr. Holcomb suggested the Board focus on fees covering the large portion of direct expenses.

Special Town Meeting Discussion

Ms. Post requested for a future agenda discussion the topic of the promised Rail Trail Fence issue that came up at the Special Town Meeting. Mr. Hinchey stated the delta for the stockade fence is approximately \$100,000, yet the conservation access to the trail cannot be blocked. Mr. Hinchey stated he can bring in Ms. Williams to a future meeting to talk about the project and possible assistance Rep. Cleon Turner can aide in.

Mr. Holcomb brought to the Board's attention that the School Committee Chairman used the Alert System to DY parents announcing of the Special Town Meeting. He looked at MGL and because the alert message was not sent out to all tax paying residents it is a violation. Ms. Woodbury responded in an email to Mr. Holcomb's concern, stating it was a general information of the meeting, script was verified with their counsel, not promoting a view point towards a single article. The board discussed the merits of the phone and email message sent from the school. The email did refer to article 5r and 6 but not detail what those articles are able and did not encourage voters to vote a certain way towards those articles. Mr. Quirk referred to the Sandwich Superintendent at one time being chastised in the past for doing something similar. Mr. Holcomb asked if our Town Counsel had an opinion on this matter. Mr. Hinchey stated that Town Counsel reviewed the email sent by the School Committee is in fact a violation because a subset was notified of the voters and did in fact mention of articles 5 and 6 involving the school budget was a violation of state law. The Board requested Town Counsel's opinion to be forwarded to Ms. Woodbury.

DY Assessment Discussion

Town Accountant Rich Bienvenue reviewed the school assessment through a PowerPoint Presentation. He summarized the current Chapter 70 formula, how the formula is distributed, the calculation mechanics, the calculation of required local contributions, and projections of a \$1.2 million increase to the FY16 Town of Yarmouth assessment. Mr. Bienvenue also reviewed what will happen when the Town reaches the target contribution, and his observations in regard to fairness within the formula. Lastly, Mr. Bienvenue reviewed and recommended considering a potential Host Community direct service cost for the high School and administration building. The Board thought the presentation was very thorough and important. They discussed the shift, sharing the historical costs with Dennis to establish the level playing field and assess what their response is. Mr. Quirk asked if work on the capital costs can be done towards Dennis' contribution on the Host buildings of the High School and Admin building. Mr. Hinchey stated there would be another opportunity for the Board to discuss in detail this item.

Board of Selectmen

1. FY15 Board of Selectmen Goals

Item was postponed till a future meeting when Chairman Tolley was present.

The meeting was turned over to Appointment Chairman Jim Quirk.

2. Board and Committee Actions

- Reappointments
 - a. Historical Commission [5 Regular members]

MOTION: To move that the Board of Selectmen reappoint Julie Mockabee, Gina Lombardi, Frederick Fries, Sarah Home, Nancy Stewart to the Historical Commission.

Motion by: Norm Holcomb **Seconded by:** Tracy Post Yea 4 Nay 0

- Appointments
 - a. Planning Board [1 Regular member]

MOTION: To move that the Board of Selectmen appoint Angela Philbrook to the Planning Board.

Motion by: Norm Holcomb **Seconded by:** Tracy Post Yea 4 Nay 0

- b. Community Housing Committee [1 Regular member]

MOTION: To move that the Board of Selectmen appoint Melissa Ellis to the Community Housing Committee.

Motion by: Norm Holcomb **Seconded by:** Tracy Post Yea 4 Nay 0

The meeting was turned back to Vice Chairman Tracy Post.

3. Approval of Minutes

MOTION: To move that the Board of Selectmen approve the minutes as submitted in the agenda packet.

Motion by: Norm Holcomb **Seconded by:** Jim Quirk Yea 4 Nay 0

4. Individual Items

Mr. Holcomb spoke about golf enterprise end of the year that was included in the information packet.

Mr. Stone commented about Special Town Meeting and reminded voters that in order for your voice to be heard on articles being passed at town meeting is to attend town meeting to vote.

Mr. Quirk spoke about Ms. Irene Wright and Ms. Post read the obituary.

Ms. Post announced a 9-11 memorial fundraiser will be held on August 16th at the Hampton Inn & Suites.

Town Administrator's Items

1. Consent Agenda

- Town Promotion & Beautification Grants
 - 1. Bass River Pottery – Tile Mosaic to be placed at Flax Pond \$3,000.00
 - 2. Sarah Holl Studios – Yarmouth Landscape Mural to be placed at Residential Drop off \$4,000.00

TOTAL \$7,000.00

- Donations
 - 1. Senior Services
 - Natalie LaFleur \$50.00
 - Jean Jackson \$15.00
 - Margaret Taylor \$47.50
 - MA Association of Regional Transit Authority \$191.59
 - AA \$40.00
 - Anonymous \$86.00

\$430.09

TOTAL \$430.09

MOTION: To move that the Board of Selectmen approve the Consent Agenda.

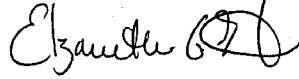
Motion by: Jim Quirk Seconded by: Norm Holcomb Yea 4 Nay 0

Adjourn

MOTION: To move that the Board of Selectmen adjourn the meeting at 10:19pm

Motion by: Norm Holcomb Seconded by: Tracy Post Yea 4 Nay 0

Respectfully submitted,



Elizabeth G. Hartsgrove

DISTRIBUTED MATERIAL AGENDA PACKET

Inspectional Services Fee Discussion

- Revised Inspectional Services Fee Discussion – Profit & Loss, dated August 5, 2014