



Board of Selectmen Public Meeting Minutes August 22, 2017

The regular meeting was called to order at approximately 6:10 p.m. in the Town Hall Hearing Room by Chairman Tracy Post. Selectmen present: Norm Holcomb and Mark Forest. Selectmen absent: Mike Stone and Erik Tolley. Also attending: Yarmouth Town Administrator Dan Knapik and Yarmouth Assistant Town Administrator, Chris Dwelley.

1. Public Announcements & Comments

Mary Vilbon, Executive Director of the Yarmouth Chamber of Commerce, thanked the Chair for her participation with the summer concert series and invited the public to attend concerts and the Murder Mystery/Live Auction at the Cultural Center. The Chamber also asked for nominations for Citizen of the Year and Business of the Year awards to be announced at the October 18th annual meeting at the Riverway Restaurant.

Steven Gavin read into the record the Yarmouth Energy Committee's recommendation regarding the EverSource rate increase case, which was unanimously opposed.

Vida Morris expressed concern for police officers in dealing with the opioid crisis, but was opposed to using social service workers in the department. She also urged people to vote against the proposed Cape Cod Regional Technical High School building.

Tom Nickinello of Precinct 3 praised the work of the Beautification Team; the Board of Selectmen's Mission and Goals for 2018; and encouraged the use of surveys for public input.

Joyce Flynn of the Energy Committee spoke in opposition to the EverSource rate increase. She asked the public to write letters of protest. She also announced that Cape Light Compact is removing the \$4000 incentive cap on energy efficiency improvements until September 19th.

2. Public Hearings

a. Special Entertainment License for Transition Centers Auction. Chairman Post read the legal notice into the record and opened the public hearing in the absence of Licensing Chair Mike Stone. Emily Cross, Director of Development and HR at Transition Centers, a non-profit organization serving individuals on the autism spectrum, presented the application. This fundraiser will help defray operating costs and make improvements to the facility. It will be catered by Casual Gourmet under a tent in the parking lot. Tent exits and entrances will be attended by the owner of the building; parking lot entrances will be blocked to vehicle traffic. The event is by invitation only, 21 years and older. Auctioneer John Terrio will be using a PA system, and a police detail will direct vehicle and pedestrian traffic. Green cards were submitted. Mr. Knapik noted that the caterer is duly licensed by the Commonwealth to provide alcohol services. Ms. Post noted that the insurance certificate needs to include the Town of Yarmouth as an additional insured. There was no public comment.

MOTION: To move to close the public hearing.

Motion by: Mark Forest

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: Mark Forest

Yea 3 Nay 0

3. Community Preservation Committee Annual Update

Community Preservation Committee Chair Gary Ellis introduced committee members Tom Durkin, Tom Roche, and Director of Community Development Karen Greene. He reviewed the Committee's activities and accomplishments. There is \$4.19 million available to improve the community in the areas of housing, historic, open space, and recreation, plus \$2.1 million in unrestricted funds. Applications for the FY18 grant round are due no later than September 15th. The Committee keeps its goals in line with the Selectmen and Town goals. Careful project planning is necessary in the event that CPA funds are re-purposed, reduced, or revoked in FY2020. Mr. Ellis complimented former CPA Administrator Jen Copeland.

Mr. Holcomb asked for clarification of "open space." Mr. Ellis explained that open space funds can be spent on acquisition of -- but not maintenance of -- either open land or land with structures that will be removed, like the former 1750 House on Route 28 which has become a pocket park. It is protected with a conservation restriction attached to the land.

Mr. Forest and Ms. Post thanked the Committee. They also noted that the reimbursement rate from the State has been decreasing over the years, particularly since recreation has been added as a use, and cities have adopted the program. This year the Town will receive a 15% State reimbursement.

4. Cape Cod Regional Technical High School Briefing on Planned Building Replacement and October Election

Superintendent Robert Sanborn updated the Board on the Cape Cod Regional Technical High School Building project. The Building Committee was formed in 2015 and began the feasibility study of seven options including renovation only, renovation with some new construction, and new construction. The first priority in the decision-making was the education plan; second was cost. In early 2017 the preferred solution was approved by the Massachusetts School Building Administration (MSBA); the district-wide vote will take place on October 24th from 12:00 noon until 8:00. The estimated total cost for the project is \$128 million. There is a complex State reimbursement formula which has resulted in an effective State reimbursement rate of 32.75%. The vote mechanics were also reviewed.

Mr. Forest thanked Mr. Sanborn for coming and asked for the communication plan. Mr. Sanborn stated that there is a link on the homepage of the website; a political action committee has been formed to fundraise and publicize the vote; and Mr. Sanborn is making public appearances. Since the building was completed in 1974, the school has not asked for any money for capital expenditures. Mr. Sanborn explained that he has been working with legislators to try to get an additional 4% in State reimbursements, but has been unsuccessful so far. He went on to explain how other savings have been realized, such as using pre-constructed wall panels and eliminating the construction manager at risk, which is not necessary with new construction. Efforts to reduce costs will continue. Mr. Forest offered to facilitate public information sessions. He then asked what happens if the vote fails. Mr. Sanborn explained that the first step would be to try to preserve the relationship with the MSBA because it provides substantial funding.

Mr. Holcomb asked for clarification of the existing "open concept" design. Mr. Sanborn explained that it is no longer a sound educational design, and putting up partitions to create

classrooms has not been an effective solution because, among other things, the HVAC system is not designed for it and the room sizes do not meet current minimum square footage requirements (870 sf). Renovations would require that all systems (electrical, HVAC, fire, etc.) be brought up to current codes, including the Americans with Disabilities Act codes. There is not likely to be a reduction in operating expenses with a new facility because although the project is LEED Silver certified, there are stricter regulations today, such as the higher air circulation requirement.

Extensive discussion on finances followed. The project is estimated to cost the average Yarmouth homeowner \$74.12/year. The Board offered suggestions for educating the public on the project via Channel 18; links on the website; appearances at the Senior Center and retired men's clubs. Mr. Sanborn has done and hopes to continue doing radio segments. He explained some of the differences in reimbursable items for renovation versus new construction and noted that the School Building Committee worked diligently to analyze a wide variety of scenarios. Renovation poses a lot of risk due to unknown underlying conditions; temporary classrooms and shops would have to be leased and are not reimbursable; and there would be a four-year disruption to learning. Mr. Sanborn thanked the School Building Committee for its hard work.

Finance Director Ed Senteio reviewed the debt drop-off schedule. Yarmouth has very low levels of debt compared to most communities. The future of the Ellen Jones Dental Clinic was discussed and hopefully will be accommodated. Town Clerk Phil Gaudet reviewed the process for this election, which is the same as for any other election except for the hours, 12:00 noon to 8:00 p.m. Mr. Gaudet will notify the public via robo-calls, signage, and social media. Ms. Post clarified that this vote is "yes" or "no" for the school, NOT the funding. Strategies for authorizing the spending were discussed. Mr. Gaudet explained the time constraints in having a funding vote simultaneously with the approval vote. Mr. Knapik advised that most towns are taking the "wait and see" approach because if the project is not approved by all the towns, there is no need for a funding vote.

5. New Online Payment Vendor Update

Collector/Treasurer Susan Ripley, Assistant Collector/Treasurer Jaye Anne Kesten, and Town Clerk Phil Gaudet explained the new online vendor system, comparing it to the "Amazon.com of municipal bill payment." The major benefit of the new City Hall Systems is consolidation of eight existing billing systems into one that allows the customer to fill a "shopping cart" with items to be paid, including taxes, water bills, beach/disposal stickers, shellfish/dog licenses, birth/death/marriage certificates, municipal lien certificates, and others. It also allows viewing of the bill and historical data; late payments, credit/debit card and phone payments; and address changes. The new software reduces the administrative burdens such that the department staff has been reduced by one employee, and Mr. Gaudet expects faster processing of census data. There should also be time to assist the Finance Department as necessary. A computer will be set up in Town Hall to allow staff to train patrons. Mr. Knapik commended the staff on the thoroughness of its implementation of this program.

6. Board of Selectmen

a. Board and Committee Appointments. Mr. Forest asked the Board to accept the resignation of Jim Cullen from the Recycling and Solid Waste Advisory Committee.

MOTION: To move that the Board of Selectmen accept the resignation of Jim Cullen from the Recycling and Solid Waste Advisory Committee with thanks.

Motion by: Tracy Post

Seconded by: Norm Holcomb

Yea 3 Nay 0

Town of Yarmouth
Board of Selectmen

August 22, 2017

Approved November 28, 2017

2) Letter to Cape Cod Community College regarding Paramedic Certification Program.

MOTION: To move that the Board of Selectmen approve the letter of concern regarding the elimination of the Paramedic Certification Program at Cape Cod Community College.

Motion by: Mark Forest **Seconded by:** Norm Holcomb Yea 3 Nay 0

Mr. Knapik advised that an efficiency study will be done on the fire department. Discussion followed regarding various ways to fund the department and evaluate ambulance use patterns.

- Memo to BOS from Parks and Recreation dated August 15, 2017 re: Donations
- Memo to BOS from Parks and Recreation dated July 20, 2017 re: Donation of Access Mat

MOTION: To move that the Board of Selectmen gratefully accept the donation from Joe Marrama, owner of the Cape Cod Inflatable Park and Family Resorts, of 150 linear feet of access mat (\$8,000 value) to the Parks & Recreation Division.

Motion by: Mark Forest **Seconded by:** Norm Holcomb Yea 3 Nay 0

- Parks and Recreation

Deborah Caola	\$150.00	Marybeth Manchuk	\$150.00
Sheila Kastrinakis	\$150.00	Diana Vujosevic	\$150.00
Jeanne Givehchi	\$150.00	Elizabeth Powers	\$150.00
Carol Miller	\$150.00	Erika Shinney	\$150.00
Mike Bryant	\$150.00	Candy Krop	\$150.00
Candy Krop	\$150.00	Jeanne Givehchi	\$150.00
Shannon Geoghegan	\$150.00	Shannon Geoghegan	\$150.00
Catherine Avey	\$150.00	Matthew Grew	\$150.00

- Barbara Mae Wamboldt	\$ 274.84
- Cape Cod Inflatable Park and Family Resorts	<u>\$ 8,000.00</u>

TOTAL \$ 10,674.84

MOTION: To move that the Board of Selectmen approve the consent agenda.

Motion by: Mark Forest **Seconded by:** Norm Holcomb Yea 3 Nay 0

b. Town Administrator Updates: The Open Government portal will go live this week. Electrical issues at Bass River Golf Course should be completely repaired this week. Mr. Knapik thanked Golf Director Jim Armentrout, Facilities Manager Dick Court, the electrical contractor, and all respective staff. He also thanked an unnamed citizen for reporting a problem with a cooling tower that prevented significant damage and saved substantial money.

The next meeting of the D-Y negotiating group is August 28th at 4:00 p.m. at the Dennis Town Hall. Ms. Post congratulated Ken Jenks and Tony Morrison on their new positions as Assistant Superintendent and D-Y High School Principal, respectively.

c. Wastewater Planning: Mr. Forest reported on the tri-town meeting with Dennis and Harwich for collaboration on a regional treatment facility. A schedule and timeline are being developed. Yarmouth will submit the regional planning grant application in October to help finance the regional dialogue.

8. Adjourn

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

Motion by: Norm Holcomb **Seconded by:** Mark Forest

Yea 3 Nay 0

Meeting adjourned at approximately 9:48 p.m.

Respectfully submitted,



Linda Dennehy

DISTRIBUTED MATERIAL AGENDA PACKET

- Special Entertainment License Applications from Transition Centers, Inc.
- Memo to BOS from Chairman, Community Preservation Committee (CPC) dated August 16, 2017 re: CPC 2017 Annual Review
- Cape Cod Regional Technical High School Building Project Brief
- Streamlining Online Bill Pay and Other Purchases Presentation
- Letter to Town Administrator from James J. Cullen dated August 16, 2017 re: Resignation from RASWAC
- Memo to BOS from Appointments Chairman dated August 16, 2017 re: Reappointments to the Board of Assessors
- Memo to BOS from Appointments Chairman dated August 16, 2017 re: Appointments to the Mid-Cape Cultural Council
- Board of Selectmen Minutes of March 21, 2017
- 2017 BOS Upcoming Agenda Items Schedule
- Proposed Official Citation to the Mill Hill Residence
- Proposed Letter to DPU dated August 11, 2017 re: Eversource Rate Case (DPU 17-05) - Revised Rate Design submitted 6/1/2017
- Proposed Letter to Cape Cod Community College dated August 22, 2017 re: Paramedics Certificate Program
- Letter to BOS from Fire Chief Phil Simonian dated August 17, 2017 re: Support of Paramedic Certificate Program at CCCC
- Memo to BOS from Parks and Recreation dated August 15, 2017 re: Donations
- Memo to BOS from Parks and Recreation dated July 20, 2017 re: Donation of Access Mat