

# Board of Selectmen Meeting Notice AGENDA



Date

June 21, 2022

Time

7:00 PM

Location

Bourne Veterans' Community Building – Rm 2  
239 Main St., Buzzards Bay  
Or virtually (see information below)

Note this Zoom videoconference meeting is being televised, streamed or recorded by Bourne TV.

If anyone from the public wishes to access the meeting, they can do so by calling the following conference line:  
**1-929-205-6099 Meeting ID: 852 9837 4926 Password: 810793**

If you already have the Zoom App downloaded to your device or computer, you may simply join the meeting by entering the Meeting ID and Password noted above, or go to <https://zoom.us/meetings> and look for the Join Meeting button. Please MUTE your phone/microphone upon entry. Participants wishing to speak should click the "Participants" icon on the lower toolbar and then click "Raise Hand" in the dialog box to notify the Chair. The Chair will recognize participants. For Participants who are calling into the meeting and wishing to speak should press \*9 to notify the Chair. The Chair will recognize participants.

All items within the meeting agenda are subject to deliberation and vote(s) by the Board of Selectmen.

## 7:00 PM Call Public Session to Order in Open Session

1. Moment of Silence to recognize our Troops and our public safety personnel
2. Salute to the Flag
3. Vision: Bourne is a proud community that embraces change while respecting the rich heritage of the town and its villages. It is a municipality based on strong fiscal government with a durable economy that recognizes the rights of all citizens, respects the environment, especially the coastal areas of the community and the amenities that it affords. Bourne embraces excellent education, and offers to citizens a healthy, active lifestyle.
4. Mission: Bourne will maximize opportunities for social and economic development while retaining an attractive, sustainable and secure coastline and environment for the enjoyment of residents and visitors. Through responsible and professional leadership and in partnership with others, Bourne will strive to improve the quality of life for all residents living and working in the larger community.
5. Public Comment on Non-Agenda Items - Public comments are allowed for up to a total of 12 minutes at the beginning of each meeting. Each speaker is limited to 3 minutes for comment. Based on past practice, members of the Board are not allowed to comment or respond.
6. Appointments and Licenses
  - a. Annual Committee Appointments
  - b. Discussion and possible vote to appoint B. Scott to the Council on Aging.
  - c. Discussion and possible vote to appoint J. Fraher to the Open Space Committee.

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2022 JUN 16 PM 2:04  
TOWN CLERK BOURNE

7. Selectmen's Business

- a. Discussion and possible vote on Library Director Irja Finn's request to reprint coloring book of the Centennial Quilt
- b. Discussion and possible vote on request of Barry Johnson to reduce Open Space Committee membership from 9 to 7 people.
- c. Discussion and possible vote on request C. Cumiskey to hold a baby shower in the BB Park gazebo on 7/23/22.
- d. Discussion and possible vote on request of Wings Neck Trust to have a fire truck and police cruiser participate in their 4<sup>th</sup> of July parade on 7/2/22.
- e. Discussion and possible vote on request of Lauren DeGregorio to use Buzzards Bay Park for a community art and gathering event on 7/2/22.
- f. Discussion and possible vote to approve the donation of \$2000 to DNR's Shellfish Program.
- g. Grow Smart Cape Cod – affordable housing presentation
- h. Discuss Board of Selectmen's retreat

8. Town Administrator

9. Minutes: 4/19/22 and 5/10/22

10. Correspondence

11. Committee Reports

12. Next Meeting – July 5, 2022

13. Adjourn

**Board of Selectmen  
Minutes of Tuesday, June 21, 2022  
Bourne Veterans' Community Center  
Buzzards Bay, MA  
Or virtually (see information below)**

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**TA Marlene McCollem**

**Board of Selectmen**

Peter Meier, Chair  
Jared MacDonald, Vice Chair  
Melissa Ferretti, Clerk  
Judith Froman  
Mary Jane Mastrangelo

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2022 NOV - 7 PM 3:02  
TOWN CLERK BOURNE

**Others:** Jean Hills (Virtual), Debi Oliviere (Virtual), Philip Goddard (Virtual), Erin Perry, Alisa Magnotta (Virtual), Jason (Virtual), Barbara Scott, Karen Girouard (Virtual), Barry Johnson (Virtual), Rosanne Bottaro (Virtual), Cheryl Milliken (Virtual), and Andrew Gottlieb (Virtual).

This is a hybrid meeting. Note this meeting is being televised, streamed, or recorded by Bourne TV.

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residents and visitors. Through responsible and professional leadership and in partnership with others, Bourne will strive to improve the quality of life for all residents living and working in the larger community.

5. **Public Comment on Non-Agenda Items** – Public Comments are allowed for up to a total of 12 minutes at the beginning of each meeting. Each speaker is limited to 3 minutes for comment. Based on past practice, members of the Board are not allowed to comment or respond.

Erin Perry, of the Cape Cod Commission, wanted to let all know that the Cape Cod Commission is holding their 8<sup>th</sup> Annual OneCape Summit on August 1<sup>st</sup> and 2<sup>nd</sup> in Harwich. She left some invitations with more detail on them for the Board.

## 6. Appointments and Licenses

- a. **Annual Committee Appointments.**
- b. **Discussion and possible vote to appoint B. Scott to the Council on Aging.**
- c. **Discussion and possible vote to appoint J. Fraher to the Open Space Committee.**

### 6.a. Annual Committee Appointments.

**Voted:** Jared MacDonald moved, and Peter Meier seconded to reappoint **Rich Libin** to the **Barnstable County Dredge Subcommittee** for a one-year term expiring on June 30, 2023.

To appoint **JoAnn Johnson** as the regular member to the **Barnstable County Human Rights Commission** for an indefinite term without expiration.

To reappoint **Chris Pine** to the **Board of Appeals** for a five-year term expiring on June 30, 2027.

To appoint **Harold Kalick** to the **Board of Appeals** to fulfill a one-year unexpired term through on June 30, 2023.

To reappoint **Karl Spilhaus** as an associate member to the **Board of Appeals** for a one-year term expiring on June 30, 2023.

To appoint **James J. Donoghue, Robert Frangieh, Terri Guarino, ex officio, Susan Ross, Jennifer Copeland, ex officio, and Kara Garcia, ex officio** to the **Bourne Housing Partnership Committee** for one-year terms expiring on June 30, 2023.

To reappoint **Dr. Ryan Place** to the **Bourne Human Services Committee** to fulfill a one-year unexpired term through on June 30, 2023.

To appoint **Stanley Andrews, Robert E. Schofield, and Shawn T. Patterson, ex officio** to the **Bourne Landfill Business Model Working Group** for one-year terms expiring on June 30, 2023.

To appoint **Stephanie Fitch, ex officio** to the **Buzzards Bay Action Committee** for a one-year term expiring on June 30, 2023.

To appoint **Franchesha Ferguson and M. Elizabeth Brown** to the **Bylaw Committee** for three-year terms expiring on June 30, 2025.



To appoint **Janice Marks** to the **Cape and Vineyard Electric Cooperative** for a one-year term expiring on June 30, 2023.

To appoint **Shawn Patterson, ex officio, and Timothy Lydon, ex officio (alternate)** to the **Cape Cod Joint Transportation Committee** for one-year terms expiring on June 30, 2023.

To appoint **Robert E. Schofield** to the **Cape Light Compact Committee** for a one-year term expiring on June 30, 2023.

To reappoint **Carol Lynch** to the **Capital Outlay Committee** for a three-year term expiring on June 30, 2025.

To appoint **Victoria Carr, Nathan Carr, Lori Cooney, and Patricia Morley** to the **Commission on Disabilities** for three-year terms expiring on June 30, 2025.

To appoint **Susan J. Weston and Paul S. Szwed** to the **Conservation Commission** for three-year terms expiring on June 30, 2025.

To appoint **Charles T. Devlin, Russell H. McAllister, and Paul Shastany** as **Constables** for one-year terms expiring on June 30, 2023.

To appoint **Beverly Armando and Jean F. Hills** to the **Council on Aging** for three-year terms expiring on June 30, 2025.

To appoint **Marlene McCollem, ex officio** as the **Ethics Liaison** for a one-year term expiring on June 30, 2023.

To appoint **Carl Georgeson, Neil F. Langille, and Judith A. Riordan** as regular members to the **Historic Commission** for three-year terms expiring on June 30, 2025.

To appoint **Judith House, Rich Kantor, Karl Spilhaus, and Toni Dering** as associate members to the **Historic Commission** for one-year terms expiring on June 30, 2023.

To appoint **Charles Noyes, David S. Cody, Stephanie Fitch, Philip Goddard, Joseph Gordon, Terri Guarino, Jordan Geist, Timothy Lydon, Debora Oliviere, Shawn Patterson, David Pelonzi, John Pribilla, Anne Marie Riley, Paul Shastany, Chris Southwood, and John Stowe** to the **Local Emergency Planning Committee** for one-year terms expiring on June 30, 2023.

To appoint **Peter Meier, Selectmen's Representative, and Jennifer Copeland, ex officio** to the **MBTA Advisory Committee** for an indefinite term without expiration.

To appoint **Stephanie Fitch, Timothy Lydon, and Jennifer Copeland** as staff members to the **Open Space Committee** for one-year terms expiring on June 30, 2023.

To appoint **Marlene McCollem, ex officio** as the **Parking Hearing Clerk** for an indefinite term without expiration.

To appoint **Roger J. Maiolini, George Sala, and Karen Wilson** to the **Recreation Committee** for three-year terms expiring on June 30, 2025.

To appoint **Rosanne Bottaro and Jean Hills** to the **Recycling Committee** for three-year terms expiring on June 30, 2025.

To appoint **Penny Bergeson** to the **Registrar of Voters** for a three-year term expiring on June 30, 2025.

To appoint **Timothy Lydon, ex officio, Joseph J. Carrara, Jr, ex officio, John R. Stowe, Jr, ex officio, Shawn Patterson, ex officio, Christopher Farrell, Mandy Holway, Rich Libin, and Matt Smith** to the **Roadway Traffic Safety Committee** for one-year terms expiring on June 30, 2023.

To appoint **Carl Georgeson, Janice Marks, Robert E. Schofield, and Robert Wheeler** to the **Selectmen's Energy Advisory Committee** for one-year terms expiring on June 30, 2023.

To appoint **Andrew G. Campbell and Richard Libin** to the **Shore and Harbor Committee** for three-year terms expiring on June 30, 2025.

To appoint **Elizabeth Bohacs, Susan E, Cronin, Don Rhodes, and Judith Shorrock** to the **Special Works Opportunity Program** for one-year terms expiring on June 30, 2023.

To appoint **Dan Barrett, ex officio and Phillip Goddard, ex officio (alternate)** to the **Upper Cape Regional Transfer Station Board of Managers** for one-year terms expiring on June 30, 2023.

Judith Froman asked if as an ex-officio if they can or cannot vote. Town Administrator McCollem said that in many cases ex-officio members are voting members. It will be denoted if it is a non-voting appointment.

**Vote: 5-0-0.**

**6.b. Discussion and possible vote to appoint B. Scott to the Council on Aging.**

Barbara Scott introduced herself and said that she has been a resident of Sagamore Beach since 1999. She said she has been volunteering for the past six years and she enjoys helping people. She wants to take the opportunity to be on the Board.

**Voted:** Mary Jane Mastrangelo moved, and Jared MacDonald seconded to appoint Barbara J. Scott to the Council on Aging for a three-year term expiring on June 30, 2025.

**Vote: 5-0-0.**

**6.c. Discussion and possible vote to appoint J. Fraher to the Open Space Committee.**

Ms. McCollem said there are no issues with this request.

**Voted:** Mary Jane Mastrangelo moved, and Jared MacDonald seconded to appoint Joseph Fraher to the Open Space Committee for a three-year term expiring on June 30, 2025.

**Vote: 5-0-0.**

**7. Selectmen's Business**

- a. **Discussion and possible vote on Library Director Irja Finn's request to reprint coloring book of the Centennial Quilt.**
- b. **Discussion and possible vote on request of Barry Johnson to reduce Open Space Committee membership from 9 to 7 people.**

- c. **Discussion and possible vote on request of C. Cumiskey to hold a baby shower in the BB Park gazebo on 7/23/22.**
- d. **Discussion and possible vote on request of Wings Neck Trust to have a fire truck and police cruiser participate in their 4<sup>th</sup> of July parade on 7/2/22.**
- e. **Discussion and possible vote on request of Lauren DeGregorio to use Buzzards Bay Park for a community art and gathering event on 7/2/22.**
- f. **Discussion and possible vote to approve the donation of \$2000 to DNR's Shellfish Program.**
- g. **Grow Smart Cape Cod – affordable housing presentation.**
- h. **Discuss Board of Selectmen's retreat.**

**7.a. Discussion and possible vote on Library Director Irja Finn's request to reprint coloring book of the Centennial Quilt.**

Chair Meier said that the Library Board of Trustees supports this proposal.

**Voted:** Jared MacDonald moved, and Mary Jane Mastrangelo seconded to approve the Library Director's request to revise and reprint the Centennial Quilt coloring book.

Ms. Mastrangelo asked for a point of order to check the status of Karen Girouard's appointment. Ms. McCollem said that she is holding off on this appointment until the next meeting because she wants to double-check the dates.

**7.b. Discussion and possible vote on request of Barry Johnson to reduce Open Space Committee membership from 9 to 7 people.**

Barry Johnson explained that the Open Space Committee would like to reduce the membership to 7 members.

**Voted:** Mary Jane Mastrangelo moved, and Jared MacDonald seconded to reduce the number of members on the Open Space Committee from 9 to 7.

**Vote:** 5-0-0.

**7.c. Discussion and possible vote on request of C. Cumiskey to hold a baby shower in the BB Park gazebo on 7/23/22.**

Ms. McCollem said that everything for this request is in order, and she can recommend it.

**Voted:** Melissa Ferretti moved, and Jared MacDonald seconded to approve the application for a baby shower, Caitlin Cumiskey, organizer, at Buzzards Bay Park Gazebo on July 23, 2022, from 11:00 am to 3:00 pm.

**Vote:** 5-0-0.

**7.d Discussion and possible vote on request of Wings Neck Trust to have a fire truck and police cruiser participate in their 4<sup>th</sup> of July parade on 7/2/22.**

Cheryl Milliken said that this will be the 20<sup>th</sup> annual 4<sup>th</sup> of July parade for Wing's Neck, and they would like to have a fire truck and/or a police cruiser at the event.

**Voted:** Jared MacDonald moved, and Mary Jane Mastrangelo to approve the request of Wings Neck Trust, Cheryl Milliken, organizer, for the use of a fire truck and police cruiser during a neighborhood parade on July 2, 2022, from 10:45 – 11:30 am, as conditioned by the Fire Department comments dated June 15, 2022, and availability depends on the situation.

**Vote:** 5-0-0.

**7.e. Discussion and possible vote on request of Lauren DeGregorio to use Buzzards Bay Park for a community art and gathering event on 7/2/22.**

Ms. McCollem said that everything for this request is in order, and she can recommend it.

**Voted:** Jared MacDonald moved, and Melissa Ferretti to approve the application for a Community Art and Gathering Event, Lauren DeGregorio, organizer, at Buzzards Bay Park Gazebo on July 2, 2022, from 10:00 am to noon, as conditioned by the Building Inspector comments dated June 3, 2022, and DPW comments dated June 6, 2022.

**Vote:** 5-0-0.

**7.f. Discussion and possible vote to approve the donation of \$2000 to DNR's Shellfish Program.**

Ms. McCollem said that the letter that the Board received from Chris Southwood speaks for itself, and she has nothing to add.

**Voted:** Mary Jane Mastrangelo moved, and Jared MacDonald seconded to accept a gift in the amount of \$2,000 from Mr. and Mrs. Wagner to the Shellfish Donation Fund.

**Vote:** 5-0-0.

**7.g. Grow Smart Cape Cod – affordable housing presentation.**

Chair Meier took item 7.h. out of order because the presenters for item 7.g. did not respond when prompted.

**7.h. Discuss Board of Selectmen's retreat.**

Chair Meier asked the Board if it would be easier to do the retreat on a Monday or a Friday, and there was a discussion about the day that it was held last year. It was decided that Friday, August 12 would be the best day for all, and at 9 AM. The location will be determined based on availability at Mass Maritime. The content is to be determined. Ms. Mastrangelo asked if they should have a facilitator so they can talk about goals and the Board agreed that a facilitator would be good to have.

**7.g. Grow Smart Cape Cod – affordable housing presentation.**



Andrew Gottlieb and Alisa Magnotta showed a slide presentation. Ms. Magnotta said that the two agencies, Association to Preserve Cape Cod (APCC) and Housing Assistance Corporation (HAC) have joined together to bring natural resource protection and housing needs together. This joint venture is called Grow Smart Cape Cod. She said that the two agencies come together to decide on criteria that they both agree to and look at ways to protect our natural resources, and our water resources, and identify areas to reduce the housing shortage.

Ms. Magnotta said this process took about two years, and they are funded by the Barnstable County Economic Committee. They have ended up with a tool that is a map that looks at the priorities in every town on the Cape for housing and natural resources. She said purple is for housing and green is for environmental concerns. Mr. Gottlieb said that this project is intended to do things differently. He said that they are here tonight to give an overview, and they would like to come back to go over their program in more detail at another time. Chair Meier said that July 26<sup>th</sup> would be a good day for them to come back, and Mr. Gottlieb and Ms. Magnotta said they will check their calendars and get back to the Board.

## **8. Town Administrator**

Ms. McCollem said the only item she has is what Ms. Perry spoke about earlier about the 8<sup>th</sup> Annual One Cape Summit on August 1<sup>st</sup> and 2<sup>nd</sup> in Harwich by the Cape Cod Commission. She said that if anyone on the Board is interesting in attending to let her know and she will make sure everyone is registered.

## **9. Minutes of 4/19/22 and 5/10/22**

**Voted:** Jared MacDonald moved, and Mary Jane Mastrangelo seconded to approve the minutes of April 19, 2022.

**Vote:** 4-0-1. Melissa Ferretti abstained.

**Voted:** Jared MacDonald moved, and Mary Jane Mastrangelo seconded to approve the minutes of May 10, 2022.

**Vote:** 4-0-1. Melissa Ferretti abstained.

## **10. Correspondence**

Melissa Ferretti read aloud the correspondence:

- Letter from DEP
- Minutes from Upper Cape Tech from 5/12/22.
- Taylors Point Improvement Association Scholarships.
- S. Weston appoint request – Conservation Commission.
- J. Larkowski – Talend Bank Form for various committees.

These are all on the Town's website.

Chair Meier read aloud a card that he received from Mary Jo Coggeshall thanking the Board of selectmen for a citation that she recently received regarding her upcoming retirement.

**11. Committee Reports**

Ms. Mastrangelo said that at both the June 2<sup>nd</sup> Cape and Islands Water Protection Fund Management Board meeting and at the June 10<sup>th</sup> Cape and Islands Municipal Leaders Association meeting, they reviewed the proposed changes to the SRF ranking that would create a special category for Cape Cod and 208 plans that would help get those projects approved under the intended use plan more easily because of the recognized importance of moving forward with water quality issues on the Cape.

Ms. Mastrangelo said that they also talked about the proposed DEP changes to Title V that would be applicable to all areas covered by 208, which is basically Cape Cod. They identified the areas to have a TMDL, and in Bourne, there are two areas that have a TMDL. She talked about these changes for Bourne and Mass DEP. There was some discussion about the training involved with the Title V changes.

Ms. Mastrangelo said that she and Ms. Forman met for their first Policy Sub-Committee meeting, and it was a productive meeting.

Ms. Froman said that there will be a Community Engagement Committee meeting tomorrow night. She said there is an opening on the Committee.

**12. Next Meeting – July 5, 2022**

Chair Meier said that he would like 95 Old Plymouth Road and 1 Eldridge Ave. Extension in Buzzards Bay, to be on the agenda for the next meeting on July 5, 2022.

**13. Adjourn**

**Voted:** Jared MacDonald moved, and Mary Jane Mastrangelo seconded to adjourn.

**Vote:** 5-0-0.

This meeting of the Bourne Board of Selectmen was adjourned at 8:00 PM.

Respectfully Submitted,

Kim Johnson, Recording Secretary

**FY2023  
COMMITTEE APPOINTMENTS**

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**Barnstable County Dredge Subcommittee  
Created under County Ordinance 18-10**

**Barnstable County Dredge Subcommittee - The Dredge Subcommittee is a technical subcommittee of town staff or other qualified representatives nominated by the Selectmen or Town Council in Barnstable, and two members nominated by the BCCMC Board, all appointed by the County Commissioners, to advise the regional dredge program.**

**One Year Term**

**Member – Term Expires 6/30/22**  
Rich Libin

**Term**  
June 30, 2023

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**Barnstable County Human Rights Commission**

Rapoza moved out of town vote to remove and put Johnson in regular slot  
\*Last meeting Rapoza attended 10/7/2019\*

**Member – Term Expires 6/30/22**  
Vacancy – [advertised]

**Term**  
[S/R]

**Barnstable County Human Rights Commission - Alternate**

**Indefinite Term**

**Member**  
Jo Ann Johnson [possible move to regular position?]

**Term**  
[S/R]

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**Board of Appeals**

**Town of Bourne Zoning Bylaws 1300 Established At Annual Town Meeting 1949, Article 39 See Chapter 40a M.G.L. - Ch.41, G.L. 1987 Town Meeting, Art. 33, Voted To Increase Associate Membership from Two to Three Members**

**Five Year Term**

**Member – Term Expires 6/30/22**  
Chris Pine  
Vacancy – to repl Nemeth elected to Planning Board

**Term**  
June 30, 2027  
June 30, 2023 \*

**One Year Term**

**Associate Member – Term expires 6/30/22**  
Karl Spilhaus [does not want to be regular member support of Kalick]  
[2] Vacancies – [advertised]

**Term**  
June 30, 2023  
June 30, 2023

**Applicant:** [Nemeth replacement] Spilhaus does not want he recommends Kalick]

**FY2023  
COMMITTEE APPOINTMENTS**

Harold Kalick,

[H Kalick was previously on committee]

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**Bourne Cultural Council**

Established in accordance with MGL Chapter 10, Section 35C adopted at 1980 Annual Town Meeting, Art. 15 Increase in membership- Article 6, 1980 Special Town Meeting. 7 Members, two (3) yr. term, but not more than two consecutive terms. Increase in membership from 7 to 11 members, Article 21, 1988 Annual Town Meeting. Change of name from Bourne Arts Lottery Council to Bourne Cultural Council, Article 28, 1993 Annual Town Meeting Established in accordance with MGL. Chapter 10. Section 35C Adopted at 1980 Annual Town Meeting, Art. 15. Increase in membership – Article 6, 1980 Special Town Meeting. 7 Members, two (3) yr term, but not more than two consecutive terms. Increase in membership from 7 to 11 members, Article 21, 1988 Annual Town Meeting. Change of name from Bourne Arts Lottery Council to Bourne Cultural Council, Article 28, 1993 Annual Town Meeting.

**Three Year Term**

**Members – Term expires 6/30/22**

Vacancies [3] - [advertised]

**Term**

June 30, 2025

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**Bourne Housing Partnership Committee**

Established by Executive Order 87-01, July 16, 1987 and amended Order, September 1, 1987 and September 15, 1987, October 22, 1987 and September 11, 1990. October 28, 2008 MGL Chapter 10, Section 85C. The membership of the Committee shall consist of members as follows: The Agent of the Board of Health as a non-voting member, the Executive Director of the Bourne Housing Authority, **Planning Department member**; and five [5] at-large members who are residents of Bourne. The selectmen may designate additional members from time to time as the need may arise without further action by Executive Order. Any vacancies which may occur shall be filled by the Selectmen in the same manner as the original appointments.

**One Year Term**

**Member – Term expires 6/30/22**

James J. Donoghue

Robert Frangieh

Terri Guarino – BOH – nonvoting

Susan Ross – at large

Jennifer Copeland – Town Planner

Kara Garcia Acting Director – Housing Authority Director

[2] Vacancies – at large – [advertised]

**Term**

June 30, 2023

June 30, 2023

June 30, 2023

June 30, 2023

June 30, 2023

June 30, 2023

June 30, 2023



**FY2023  
COMMITTEE APPOINTMENTS**

**Bourne Human Services Committee**

**Charge 02.05.19**

There shall be a standing Committee of nine [now eleven] members established by the Board of Selectmen entitled The Bourne Human Services Committee. The Board of Selectmen shall initially appoint members for two, three and four year terms and thereafter appoint members on a rotating basis for three-year terms.

The Committee shall preferably consist of a Representative of the Bourne School Department, Bourne Police Department, Council on Aging, Bourne Housing Authority, a youth representative, and 6\*\* members at large.

\* Amended at 12.11.07 Selectmen's Meeting

\*\*Amended at 02.05.19 Selectmen's Meeting

**Three Year Term**

**Member – Term expires 6/30/22**

**Term**

Dr. Ryan Place – School Representative [emailed by J. Geist]

June 30, 2023\*

Vacancy – At Large Representative [advertised-unexpired term]

June 30, 2024\*

Vacancy – At Large Representative [advertised-unexpired term]

June 30, 2023\*

Vacancy – At Large Representative [to replace Welsh-Manley]

June 30, 2025

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**Bourne Landfill Business Model Working Group**

**Charge 01.19.10**

The Board of Selectmen shall appoint a Working Group to be known as the Landfill Business Model advisory Working Group, hereinafter referred to as the Working Group. Said Working Group shall be composed of four (4) individuals, appointed on an annual basis, if required. Membership of the Working Group shall consist of one member each from the Board of Selectmen, Board of Health and Finance Committee, or each respective Board of Committees designee. There shall be one member of the working group who is a resident of the Town of Bourne appointed at large by the Board of Selectmen. The Director of ISWM, ISWM staff, and other municipal staff shall provide reasonable information as required to the Working Group. The working group shall serve as an advisory group and shall have no budgetary, expenditure or contractual authority.

**One Year Term**

**Member – Term expires 6/30/22**

**Term**

Stanley Andrews – BOH Member [voted BOH 5.25.22]

June 30, 2023

Shawn T. Patterson – At Large Member

June 30, 2023

Robert E. Schofield- Resident

June 30, 2023

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**Buzzards Bay Action Committee**

In 1985 the Buzzards Bay Project (BBP) was established by Massachusetts Executive Office of Environmental Affairs (EOEA) and the United States Environmental Protection Agency. The projects purpose was to set up a

## FY2023 COMMITTEE APPOINTMENTS

management structure to coordinate project activities and help achieve long term goals, to identify and research the priority water quality problems in Buzzards Bay, and based on these findings to develop a management plan for the protection of the bay water quality and valuable resources. A Citizens Advisory Committee was established. This committee soon split into two groups: the Coalition for Buzzards Bay and the Buzzards Bay Advisory Committee. In 1990, the Buzzards Bay Project, with input from the BBAC, issued a Comprehensive Conservation and Management Plan for the benefit of the bay's water quality. In January 1991, the BBA adopts a compact unifying the groups efforts towards common goals and objectives. The BBAC then decided to change its name to the Buzzards Bay Action Committee. The organizations name would reflect the newly evolved role from the more advisory to an action oriented group taking definite steps to protect and enhance the Buzzards Bay resource from pollution.

The Buzzards Bay Action Committee is comprised of representatives from each of the following municipalities: Acushnet, Bourne, Dartmouth, Fairhaven, Falmouth, Marion, Mattapoisett, New Bedford, Rochester, Wareham and Westport

### One Year Term

**Member – Term expires 6/30/22**

Stephanie Fitch

**Term**

June 30, 2023

**Alternate Member – Term expires 6/30/22**

[1] Vacancy – at large – [advertised]

**Term**

June 30, 2023

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### Bylaw Committee

#### **Town Bylaws Section 1.9.1**

**Membership:** There shall be a Bylaw Committee consisting of seven (7) voters of the Town, one shall be from the Finance Committee, one shall be from the Planning Board, and five (5) members at large, all of whom shall be appointed by the Board of Selectmen. In addition the Police Chief or Chief's designee shall serve as an Ex-Officio member, for advice and counsel. The Police Chief or Chief's designee shall be a non-voting member.

#### **Section 1.9.2**

**Organization:** Members shall be appointed for 3-year terms. The terms shall be so arranged that the terms of all members of the committee do not expire in the same year. Members may be reappointed and they shall serve without compensation. Members may be re-appointed and they shall serve without compensation. Any vacancies shall be filled in the same manner as the original appointment for the remainder of the vacant term.

### Three Year Term

**Member – Term expires 6/30/22**

Franchesca Ferguson – At Large Member

M. Elizabeth Brown – Planning Board Member [per J Copeland email]

**Term**

June 30, 2025

June 30, 2025

---

### Cape and Vineyard Electric Cooperative

**FY2023  
COMMITTEE APPOINTMENTS**

**MGL Chapter 164 Section 136 and Chapter 156B – STM 10.20.08 Article 11**

**One Year Term**

**Member – Term expires 6/30/22**

Janice Marks

**Term**

June 30, 2023

---

**Cape Cod Joint Transportation Committee**

The Cape Cod Joint Transportation Committee (CCJTC) was formed by Barnstable County over thirty years ago, and the first meeting was held in 1973. The CCJTC discusses federal, state and local transportation planning matters at meetings held in Barnstable. The CCJTC votes on transportation program documents developed under state and federal requirements as a recommendation to the MPO.

**One Year Term**

**Member – Term expires 6/30/22**

Shawn T Patterson

**Term**

June 30, 2023

**Alternate Member – Term expires 6/30/22**

Timothy Lydon

**Term**

June 30, 2023

---

**Cape Light Compact Committee**

**Created 1997 Inter governmental agreement Cape Towns**

**One Year Term**

**Member – Term expires 6/30/22**

Robert E. Schofield

**Term**

June 30, 2023

**Alternate Member – Term expires 6/30/22**

Vacancy – [advertised]

**Term**

June 30, 2023

---

**Capital Outlay Committee**

**Town Bylaws Article 1.5 Capital Outlay Committee**

**Section 1.5.1**

**Membership.** There shall be a Capital Outlay Committee, consisting of five (5) voters of the town appointed as follows: The Selectmen shall appoint three (3) members at large and two (2) members shall be appointed by the members of the Finance Committee from its membership.

**Section 1.5.2**

**FY2023**  
**COMMITTEE APPOINTMENTS**

**Finance Director Ex-Officio.** The Finance Director shall be an ex-officio member and shall not be entitled to vote on making recommendations to be included in its reports.

**Section 1.5.3**

**Terms of Appointment and Officers.** Members shall be appointed for 3-year terms. The terms shall be so arranged that the terms of all members of the Committee do not expire in the same year. Members may be reappointed and they shall serve without compensation. The Committee shall elect a Chairman, Vice-Chairman and Clerk from among the members at its first meeting, on or after July 1st of each year.

**Three Year Term**

**Member – Term expires 6/30/22**  
Carol Lynch – At large

**Term**  
June 30, 2025

---

**Commission on Disabilities**

**MGL Chapter 40 Section 8J 1997 ATM Article 37**

**Article 37 1997 ATM:** To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 40, Section 8J and establish a Commission on Disability.

The Commission will serve to cause the full integration and participation of people with disabilities in such city or town. Such commission shall 1) research local problems of people with disabilities; 2) advise and assist municipal officials and employees in ensuring compliance with state and federal laws and regulations that affect people with disabilities; 3) coordinate or carry out programs designed to meet the problems of people with disabilities in coordination with programs of the Massachusetts office on disability; 4) review and make recommendations about policies, procedures, services, activities and facilities of departments, boards and agencies of said city or town as they affect people with disabilities; 5) provide information, referrals, guidance and technical assistance to individuals, public agencies, businesses and organizations in all matters pertaining to disability; 6) coordinate activities of other local groups organized for similar purposes.

Said commission shall keep records of its meetings and actions and shall file an annual report, which shall be printed, in the city or town annual report and shall have at least ten meetings annually.

The commission may receive gifts of property, both real and personal, in the name of the Town of Bourne, subject to the approval of the board of Selectmen, such gifts to be managed and controlled by the said Board of Selectmen.

The Commission shall consist of not less than five (5) nor more than nine (9) citizens of the Town appointed by the Selectmen. A student may be appointed as an ex-officio member. The terms of the first members of said commission shall be for one, two or three years, and so arranged that the term of one-third of the members expires each year, and their successor shall be appointed for terms of three years each. 9 members currently on committee



**FY2023  
COMMITTEE APPOINTMENTS**

**Three Year Term**

**Member – Term expires 6/30/22**

Victoria Carr  
Nathan Carr  
Lori Cooney  
Patricia Morley

**Term**

June 30, 2025  
June 30, 2025  
June 30, 2025  
June 30, 2025

---

**Community Engagements Committee**

**Town Bylaws Section 1.6.1**

Membership: There is hereby established in the Town of Bourne, a Community Engagements Committee, consisting of seven (7) members. The composition of the Committee, the appointment authority and the term of office for the committee members shall be as follows:

Three (3) residents at-large, and registered voters in the Town of Bourne, appointed by the Board of Selectmen. One member of the Bourne Cultural Council; One member of the Bourne Board of Selectmen; One member of the Bourne Finance Committee; The Town Administrator or his or her Appointee

Present members shall continue their respective terms in office as they were originally appointed. As said terms expire, appointments shall be made for up to three (3) year terms in a manner so that the terms of all members do not expire in the same year as provided in Section 2.4.3 of these Bylaws. Members may be reappointed, and they shall serve without compensation. Any vacancies shall be filled for the remainder of the vacant term.

If any of the appointing authorities above cease to exist, the Board of Selectmen shall appoint in place of such appointing authorities, individuals qualified to serve on said Committee, as appointees at-large. Each appointing authority shall have (90) ninety days to make its appointments, after both passage of this bylaw, and approval by the Attorney General of the Commonwealth.

**Three Year Term**

**Member – Term expires 6/30/22**

Vacancy – At Large Member [advertised]

**Term**

June 30, 2025

---

**Community Service Officer**

**One Year**

**Member – Term expires 6/30/22**

Kylar Giovanni Macoratti

**Term**

June 30, 2023

---

**Conservation Commission**

**MGL Chapter 40 Section 8c Article 46 of the 1961 ATM approved by the Town under Not less than three nor more than 7 members. Ch. 339 Acts of 2004 - appointment of three associate members.**

**FY2023  
COMMITTEE APPOINTMENTS**

**Three Year Term**

**Member – Term expires 6/30/22**

Susan J. Weston [move back to regular member per 5/11/22 letter]  
Paul S. Szwed

**Term**

June 30, 2025  
June 30, 2025

**One Year Term**

**Associate Member – Term expires 6/30/22**

[3] Vacancies [advertised]

**Term**

June 30, 2023

---

**Constable**

**Town Charter - Section 3-5: Appointing Powers**

**The Board of Selectmen shall appoint the Town Administrator, Town Counsel, Registrars of Voters, Constables, and members of all multi-member bodies for whom no other appointment provision is made in this charter of by-law.**

**One Year Term**

**Member – Term expires 6/30/22**

Charles T. Devlin  
Russell H. McAllister  
Paul Shastany

**Term**

June 30, 2023  
June 30, 2023  
June 30, 2023

---

**Council on Aging**

**Town Bylaws 2.5**

**The Council shall consist of from seven to eleven members and two alternates, appointed by the Board of Selectmen for a term of three (3) years, unless the appointment is to fill the unexpired term of a retiring member. At least five members shall be over the age of sixty (60) at the time of their appointment.**

**Three Year Term**

**Member – Term expires 6/30/22**

Beverly Armando  
Jean F. Hills  
Vacancy – [advertised]  
Vacancy – [advertised] [fill unexpired term]

**Term**

June 30, 2025  
June 30, 2025  
June 30, 2025  
June 30, 2023\*

**Three Year Term**

**Alternate Member – Term expires 6/30/22**

Vacancy – [advertised]

**Term**

June 30, 2025

**FY2023  
COMMITTEE APPOINTMENTS**

**Education/Scholarship Committee**

**Chapter 194 Acts of 1986 accepted 1988 ATM Article 87. Committee to consist of superintendent of schools or his designee and no fewer than four residents of the town appointed to a three year term by the Board of Selectmen.**

**Three Year Term**

**Member – Term expires 6/30/22**

[2] Vacancies – [advertised]

[1] Vacancy – [advertised] [fill unexpired term]

**Term**

June 30, 2025

June 30, 2023\*

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**Ethics Liaison**

**One Year Term**

**Member – Term expires 6/30/22**

Marlene V. McCollem

**Term**

June 30, 2023

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**Historic Commission**

**Established at 1972 Annual Town Meeting, Article 75 NOT LESS THAT 3 NOR MORE THAN 7 MEMBERS 3 YEAR TERMS**

**Three Year Term**

**Member – Term expires 6/30/22**

Carl Georgeson

Neil F. Langille

Judith A. Riordan

**Term**

June 30, 2025

June 30, 2025

June 30, 2025

**One Year Term**

**Associate Member - Term Expires 6/30/22**

Judith House

Rich Kantor

Karl Spilhaus

Toni Dering

**Term**

June 30, 2023

June 30, 2023

June 30, 2023

June 30, 2023

---

**Local Emergency Planning Committee**

**In 1987 the Massachusetts State Emergency Response Commission in compliance with the new legislation designated each MEMA sub-area as planning districts and appointed a Local Emergency Planning Committee for each city and town within them. The legislation required that the committees have representation from a specified number of interest groups.**

**FY2023  
COMMITTEE APPOINTMENTS**

**One Year Term**

**Member – Term expires 6/30/22**

**Term**

|   |                      |
|---|----------------------|
| Charles Noyes – Director                          | June 30, 2022        |
| David S. Cody – Fire Chief                        | June 30, 2023        |
| Stephanie Fitch – Environmental [Haines]          | June 30, 2023        |
| Philip Goddard - ISWM                             | June 30, 2023        |
| Joseph Gordon – Barnstable County Sheriff’s Dept. | June 30, 2023        |
| Terri Guarino – Board of Health                   | June 30, 2023        |
| Jordan Geist – Schools [emailed J. Geist]         | June 30, 2023        |
| Timothy Lydon - Engineering Technician            | June 30, 2023        |
| Debora Oliviere – Council on Aging                | June 30, 2023        |
| Shawn T. Patterson – DPW Director                 | June 30, 2023        |
| David Pelonzi – Fire Department                   | June 30, 2023        |
| John Pribilla – Owners & Operators                | June 30, 2023        |
| Ann Marie Riley – Bourne Friends of COA           | June 30, 2023        |
| Paul Shastany – Police Chief                      | June 30, 2023        |
| Chris Southwood – DNR                             | June 30, 2023        |
| John Stowe – Police Department                    | June 30, 2023        |
| <b>Vacancy – MMA</b>                              | <b>June 30, 2023</b> |

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**MBTA Advisory Committee**

**The MBTA Advisory Board plays a key role in the allocation of federal funds for MBTA capital related projects. The Board is composed of the chief elected official of each of the 176 cities and towns or their designee.**

**Pursuant to MGL Chapter 161A, Section 20, the MBTA Advisory Board has the authority to review and comment on the MBTA’s annual budget, that budget, which is approximately \$2.248 billion (FY2019), touches every aspect of the MBTA’s operations, capital plan, and long-term plan. As such, any activity of the MTBA that has budgetary implications is within the purview of The MBTA Advisory Board.**

**The MBTA Advisory Board makes up 14 of 22 votes on the Boston Region Metropolitan Planning Organization (MPO) for the allocation of Regional Target Funds. The MPO is required by federal statute to prioritize federal transportation dollars for State and local government capital projects within the Boston region. This includes federal funds that may be designated for the MBTA capital program. Therefore, The MBTA Advisory Board has a deciding role in this aspect of the MBTA’s financing plan for capital projects.**

Peter J. Meier  
Jennifer Copeland - Alternate

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**Open Space Committee**

**Executive Order 99-01 in accordance with M.G.L. Chapter 293 of the Acts of 1998. Following appointed as non-voting members Conservation Technician, Engineering Technician, and Town Planner. Membership shall also consist of thirteen (13) members of general public (3) year staggered terms.**



**FY2023  
COMMITTEE APPOINTMENTS**

**Three Year Term**

**Member – Term expires 6/30/22**

[2] Vacancies – [advertised]

Vacancy – [advertised]

**Term**

June 30, 2025

June 30, 2024 \*

**Staff Members - One Year Term**

**Member – Term expires 6/30/22**

Stephanie Fitch - Conservation

Timothy Lydon - Engineering

Jennifer Copeland – Town Planner

**Term**

June 30, 2023

June 30, 2023

June 30, 2023

---

**Other Post-Employee Benefits Trust**

**Member – Term expires 6/30/22**

Karen Girouard - Retiree

**Term**

April 5, 2022

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**Parking Clerk/Hearing Clerk**

Marlene V. McCollem

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**Recreation Committee**

**Article 14, 1948 ATM Three Year Terms - Staggered Terms**

**Three Year Term**

**Member – Term expires 6/30/22**

Roger J. Maiolini

George Sala

Karen Wilson

**Term**

June 30, 2025

June 30, 2025

June 30, 2025

---

**Recycling Committee**

**Town Bylaws 3.10.1**

**Three Year Term**

**Member – Term expires 6/30/22**

Rosanne Bottaro

Jean Hills

Vacancy – [advertised] [fill unexpired]

**Term**

June 30, 2025

June 30, 2025

June 30, 2024\*

# FY2023 COMMITTEE APPOINTMENTS

## Registrar of Voters

### Section 3-5: Appointing Powers

The Board of Selectmen shall appoint the Town Administrator, Town Counsel, Registrars of Voters, Constables, and members of all multi-member bodies for whom no other appointment provision is made in this charter of By-law.

### Three Year Term

#### Member – Term expires 6/30/22

Penny Bergeson\*

\*Recommendation from Barry H. Johnson, Town Clerk 6/9/22 emailed BJ for letter

#### Term

June 30, 2025

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## Roadway Traffic Safety Committee

The Roadway Traffic Safety Committee is a group formed by the Board of Selectmen. This committee is a review and clearing house for all issues relating to the roadways and traffic or other related safety issues in the Town of Bourne. To have a concern reviewed by the committee please send an email including your contact information to the committee at [RTScommittee@townofbourne.com](mailto:RTScommittee@townofbourne.com) ). The committee will review all concerns within the purview of this committee, and in some cases may require a traffic/safety study or analysis of the situation by additional internal or external stakeholders. After review, the committee will make a recommendation to the Town Administrator's office or the Board of Selectmen as required.

The committee is made up of a member of the Police Department, Fire Department, Department of Public Works, Planning Board or Town Planner, Town Engineer, Select Board Member [ex-officio-non-voting] and 4 resident at-large members. Appointments will be on an annual basis.

### One Year Term

#### Member – Term expires 6/30/22

Timothy Lydon – Engineer

Joseph J. Carrara, Jr. – Fire [5/12/22 per Chief Cody]

John R. Stowe, Jr. – Police

Shawn Patterson – Public Works

Christopher Farrell - Town Planner or Planning Board

Mandy Holway - At Large Member

Rich Libin - At Large Member

Matt Smith - At Large Member

Vacancy - At Large Member

#### Term

June 30, 2023

June 30, 2023

June 30, 2023

June 30, 2023

June 30, 2023

June 30, 2023

June 30, 2023

June 30, 2023

June 30, 2023

**FY2023  
COMMITTEE APPOINTMENTS**

**Selectmen's Energy Advisory Committee**

**Charge Selectmen's Meeting 12.18.07**

**The Selectmen's Alternative Energy Advisory Committee shall be composed of 7 to 9 citizens, appointed for a one year term, who possess knowledge, experience or interest in alternative forms of energy, such as solar, wind or tidal, etc.**

**December 18, 2007 Selectmen's Meeting voted to expand Committee to 11 members. December 2, 2015 Selectmen's Meeting voted to reduce Committee to 7 members. 06/21/16 Voted to reduce membership from 7 to 5**

**One Year Term**

**Member – Term expires 6/30/22**

Carl Georgeson  
Janice Marks  
Robert E. Schofield  
Robert Wheeler  
Vacancy – [advertised]

**Term**

June 30, 2023  
June 30, 2023  
June 30, 2023  
June 30, 2023  
June 30, 2023

**Shore and Harbor**

**Established by 1959 STM Article 4 Article 47 - 1985 ATM increased membership from five to seven members.**

**Changed by Town Charter to appointed by Board of Selectmen.**

**Three Year Term**

**Member – Term expires 6/30/22**

Andrew G. Campbell  
Richard Libin

**Term**

June 30, 2025  
June 30, 2025

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**Special Works Opportunity Program**

**Established by 1973 ATM Article 78. Seven Members to be appointed by the Board of Selectmen annually.**

**One Year Term**

**Member – Term expires 6/30/22**

Elizabeth Bohacs  
Susan E. Cronin  
Don Rhodes  
Judith Shorrock  
Vacancies [3] – [advertised]

**Term**

June 30, 2023  
June 30, 2023  
June 30, 2023  
June 30, 2023  
June 30, 2022

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**Upper Cape Regional Transfer Station Board of Managers**

**FY2023  
COMMITTEE APPOINTMENTS**

**Town of Bourne bought into the Transfer Station in 1997 and is jointly owned by the towns of Falmouth, Sandwich, Mashpee, Bourne and Otis.**

**One Year Term**

**Member – Term expires 6/30/22**

Dan Barrett  
Philip Goddard – Alt. Member

**Term**

June 30, 2023  
June 30, 2023

---

**Veterans' Graves Officer**

**One Year Term**

**Member – Term expires 6/30/22**

Vacancy – [advertised]

**Term**

June 30, 2023

**APPOINTMENTS BY BOARD OF SEWER COMMISSIONERS**

**Wastewater Advisory Committee**

**\*Need Finance/Capital Outlay Comm member recommendation [7.11.22 meeting]**  
**\*Need Conservation Commission recommendation**

**Committee Membership**

Members must be residents of the Town of Bourne and be duly sworn by the Town Clerk and adhere to regulations of the Open Meeting Laws of the Attorney General's Office.

**Members:**

1. BOSC Representative
2. Finance Committee/Capital Outlay Committee Representative [7.11.22 mtg]
3. Planning Board Representative
4. Conservation Commission Representative [emailed Fitch]
5. Board of Health Representative
6. Two At Large Member(s) of North of the Canal
7. Two At Large Member(s) of South of the Canal

***Ex-officio (non-voting) members:***

Health Agent  
Engineering Department representative  
Conservation Agent  
Town Administrator or designee  
DPW and/or Sewer Department representative  
Planning Department representative  
Water District Superintendents or designees (total of 3 representing each district)  
Mass Maritime representative

**FY2023  
COMMITTEE APPOINTMENTS**

**One Year Term**

**Member – Term expires 6/30/22**

**Term**

|   |               |
|---|---------------|
| Christopher Farrell - Planning Board Representative   | June 30, 2023 |
| Stanley Andrews – Board of Health                     | June 30, 2023 |
| Chris Hyldburg – At Large North of Canal              | June 30, 2023 |
| Neil F. Langille – At Large North of Canal            | June 30, 2023 |
| Kathy Fox Alfano – At Large South of Canal            | June 30, 2023 |
| Keith Barber - At Large South of Canal                | June 30, 2023 |
| <i>Ex-officio (non-voting)</i>                        |               |
| Timothy Lydon – Engineering Dept.                     | June 30, 2023 |
| Terri Guarino – Health Agent                          | June 30, 2023 |
| Stephanie Fitch - Conservation Agent                  | June 30, 2023 |
| Marlene V. McCollern - TA or designee                 | June 30, 2023 |
| Tommy Parrott - DPW and/or Sewer Rep                  | June 30, 2023 |
| Jennifer Copeland - Planning Dept Rep                 | June 30, 2023 |
| Steven Souza - Water District - Buzzards Bay          | June 30, 2023 |
| Robert E. Prophet - Water District – Bourne           | June 30, 2023 |
| Matt Sawicki - Water District – North Sagamore        | June 30, 2023 |
| Allen G. Metcalfe, Jr. - Mass Maritime Representative | June 30, 2023 |

**\*filling unexpired term**

## **Committee Renewal Notes:**

- Finance Committee Representatives not included ....Finance Committee has not voted on their members to serve on various committees. They will do at 7.11.22 meeting.
- Board of Appeals Vacancy [Nemeth] Karl Spilhaus currently the only associate member does not want to be moved up to a regular member. He is recommending Harold Kalick be appointed who is a past member now able to resume membership to the board.
- Conservation Commission Susan Weston dropped down to an associate member during COVID and has requested to be moved back to regular member.

**TOWN OF BOURNE**  
**COMMITTEE VACANCIES – 06.16.22**

*If interested please sent a letter of interest and completed talent bank form to the Town  
Administrator's Office, 24 Perry Avenue, Buzzards Bay, MA 02532 or email:  
mmccollem@townofbourne.com*

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**Board of Selectmen Committee**

- [1] Vacancy - Barnstable County Human Rights Commission
- [1] Vacancy - Board of Appeals – Member – [2023]\*
- [2] Vacancies - Board of Appeals – Associate Member – [2023]
- [3] Vacancies - Bourne Cultural Council - Three Year Term - [3-2025]
- [2] Vacancies - Bourne Housing Partnership Committee - At Large Member - [2023]
- [2] Vacancies - Bourne Human Services Committee – At Large Member – [1-2023] [1-2024] \*
- [1] Vacancy – Buzzards Bay Action Committee – Alternate – [2023]
- [1] Vacancy – Cape Light Compact Committee – Alternate – [2023]
- [1] Vacancy – Community Engagement Committee – At Large Member – [2025]
- [3] Vacancies – Conservation Commission – Associate Member – [2023]
- [2] Vacancies – Council on Aging - [1-2025] [1-2023] \*
- [1] Vacancy – Council on Aging – Alternate Member [2025]
- [3] Vacancies - Education/Scholarship Committee [2-2023] \* [1-2025]
- [2] Vacancies -Open Space Committee - At Large Member [1-2025] [1-2024]\*
- [1] Vacancy - Recycling Committee – [2024] \*
- [1] Vacancy - Roadway Traffic Safety Committee – At Large Member [2023]
- [1] Vacancy – Selectmen’s Energy Advisory Committee – [2023]
- [3] Vacancies - Special Works Opportunity Program - [2023]
- [1] Vacancy - Veterans Graves Officer – [2023]

\*fill unexpired term



# TALENT BANK FORM

## ACT NOW- SERVE YOUR COMMUNITY

Town government needs citizens who are willing to give time in the service of their community. The Talent Bank was adopted by the Selectmen, Moderator and Town Administrator as a means of compiling names of interested citizens to serve on a voluntary basis, on boards and committees and working groups. This file is available for use by the public as well as the Moderator, Selectmen and Town Administrator. Talent bank forms are being updated to include categories consistent with the changing needs of the Town. Indicate your preference and return the form to:

### TOWN GOVERNMENT TALENT BANK

c/o Town  
Administrator,  
24 Perry Avenue  
Buzzards Bay, MA  
02532

NAME: Barbara J. Scott

DATE: 5/26/22

ADDRESS: [REDACTED]

OCCUPATION: Ret. TELEPHONE #: [REDACTED]

BACKGROUND: Automotive Controller

| Check | AREAS OF INTEREST (LIST ORDER OF PREFERENCE)  |
|-------|---|
|       | AFFORDABLE HOUSING TRUST - provides the Town with many tools to create and preserve affordable housing, including the ability to option, lease, purchase, renovate, and lease out or sell real estate.  |
|       | ZONING BOARD OF APPEALS - The Board of Appeals shall have and exercise all the powers granted to it by Chapters 40A, 40B, and 41 of the General Laws, and by this Bylaw, those powers being to hear and decide applications for Special Permits upon which the Board is empowered to act under this Bylaw; to hear and decide petitions for variances, excluding variances for use; to hear and decide other appeals from any aggrieved person, officer, or board, or the Cape Cod Planning and Economic Development Commission, to issue comprehensive permits as provided by Sections 20-23, Ch.40B, G.L., and in special cases to issue withheld building permits, as provided by Section 81Y, Ch.41, G.L. |
|       | BOARD OF ASSESSORS  |
|       | BARNSTABLE COUNTY COASTAL RESOURCES - is the County's coastal advisory committee, serves as a liaison between towns and the County on coastal issues and is the local governance committee for the Cape Cod region of the Massachusetts Bays Program.   |
|       | BARNSTABLE COUNTY HOME CONSORTIUM - is comprised of 15 communities on Cape Cod. Jurisdiction to receive and disburse HOME funds.  |
|       | BARNSTABLE COUNTY HUMAN RIGHTS COMMISSION - To promote and protect the basic human rights of all persons in Barnstable County   |
|       | BUZZARDS BAY ACTION - The mission of the Buzzards Bay Action Committee is to improve collaboration among watershed municipalities.  |
|       | BY-LAW COMMITTEE - Reviews and also recommends updates or changes to the Town By-laws   |
|       | CABLE ADVISORY COMMITTEE- performs research/makes recommendations for cable license renewal   |
|       | CAPE & VINEYARD ELECTRIC COOPERATIVE - was organized on September 12, 2007. Provides for the establishment of energy cooperatives.  |
|       | CAPE COD COMMISSION - is an agency within Barnstable County regional government, but with its own separate and unique funding source, the Cape Cod Environmental Protection Fund.   |

|   |   |
|---|---|
|   | CAPE COD WATER PROTECTION COLLABORATIVE - to help Cape Cod and Islands towns pay for necessary wastewater infrastructure and water quality remediation projects.  |
|   | CAPE LIGHT COMPACT - mission is to serve our 205,000 customers through the delivery of proven energy efficiency programs, effective consumer advocacy, and renewable competitive electricity supply.  |
|   | CAPITAL OUTLAY COMMITTEE – Reviews requests and makes recommendations to the Town Administrator on large equipment or building projects   |
|   | CHARTER COMPLIANCE COMMITTEE – Hears and adjudicates complaints filed alleging Charter Violations   |
|   | CHARTER REVIEW COMMITTEE –Reviews Charter every five years  |
|   | COMMISSION ON DISABILITIES - cause the integration and participation of people with disabilities; assists municipal officials in ensuring compliance with the ADA and other state/federal laws  |
|   | COMMUNITY ACTION COMMITTEE OF CAPE COD & ISLANDS, INC. - is a private, non-profit organization that provides a variety of services to low-income individuals and families to help them improve the quality of their lives and achieve self-sufficiency.   |
|   | COMMUNITY ENGAGEMENTS - mission is to sponsor and encourage community events, projects, activities, services, programs, and public improvements which are of mutual interest to the visitors and residents of the Town of Bourne, and, which strengthen the Town by fostering community involvement and spirit. The Committee shall create an application for funding and invite organizations or individuals to submit on events or activities that will benefit the Town of Bourne and its citizens. In no event may a Member present a project before the Committee. The committee shall provide quarterly reporting to the Board of Selectmen and Town Administrator.   |
|   | COMMUNITY PRESERVATION COMMITTEE will give preference to proposals Are eligible for Community Preservation Act (CPA) funding according to the requirements described in the CPA legislation; specifically, The acquisition, creation, and preservation of open space. The acquisition, preservation, rehabilitation, and restoration of historic resources. The acquisition, creation, and preservation of land for recreational use. The creation, preservation, and support of community housing (including items such as annual payments to the housing authority to preserve or expand the affordable housing supply). The rehabilitation and restoration of open space, land for recreational use, and community housing that is acquired or created using monies from the fund. |
|   | CONSERVATION COMMISSION- administers the Wetlands Protection Act, Local Wetlands bylaws   |
| ✓ | COUNCIL ON AGING- coordinates programs designed for the needs of aging in coordination with the MA Executive Office of Elder Affairs  |
|   | CULTURAL COUNCIL - reviews applications for local arts and cultural events and awards grant funds received from the MA Cultural Council.  |
|   | DESIGN REVIEW BOARD (DRB)- reviews alterations, including demolitions of properties located within the demarked areas, adopts design guidelines, rules/regulations  |
|   | EDUCATION/SCHOLARSHIP   |
|   | FINANCE COMMITTEE- reports to town meeting on the proposed budget of town manager and any warrant articles having a fiscal impact on the Town.  |
|   | HISTORICAL COMMISSION - caretakers of the Town history.   |
|   | HOUSING PARTNERSHIP - addresses local housing needs through a collaborative effort between local govt., community organizations, banks and the private sector.  |
|   | HUMAN SERVICES - The Committee is charged with recommending policies and potential programs to the Town Administrator related to the delivery of human services to the citizens of Bourne.  |
|   | LANDFILL BUSINESS PROJECT MODEL WORKING GROUP-Make recommendations on long term viability of the Integrated Solid Waste Management Department to the Town Administrator and Selectmen   |

|  |  |
|--|--|
|  | LOCAL EMERGENCY PLANNING COMMITTEE - mission is to provide residents with an emergency response program for hazardous materials incidents, extreme weather, and other high impact events.  |
|  | OPEN SPACE COMMITTEE - was formed in 1999 for the purpose of recommending acquisitions of interest in real property to be owned or managed by the Conservation Commission or other designated nonprofit organization or in the case of interests to acquire sites for future wellhead development for a Water Resource District. |
|  | TASK FORCE ON LOCAL POLLUTION/PHASE II STORMWATER MANAGEMENT COMMUNITY OVERSIGHT PROGRAM - membership shall consist of seven (7) members of the general public, at least two of whom, if possible, shall have a professional background in science, law or engineering.  |
|  | PRIVATE ROADS ACCEPTANCE - On an annual basis we will have to establish a prioritization process to see what roads will be brought before the town for consideration.  |
|  | RECREATION COMMITTEE – Works with the Director of Recreation on long term planning for the recreational needs of the Town  |
|  | RECYCLING - Provide advice and assistance to the Board of Selectmen, the ISWM General Manager and Town residents concerning recycling requirements and procedures. Assist the Board of Selectmen with public education concerning recycling, composting and source reduction.  |
|  | REGISTRAR OF VOTERS - The Board of Registrars responsibilities include registering voters, making local listings of residents, certifying nomination papers and petitions, processing absent voter applications and administering election recounts.   |
|  | SELECTMEN'S ENERGY ADVISORY COMMITTEE - assist the Board of Selectmen on the investigation, research and consideration of siting and utilizing alternative forms of energy for municipal purposes.   |
|  | SOUTH SIDE FIRE STATION FEASIBILITY AND DESIGN BUILDING COMMITTEE - To serve as advisors to the Town Administrator and Bourne Board of Selectmen as it prepares the design, siting and feasibility of a new replacement fire/ems station on the south side of the Cape Cod Canal.  |
|  | SHORE AND HARBOR COMMITTEE – Works on plans, future development and recommends regulatory change and enforcement   |
|  | SPECIAL WORKS OPPORTUNITY PROGRAM - SWOP's mission statement is to provide social opportunities to adults with intellectual disabilities residing in the Town of Bourne. We do this through social settings that foster independence and cultivate respect and support through community involvement.                            |
|  | STREET AND TRAFFIC – Look into the current street lighting.  |
|  | TOWN ADMINISTRATORS ADVISORY COMMITTEE ON PEDESTRIAN BICYCLE PATHWAY - to assist in the creation of a pedestrian and bicycle pathway within the geographic boundaries of the Town of Bourne, connecting with the Shining Sea pathway in Falmouth   |
|  | TRANSPORTATION ADVISORY COMMITTEE - shall have the following responsibilities on transportation-related projects proposed by the town and others and shall include, but not limited to, highways and other roadways, rail services, bus services, shuttle services and transportation facilities.                                |
|  | WASTEWATER FACILITY DESIGN AND BUILDING - To serve as advisors to the Town Administrator and Bourne Board of Sewer Commissioners as it prepares the final design, siting and construction of a 100,000 gpd facility within Buzzards Bay.   |
|  | UPPER CAPE REGIONAL TRANSFER STATION - is the body that oversees all operations for the municipally-owned regional solid waste transfer station located on Joint Base Cape Cod (JBCC) in Sandwich.   |
|  | VETERANS GRAVES OFFICER  |
|  | OTHER (please list)  |

Corres

# TALENT BANK FORM

## ACT NOW- SERVE YOUR COMMUNITY

Town government needs citizens who are willing to give time in the service of their community. The Talent Bank was adopted by the Selectmen, Moderator and Town Administrator as a means of compiling names of interested citizens to serve on a voluntary basis, on boards and committees and working groups. This file is available for use by the public as well as the Moderator, Selectmen and Town Administrator. Talent bank forms are being updated to include categories consistent with the changing needs of the Town. Indicate your preference and return the form to:

### TOWN GOVERNMENT TALENT BANK

c/o Town Administrator,

24 Perry Avenue

Buzzards Bay, MA 02532

NAME: Joseph FRAHER

DATE: 6/1/22

ADDRESS: [REDACTED]

PRECINCT: [REDACTED]

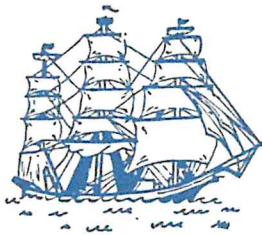
OCCUPATION: Retired

BACKGROUND: 33 yrs offloading OIL TANKERS in Boston  
3 yrs CAPTAIN / MATE

| Check | AREAS OF INTEREST (LIST ORDER OF PREFERENCE)  |
|-------|---|
|       | AFFORDABLE HOUSING TRUST - provides the Town with many tools to create and preserve affordable housing, including the ability to option, lease, purchase, renovate, and lease out or sell real estate.  |
|       | ZONING BOARD OF APPEALS - The Board of Appeals shall have and exercise all the powers granted to it by Chapters 40A, 40B, and 41 of the General Laws, and by this Bylaw, those powers being to hear and decide applications for Special Permits upon which the Board is empowered to act under this Bylaw; to hear and decide petitions for variances, excluding variances for use; to hear and decide other appeals from any aggrieved person, officer, or board, or the Cape Cod Planning and Economic Development Commission, to issue comprehensive permits as provided by Sections 20-23, Ch.40B, G.L., and in special cases to issue withheld building permits, as provided by Section 81Y, Ch.41, G.L. |
|       | BOARD OF ASSESSORS  |
|       | BARNSTABLE COUNTY COASTAL RESOURCES - is the County's coastal advisory committee, serves as a liaison between towns and the County on coastal issues and is the local governance committee for the Cape Cod region of the Massachusetts Bays Program.   |
|       | BARNSTABLE COUNTY HOME CONSORTIUM - is comprised of 15 communities on Cape Cod. Jurisdiction to receive and disburse HOME funds.  |
|       | BARNSTABLE COUNTY HUMAN RIGHTS COMMISSION - To promote and protect the basic human rights of all persons in Barnstable County   |
|       | BUZZARDS BAY ACTION - The mission of the Buzzards Bay Action Committee is to improve collaboration among watershed municipalities.  |
|       | BY-LAW COMMITTEE - Reviews and also recommends updates or changes to the Town By-laws   |
|       | CABLE ADVISORY COMMITTEE- performs research/makes recommendations for cable license renewal   |
|       | CAPE & VINEYARD ELECTRIC COOPERATIVE - was organized on September 12, 2007. Provides for the establishment of energy cooperatives.  |
|       | CAPE COD COMMISSION - is an agency within Barnstable County regional government, but with its own separate and unique funding source, the Cape Cod Environmental Protection Fund.   |
|       | CAPE COD WATER PROTECTION COLLABORATIVE - to help Cape Cod and Islands towns pay for necessary wastewater infrastructure and water quality remediation projects.  |



|   |  |
|---|--|
| ✓ | OPEN SPACE COMMITTEE - was formed in 1999 for the purpose of recommending acquisitions of interest in real property to be owned or managed by the Conservation Commission or other designated nonprofit organization or in the case of interests to acquire sites for future wellhead development for a Water Resource District. |
|   | TASK FORCE ON LOCAL POLLUTION/PHASE II STORMWATER MANAGEMENT COMMUNITY OVERSIGHT PROGRAM - membership shall consist of seven (7) members of the general public, at least two of whom, if possible, shall have a professional background in science, law or engineering.  |
|   | PRIVATE ROADS ACCEPTANCE - On an annual basis we will have to establish a prioritization process to see what roads will be brought before the town for consideration.  |
|   | RECREATION COMMITTEE – Works with the Director of Recreation on long term planning for the recreational needs of the Town  |
|   | RECYCLING - Provide advice and assistance to the Board of Selectmen, the ISWM General Manager and Town residents concerning recycling requirements and procedures. Assist the Board of Selectmen with public education concerning recycling, composting and source reduction.  |
|   | REGISTRAR OF VOTERS - The Board of Registrars responsibilities include registering voters, making local listings of residents, certifying nomination papers and petitions, processing absent voter applications and administering election recounts.   |
|   | SELECTMEN'S ENERGY ADVISORY COMMITTEE - assist the Board of Selectmen on the investigation, research and consideration of siting and utilizing alternative forms of energy for municipal purposes.   |
|   | SOUTH SIDE FIRE STATION BUILDING COMMITTEE - To make recommendations regarding the feasibility, design, siting and construction of new, replacement Fire/EMS station on south side of Cape Cod Canal.  |
|   | SHORE AND HARBOR COMMITTEE – Works on plans, future development and recommends regulatory change and enforcement   |
|   | SPECIAL WORKS OPPORTUNITY PROGRAM - SWOP's mission statement is to provide social opportunities to adults with intellectual disabilities residing in the Town of Bourne. We do this through social settings that foster independence and cultivate respect and support through community involvement.                            |
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|   | TOWN ADMINISTRATORS ADVISORY COMMITTEE ON PEDESTRIAN BICYCLE PATHWAY - to assist in the creation of a pedestrian and bicycle pathway within the geographic boundaries of the Town of Bourne, connecting with the Shining Sea pathway in Falmouth   |
|   | TRANSPORTATION ADVISORY COMMITTEE - shall have the following responsibilities on transportation-related projects proposed by the town and others and shall include, but not limited to, highways and other roadways, rail services, bus services, shuttle services and transportation facilities.                                |
|   | WASTEWATER ADVISORY COMMITTEE - To serve as advisors to the Town Administrator and Bourne Board of Sewer Commissioners in the areas of public policy and long-range planning as it relates to the implementation of the Comprehensive Wastewater Management Plan.  |
|   | WASTEWATER FACILITY DESIGN AND BUILDING - To serve as advisors to the Town Administrator and Bourne Board of Sewer Commissioners as it prepares the final design, siting and construction of a 100,000 gpd facility within Buzzards Bay.   |
|   | UPPER CAPE REGIONAL TRANSFER STATION - is the body that oversees all operations for the municipally-owned regional solid waste transfer station located on Joint Base Cape Cod (JBCC) in Sandwich.   |
|   | VETERANS GRAVES OFFICER  |
|   | OTHER (please list)  |



**Friends of the Jonathan Bourne Public Library**

BOURNE BD OF SELECTMEN  
RCVD 2022 JUN 15 AM 9:27

June 13, 2022

Town of Bourne Selectmen  
Chairman Peter Meier  
Town Hall  
25 Perry Street  
Buzzards Bay, MA 02532

**RE: Approval to Reprint Coloring Book of the Bourne Centennial Quilt**

Dear Peter,

Our Library is graced with an amazing quilt that hangs in the community room. The quilt has 30 squares that commemorate historic events in the history of the Town. When the quilt was made in 1983, a coloring book was made and printed for use in the children's programs at the library.

Over the years, all but two copies of the coloring book were used. The Friends of the Library would like permission to reprint the coloring book. The coloring book contains a copyright note to the Bourne Centennial Committee. We have been advised by the Town Clerk that approval from the Selectmen would be appropriate.

We are proposing two changes to the coloring book. First, we want to recognize the name of each woman who made a quilt block. We will work with the remaining members of the Quilt Committee to accomplish this. Secondly, we want to add color to the cover to make the book more attractive to children. We will work with the Library Director and the Children's Librarian to develop the cover.

The cost of reprinting the book will be covered by The Friends of the Library. We plan to initially print 200 copies. The Library Board of Trustees supports this proposal.

The approval of the Selectmen is respectfully requested.

Sincerely,

Pat Nemeth, Treasurer

Cc Marlene McCollem, Town Administrator



**EA-22-5**

Use of Town Property Event Application

**Status:** Active

**Date Created:** Jun 8, 2022

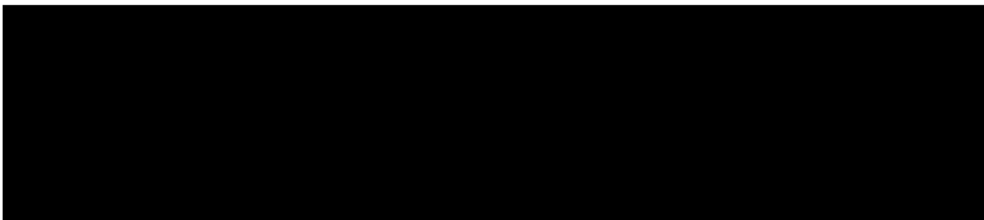
**Primary Contact Information**

**Name**

caitlin cumiskey

**Business/Organization Name (if applicable)**

--



**Event Information**

**Organization/Individual Hosting the event**

Caitlin Cumiskey

**Type of Organization (LLC, non-profit)**

--

**Type of Event (i.e. banquet/concert/fundraiser/party)**

Small baby shower

**Location of Event**

Buzzards Bay Park -Gazebo

**Date(s) of Event**

7/23/2022

**Set up/Clean up Dates**

--

**Hours (start and end times)**

11:00 AM- 3:00PM

**Total Attendance Expected**

35

**Description of Event**

Small baby shower

**Is event open to the public?**

No

**Will admission be charged?**

No

**Will there be alcohol service/ on-premise consumption?**

No

**Alcoholic beverages are not permitted on Town property without a license issued by the Board of Selectmen. A separate application and fee is required.**

**Will there be vendors?**

No

**No stakes are allowed at Buzzards Bay Park. No grills, propane tanks, space heaters, or smoking under tent. A clear exit and fire extinguisher is required. A separate tent application from the building department is required.**

**Will there be food?**

Yes

**Describe type of food**

Buffet style food

**Will a tent be used?**

Yes

**Use of Electricity/generators?**

Yes

**If Yes for what purpose**

Keeping food warm

**Will you require portable toilets?**

No

**Portable toilets are the responsibility of event organizer.**

## **Rules & Regulations**

**By checking this box, I have read and agree to Town of Bourne's rules & regulations**



## **Hold Harmless Agreement**

### **Signature**

caitlin cumiskey  
06/08/2022

### **Signature**

### **Signature**

caitlin cumiskey  
06/08/2022



**EA-22-5****Use of Town Property Event Application****Status:** Active**Date Created:** Jun 8, 2022**Primary Contact Information****Name**

caitlin cumiskey

**Timeline**

| Label                                 | Status   | Activated                | Completed                | Assignee              | Due Date |
|---------------------------------------|----------|--------------------------|--------------------------|-----------------------|----------|
| ✓ Application Content and Attachments | Complete | Jun 8, 2022 at 3:14 pm   | Jun 9, 2022 at 8:35 am   | Maria Simone          | -        |
| ✓ Fire Department Comments            | Complete | Jun 9, 2022 at 8:35 am   | Jun 9, 2022 at 8:39 am   | David Pelonzi         | -        |
| ✓ Health Agent Comments               | Complete | Jun 9, 2022 at 8:35 am   | Jun 9, 2022 at 8:44 am   | Kaitlyn Shea          | -        |
| ✓ Town Planner Comments               | Complete | Jun 9, 2022 at 8:35 am   | Jun 9, 2022 at 9:18 am   | Tracy Sullivan        | -        |
| ✓ DPW Comments                        | Complete | Jun 9, 2022 at 8:35 am   | Jun 9, 2022 at 10:45 am  | Matthew Quinn         | -        |
| ✓ Engineering Department Comments     | Complete | Jun 9, 2022 at 8:35 am   | Jun 9, 2022 at 12:37 pm  | Tim Lydon             | -        |
| ✓ Conservation Agent Comments         | Complete | Jun 9, 2022 at 8:35 am   | Jun 9, 2022 at 12:42 pm  | Stephanie Fitch       | -        |
| ✓ Building Inspector Comments         | Complete | Jun 9, 2022 at 8:35 am   | Jun 10, 2022 at 8:44 am  | Ann Gutterson         | -        |
| ✓ Sewer Comments                      | Complete | Jun 9, 2022 at 8:35 am   | Jun 13, 2022 at 1:46 pm  | Maria Simone          | -        |
| ✓ Recreation Department Comments      | Complete | Jun 9, 2022 at 8:35 am   | Jun 13, 2022 at 1:50 pm  | Kathryn Matthews      | -        |
| ✓ DNR Comments                        | Complete | Jun 9, 2022 at 8:35 am   | Jun 13, 2022 at 3:35 pm  | Christopher Southwood | -        |
| ✓ Police Department Comments          | Complete | Jun 9, 2022 at 8:35 am   | Jun 13, 2022 at 3:47 pm  | John Stowe            | -        |
| ✓ Town Clerk's Comments               | Complete | Jun 9, 2022 at 8:35 am   | Jun 14, 2022 at 10:41 am | Mary Fernandes        | -        |
| ✓ Town Collector's Comments           | Complete | Jun 9, 2022 at 8:35 am   | Jun 17, 2022 at 11:36 am | Shelly Murphy         | -        |
| ✓ Town Administrator's Comments       | Complete | Jun 17, 2022 at 11:36 am | Jun 17, 2022 at 11:46 am | Maria Simone          | -        |
| ✓ Board of Selectmen Vote             | Active   | Jun 17, 2022 at 11:46 am | -                        | -                     | -        |
| 📄 Temporary Event Permit Issued       | Inactive | -                        | -                        | -                     | -        |



**EA-22-6**

Use of Town Property Event Application

**Status:** Active

**Date Created:** Jun 14, 2022

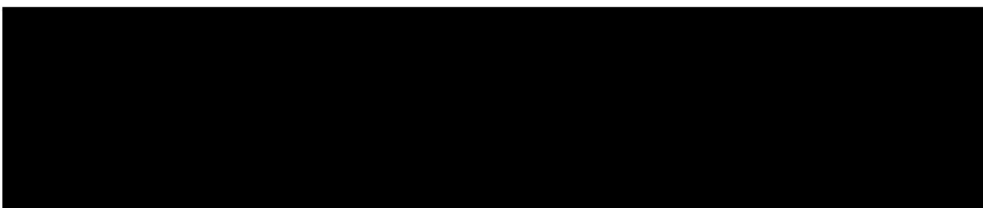
**Primary Contact Information**

**Name**

Cheryl Milliken

**Business/Organization Name (if applicable)**

Wings Neck Trust



**Event Information**

**Organization/Individual Hosting the event**

Wings Neck Trust

**Type of Organization (LLC, non-profit)**

--

**Type of Event (i.e. banquet/concert/fundraiser/party)**

Fourth of July Parade

**Location of Event**

Town Roads

**Will your event require road closures?**

No

**Date(s) of Event**

7/2/22

**Set up/Clean up Dates**

--

**Hours (start and end times)**

10:45am - 11:30am

**Total Attendance Expected**

60

**Description of Event**

Request to have a fire truck and police cruiser during our annual parade. Starts on Wings Neck, from Wings neck Trust sign to intersection of Wings Neck Rd and South Rd (end close to lighthouse) to South Beach (in front of Buzzards Sailing School)

**Is event open to the public?**

Yes

**Will admission be charged?**

No

**Will there be alcohol service/ on-premise consumption?**

No

**Alcoholic beverages are not permitted on Town property without a license issued by the Board of Selectmen. A separate application and fee is required.**

**Will there be food?**

No

**Will there be vendors?**

No

**Will a tent be used?**

No

**No stakes are allowed at Buzzards Bay Park. No grills, propane tanks, space heaters, or smoking under tent. A clear exit and fire extinguisher is required. A separate tent application from the building department is required.**

**Use of Electricity/generators?**

No

**Will you require portable toilets?**

No

**Portable toilets are the responsibility of event organizer.**

## **Rules & Regulations**

**By checking this box, I have read and agree to Town of Bourne's rules & regulations**



## **Hold Harmless Agreement**

**Signature**

Cheryl G Milliken

06/14/2022

**Signature**

**Signature**

Cheryl G Milliken

06/14/2022

**EA-22-6**

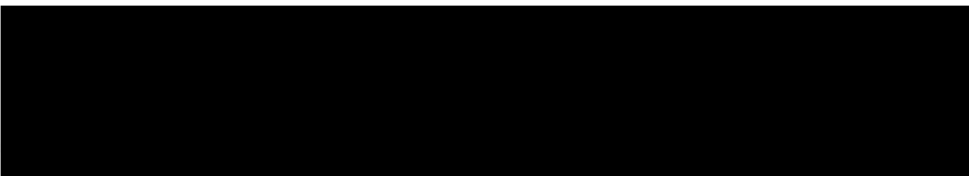
## Use of Town Property Event Application

**Status:** Active**Date Created:** Jun 14, 2022**Primary Contact Information****Name**

Cheryl Milliken

**Business/Organization Name (if applicable)**

Wings Neck Trust

**Timeline**

| Label                                 | Status   | Activated                | Completed                | Assignee              | Due Date |
|---------------------------------------|----------|--------------------------|--------------------------|-----------------------|----------|
| ✓ Application Content and Attachments | Complete | Jun 14, 2022 at 10:10 am | Jun 14, 2022 at 10:11 am | Maria Simone          | -        |
| ✓ Sewer Comments                      | Complete | Jun 14, 2022 at 10:11 am | Jun 14, 2022 at 10:12 am | Maria Simone          | -        |
| ✓ DPW Comments                        | Complete | Jun 14, 2022 at 10:11 am | Jun 14, 2022 at 10:14 am | Matthew Quinn         | -        |
| ✓ Recreation Department Comments      | Complete | Jun 14, 2022 at 10:11 am | Jun 14, 2022 at 10:18 am | Krissanne Caron       | -        |
| ✓ Health Agent Comments               | Complete | Jun 14, 2022 at 10:11 am | Jun 14, 2022 at 10:27 am | Kaitlyn Shea          | -        |
| ✓ Town Clerk's Comments               | Complete | Jun 14, 2022 at 10:11 am | Jun 14, 2022 at 11:00 am | Cheryl Cobb           | -        |
| ✓ Town Planner Comments               | Complete | Jun 14, 2022 at 10:11 am | Jun 14, 2022 at 11:14 am | Tracy Sullivan        | -        |
| ✓ Police Department Comments          | Complete | Jun 14, 2022 at 10:11 am | Jun 14, 2022 at 1:29 pm  | John Stowe            | -        |
| ✓ Building Inspector Comments         | Complete | Jun 14, 2022 at 10:11 am | Jun 14, 2022 at 2:04 pm  | Ann Gutterson         | -        |
| ✓ DNR Comments                        | Complete | Jun 14, 2022 at 10:11 am | Jun 15, 2022 at 8:27 am  | Christopher Southwood | -        |
| ✓ Engineering Department Comments     | Complete | Jun 14, 2022 at 10:11 am | Jun 15, 2022 at 8:59 am  | Tim Lydon             | -        |
| ✓ Fire Department Comments            | Complete | Jun 14, 2022 at 10:11 am | Jun 15, 2022 at 10:10 am | David Pelonzi         | -        |
| ✓ Conservation Agent Comments         | Complete | Jun 14, 2022 at 10:11 am | Jun 17, 2022 at 9:09 am  | Stephanie Fitch       | -        |
| ✓ Town Collector's Comments           | Complete | Jun 14, 2022 at 10:11 am | Jun 17, 2022 at 11:37 am | Shelly Murphy         | -        |
| ✓ Town Administrator's Comments       | Complete | Jun 17, 2022 at 11:37 am | Jun 17, 2022 at 11:46 am | Maria Simone          | -        |
| ✓ Board of Selectmen Vote             | Active   | Jun 17, 2022 at 11:46 am | -                        | -                     | -        |
| Temporary Event Permit Issued         | Inactive | -                        | -                        | -                     | -        |



Town of Bourne, MA

06/17/2022

EA-22-6

## Fire Department Comments

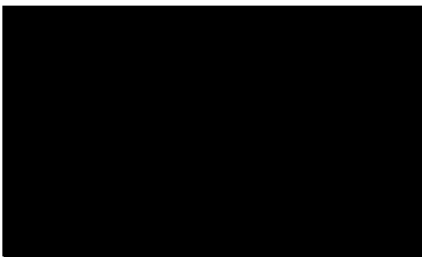
Use of Town Property Event Application

**Status:** Complete

**Became Active:** 06/14/2022

**Assignee:** David Pelonzi

**Completed:** 06/15/2022



### Comments

David Pelonzi, Jun 15, 2022 at 10:10am

We will provide a fire truck with the on-duty crew, pending availability with any ongoing emergency incidents.



**EA-22-4**

Use of Town Property Event Application

**Status:** Active

**Date Created:** Jun 3, 2022

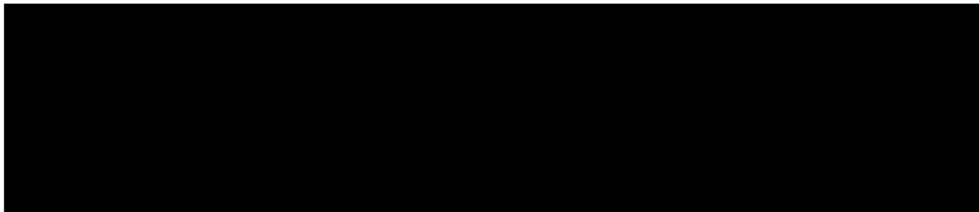
**Primary Contact Information**

**Name**

Lauren DeGregorio

**Business/Organization Name (if applicable)**

Oplaysis Designs



**Event Information**

**Organization/Individual Hosting the event**

Oplaysis Designs

**Type of Organization (LLC, non-profit)**

Workshops

**Type of Event (i.e. banquet/concert/fundraiser/party)**

Community Art and Gathering Event

**Location of Event**

Buzzards Bay Park -Gazebo

**Date(s) of Event**

July 2nd

**Set up/Clean up Dates**

Same Day

**Hours (start and end times)**

10am-12pm

**Total Attendance Expected**

250

**Description of Event**

People getting together to create chalk art on the round walk way. Face painting, music, lawn games and dancing in the middle. Collaborating with Mics Main Scoop

**Is event open to the public?**

**Will admission be charged?**

Yes

No

**Will there be alcohol service/ on-premise consumption?**

No

**Alcoholic beverages are not permitted on Town property without a license issued by the Board of Selectmen. A separate application and fee is required.**

**Will a tent be used?**

No

**Use of Electricity/generators?**

Yes

**Will you require portable toilets?**

No

**Will there be food?**

No

**Will there be vendors?**

No

**No stakes are allowed at Buzzards Bay Park. No grills, propane tanks, space heaters, or smoking under tent. A clear exit and fire extinguisher is required. A separate tent application from the building department is required.**

**If Yes for what purpose**

Music and mic

**Portable toilets are the responsibility of event organizer.**

## **Rules & Regulations**

**By checking this box, I have read and agree to Town of Bourne's rules & regulations**



## **Hold Harmless Agreement**

**Signature**

Lauren-DeGregorio

06/03/2022

**Signature**

**Signature**

Lauren-DeGregorio

06/03/2022

**EA-22-4**

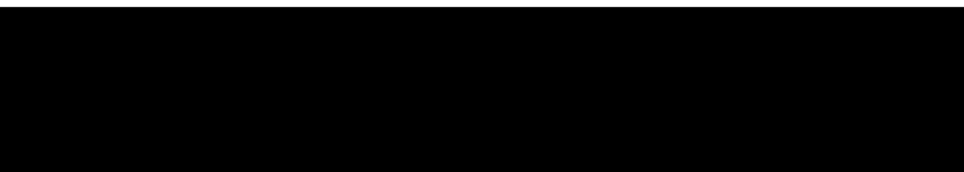
## Use of Town Property Event Application

**Status:** Active**Date Created:** Jun 3, 2022**Primary Contact Information****Name**

Lauren DeGregorio


**Business/Organization Name (if applicable)**

Oplaysis Designs

**Timeline**

| Label                                 | Status   | Activated                | Completed                | Assignee              | Due Date |
|---------------------------------------|----------|--------------------------|--------------------------|-----------------------|----------|
| ✓ Application Content and Attachments | Complete | Jun 3, 2022 at 11:24 am  | Jun 3, 2022 at 11:30 am  | Maria Simone          | -        |
| ✓ Health Agent Comments               | Complete | Jun 3, 2022 at 11:30 am  | Jun 3, 2022 at 12:18 pm  | Terri Guarino         | -        |
| ✓ Fire Department Comments            | Complete | Jun 3, 2022 at 11:30 am  | Jun 3, 2022 at 12:39 pm  | David Pelonzi         | -        |
| ✓ Town Planner Comments               | Complete | Jun 3, 2022 at 11:30 am  | Jun 3, 2022 at 1:05 pm   | Tracy Sullivan        | -        |
| ✓ Conservation Agent Comments         | Complete | Jun 3, 2022 at 11:30 am  | Jun 3, 2022 at 1:59 pm   | Stephanie Fitch       | -        |
| ✓ Building Inspector Comments         | Complete | Jun 3, 2022 at 11:30 am  | Jun 3, 2022 at 2:55 pm   | Ann Gutterson         | -        |
| ✓ Engineering Department Comments     | Complete | Jun 3, 2022 at 11:30 am  | Jun 6, 2022 at 8:27 am   | Tim Lydon             | -        |
| ✓ DPW Comments                        | Complete | Jun 3, 2022 at 11:30 am  | Jun 6, 2022 at 10:19 am  | Matthew Quinn         | -        |
| ✓ Sewer Comments                      | Complete | Jun 3, 2022 at 11:30 am  | Jun 7, 2022 at 10:15 am  | Maria Simone          | -        |
| ✓ Recreation Department Comments      | Complete | Jun 3, 2022 at 11:30 am  | Jun 15, 2022 at 4:10 pm  | Krissanne Caron       | -        |
| ✓ Police Department Comments          | Complete | Jun 3, 2022 at 11:30 am  | Jun 15, 2022 at 4:23 pm  | John Stowe            | -        |
| ✓ DNR Comments                        | Complete | Jun 3, 2022 at 11:30 am  | Jun 16, 2022 at 4:03 pm  | Christopher Southwood | -        |
| ✓ Town Clerk's Comments               | Complete | Jun 3, 2022 at 11:30 am  | Jun 17, 2022 at 9:50 am  | Cheryl Cobb           | -        |
| ✓ Town Collector's Comments           | Complete | Jun 3, 2022 at 11:30 am  | Jun 17, 2022 at 11:36 am | Shelly Murphy         | -        |
| ✓ Town Administrator's Comments       | Complete | Jun 17, 2022 at 11:36 am | Jun 17, 2022 at 11:45 am | Maria Simone          | -        |
| ✓ Board of Selectmen Vote             | Active   | Jun 17, 2022 at 11:45 am | -                        | -                     | -        |



| Label   | Status   | Activated | Completed | Assignee | Due Date |
|---|----------|-----------|-----------|----------|----------|
|  Temporary Event Permit Issued | Inactive | -         | -         | -        | -        |



Town of Bourne, MA

06/17/2022

EA-22-4

## Building Inspector Comments

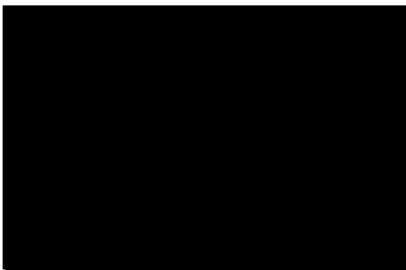
Use of Town Property Event Application

**Status:** Complete

**Became Active:** 06/03/2022

**Assignee:** Ann Gutterson

**Completed:** 06/03/2022



### Comments

Ann Gutterson, Jun 3, 2022 at 2:55pm

Ok as long as no tents.

Lauren DeGregorio, Jun 9, 2022 at 7:43pm

Understood



Town of Bourne, MA

06/17/2022

EA-22-4

## DPW Comments

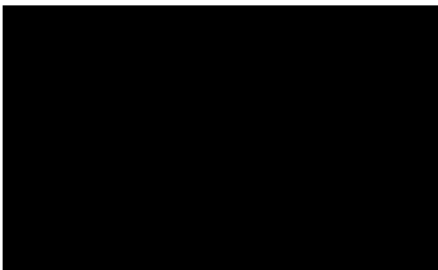
Use of Town Property Event Application

**Status:** Complete

**Became Active:** 06/03/2022

**Assignee:** Matthew Quinn

**Completed:** 06/06/2022



### Comments

Matthew Quinn, Jun 6, 2022 at 10:19am

All Set. We ask that you leave park the way you found it. Ex.Trash in receptacles. thanks..

Lauren DeGregorio, Jun 9, 2022 at 7:42pm

Thankyou.



**TOWN OF BOURNE**  
**Department of Natural Resources**  
24 Perry Avenue - Room 102  
Buzzards Bay, MA 02532-3496  
[www.townofbourne.com](http://www.townofbourne.com)



*Shellfish Constable, Marinas, Herring Agent, Harbor Master, Fish & Game Enforcement, Conservation Enforcement & More*

CHRISTOPHER SOUTHWOOD  
DIRECTOR

OFFICE: (508) 759-0600  
POLICE: (508) 759-4451  
MARINAS: (508) 759-3105  
FAX: (508) 759-8026

June 7, 2022

Dear [REDACTED]

Thank you again for your generous donation to the Shellfish Donation Fund! Your donation will be used to make a difference in our community and we are thrilled to have your support. We are extremely grateful for the donations that the Natural Resources Department has received from the both of you, so thank you again for even considering to make this generous donation to the shellfish propagation program in the Town of Bourne. We will be able to use this donation to help purchase new shellfish seed (scallops, quahogs, oysters, softshell clams) for next season which allows us to further enhance our shellfish habitat throughout our local waterways for both recreational and commercial purposes. As you are aware these animals help clean our waterways and are vital to water quality.

With the difficult financial times that local families and commercial fishermen are facing, your donation to purchase additional shellfish seed hopefully can alleviate some of their stress and provide a locally harvested food source for all.

It was so nice to see you again and to hear that all is going well.

Sincerely,

Chris Southwood

**DRAFT**  
**Board of Selectmen**  
**Minutes of Tuesday, April 19, 2022**  
**Bourne Veterans' Community Center**  
**Buzzards Bay, MA**

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**TA Marlene McCollem**

**Board of Selectmen**

Peter Meier, Chair  
George Slade, Clerk  
Judy Froman, Vice Chair  
Mary Jane Mastrangelo  
Jared MacDonald

**Others:** Kathleen Durant, Fred Bartholomew, John Diado, Marie Oliva, Liz Brown, Sarrawich Suksanit, Bryan Bertram, Town Counsel, Jennifer Copeland, Town Planner, and Stuart Coggeshall.

**7:00 PM Call Public Session to Order in Open Session**

- 1. Moment of Silence to recognize our Troops and our public safety personnel.**
- 2. Salute to the Flag.**
- 3. Vision:** Bourne is a proud community that embraces change while respecting the rich heritage of the town and its villages. It is a municipality based on strong fiscal government with a durable economy that recognizes the rights of all citizens, respects the environment, especially the coastal areas of the community and the amenities that it affords. Bourne embraces excellent education, and offers to citizens a healthy, active lifestyle.
- 4. Mission:** Bourne will maximize opportunities for social and economic development while retaining an attractive, sustainable, and secure coastline and environment for the enjoyment of residents and visitors. Through responsible and professional leadership and in partnership with others, Bourne will strive to improve the quality of life for all residents living and working in the larger community.
- 5. Public Comment on Non-Agenda Items**
  - a. Public comments are allowed for up to a total of 12 minutes at the beginning of each meeting. Each speaker is limited to 3 minutes for comment. Based on past practice, members of the Board are not allowed to comment or respond.
- 6. Joint Meeting with Bourne Housing Authority** – The Board of Selectmen will enter into a Joint Meeting with the Bourne Housing Authority to appoint Kathleen Durant to the Board of Commissioners.

The Vice-Chair of the Bourne Housing Authority called their meeting to order.

Kathleen Durant introduced herself to the Board of Selectmen. She currently serves on the Board of the Housing Authority, and she is seeking a re-appointment.

**Voted:** Judy Froman moved, and Mary Jane Mastrangelo seconded to approve the re-appointment of Kathleen Durant to the Housing Authority's Board of Commissioners for a 5-year term ending on June 30, 2027.

**Roll Call Vote:** Jared MacDonald – yes, Judy Froman – yes, Chair Meier – yes, George Slade – yes, and Mary Jane Mastrangelo – yes.

**Vote:** 5-0-0.

**Voted:** Fred Bartholomew moved, and a Commissioner of the Bourne Housing Authority seconded to approve Kathleen Durant as a member of the Bourne Housing Authority Housing for a 5-year period.

**Roll Call Vote:** All Bourne Housing Authority Commissioners that were present voted. The vote was unanimous.

Adjourn joint meeting with the Bourne Housing Authority.

The Bourne Housing Authority moved and seconded to adjourn their meeting.

Chair Meier went out of the agenda order out of order due to it being too early for item 7.a.

**8.b. Children's Mental Health Week Proclamation 2022.**

Mr. Slade read aloud the Children's Mental Health Proclamation.

**Voted:** Judy Froman moved, and Jared MacDonald seconded to proclaim May 1-7, 2022, as Children's Mental Health Acceptance Week.

**Vote:** 5-0-0.

**8.d. Vote to designate Articles 1-5 on the Special May 2, 2022, Warrant as essential.**

Chair Meier said that this is referring to Mass General Law Chapter 54 section 12 and he read it aloud.

**Voted:** Judy Froman moved, and Jared MacDonald seconded to designate Articles 1-5 on the May 2, 2022, Special Town Meeting Warrant as essential.

**Vote:** 5-0-0.

**10. Minutes of 4/26/21 and 2/22/22.**

**Voted:** Jared MacDonald moved, and Judy Froman seconded to approve the minutes of April 26, 2021.

**Vote:** 5-0-0.

The minutes from 2/22/22 are Sewer Commissioner minutes.

**9. Town Administrator**

Ms. McCollem said she has negotiated a price with a firm that will be conducting the Police Chief search and she is in the process of signing a contract with them. She said she is making progress with identifying a potential H.R. Director. She said that before she adds another person to the office as the Assistant Town Administrator, she would like to fully integrate the H.R. Director and give people time to get to know herself as well.

**7. Appointments and Licenses**

- a. 7:15 p.m. VFW - Alteration**
- b. 7:30 p.m. Krua Thai – New License**
- c. 7:45 p.m. Whaleback - Alteration**

**7.a. 7:15 p.m. VFW - Alteration**

A representative from the VFW spoke about the alterations and said that Patrick Ruggiero will no longer be the Manager and the VFW will be managed by a trustee.

**Voted:** Jared MacDonald moved, and Judy Froman seconded to approve the alteration of premises for VFW Aptuxet Post #5988, Mr. Diado, Manager, at 180 Shore Road as presented, to permanently approve the outdoor seating area as presented and added to their current file as well as the new name change to their file.

**Vote:** 5-0-0.

**8.a. Discussion and possible vote on the Cape Cod Canal Chamber's request to hold concerts in Buzzards Bay Park on Thursday evenings during the summer.**

Marie Oliva talked about the concerts in Buzzards Bay Park. She said the concerts are 6:30 to 8:30 on Thursday nights and they usually have about 300 – 400 attendees.

**Voted:** Mary Jane Mastrangelo moved, and Judy Froman seconded to approve the Cape Cod Canal Regional Chamber of Commerce's application to hold concerts at the Buzzards Bay Park on Thursdays in July and August from 5:30 pm to 8:45 pm, Marie Oliva, organizer.

**Vote:** 5-0-0.

**11. Correspondence**

George Slade said there were three items received. There were two letters from Leonard Pinot from Mass. DEP addressed to Rose Forbes, the Remediation Program Manager at the Air Force Civil Engineer Center. The letters provided areas of progress and the required information to complete other areas. There was a letter from Camp Edwards at Joint Base Cape Cod with a schedule of tours for the next few months.

Mr. Slade said there was an email from Jacob Lewis mentioning the Town's website.

**7.b. 7:30 p.m. Krua Thai – New License**

**Voted:** Jared MacDonald moved, and Judy Froman seconded to approve a year-round, on-premises, wine and beer license for Siam Tree LLC dba Krua Thai, Sarrawich Suksanit, Manager, at 91 Main Street as presented.

**Vote:** 5-0-0.

**8.c. Presentation by Jennifer Copeland, Town Planner, and Bryan Bertram, Town Counsel, regarding Section 3A of the Zoning Act for Multi-Family Districts in MBTA Communities.**

Town Counsel Bryan Bertram said that this high-level briefing is the start of a process that probably will not get done until 2023. He said that the state has enacted a new law, Chapter 40A, Section 3A, that has to do with multi-family housing. The state is imposing requirements on municipalities that they must have new zoning districts that allow multi-family housing by right and it needs to be of a certain size, and it needs to meet certain other requirements.

Mr. Bertram presented what the Department of Housing and Community Development (DHCD) has put together that lays out the process and timeline that would allow communities to become compliant with the statute by the deadline. Communities that do not comply will not be eligible for certain grant programs.

There was a brief discussion about Title 5 and Septic, contiguous acreage, and unit capacity. Jennifer Copeland said she met with the Cape Cod Commission, and they will help with the action plan. There was also some discussion about MBTA and commuter rail.

**7.c. 7:45 p.m. Whaleback – Alteration**

Stuart Coggeshall talked about the changes that they would like to make at the Whaleback Restaurant.

**Voted:** Judy Froman moved, and Jared MacDonald seconded to approve the alteration of premises for the Whale Back Restaurant, Stuart Coggeshall, Manager, at 1052 Sandwich Road, to permanently approve the outdoor seating area as presented.

**Vote:** 5-0-0.

**8. Selectmen's Business**

- a. Discussion and possible vote on the Cape Cod Canal Chamber's request to hold concerts in Buzzards Bay Park on Thursday evenings during the summer.
- b. Children's Mental Health Week Proclamation 2022.
- c. Presentation by Jennifer Copeland, Town Planner, and Bryan Bertram, Town Counsel, regarding Section 3A of the Zoning Act for Multi-Family Districts in MBTA Communities.



**d. Vote to designate Articles 1-5 on the Special May 2, 2022, Warrant as essential.**

- 8.a. Discussion and possible vote on the Cape Cod Canal Chamber's request to hold concerts in Buzzards Bay Park on Thursday evenings during the summer.**

Previously discussed and voted.

- 8.b. Children's Mental Health Week Proclamation 2022.**

Previously discussed and voted.

- 8.c. Presentation by Jennifer Copeland, Town Planner, and Bryan Bertram, Town Counsel, regarding Section 3A of the Zoning Act for Multi-Family Districts in MBTA Communities.**

Previously presented.

- 8.d. Vote to designate Articles 1-5 on the Special May 2, 2022, Warrant as essential.**

Previously discussed and voted.

- 9. Town Administrator**

Previously discussed.

- 10. Minutes of 4/26/21 and 2/22/22.**

Previously discussed and voted.

- 11. Correspondence**

Previously presented.

- 12. Committee Reports**

Chair Meier said that the South Side Fire Station Committee met earlier in the day. He said that since it is a new committee it has been re-organized. Wayne Sampson, who is the representative of the Finance Committee, is the new Chair of the committee. The next meeting will be on May 3<sup>rd</sup> and the response time study will be presented at that meeting by the consultant.

Judy Froman said that the Cape Cod Metropolitan Planning Organization meeting is on Monday, and they are looking at the next TIP.

George Slade said that last Wednesday the Pedestrian Bikeway Committee had an off-site meeting in person. It was across from the Cataumet Post Office, and it was an informative meeting for the community. There will be another meeting on May 11<sup>th</sup>.

Chair Meier said that he, Mr. Slade, and Ms. Froman met with Senator Markey's staff in Boston about the new bridges, along with many people from MassDOT, Congressman Keating via Zoom, the U.S. Army Corps of Engineers, and the state-elected delegation and various select board members from Plymouth and Sandwich. He said there was not a lot of new information. They

talked about competitive grants and how to apply for the funding. Ms. Froman said she was encouraged to hear how much background work had taken place already in terms of the funding. She said she saw a tremendous amount of preparation. Chair Meier said that Rep. Vieira represented Bourne very well.

**13. Adjourn**

**Voted:** Jared MacDonald moved, and Judy Froman seconded to adjourn.

**Vote:** 5-0-0.

This meeting of the Bourne Board of Selectmen was adjourned at 8:07 PM.

Respectfully Submitted,

Kim Johnson, Recording Secretary

## DRAFT

**Board of Selectmen  
Minutes of Tuesday, May 10, 2022  
Bourne Veterans' Community Center  
Buzzards Bay, MA**

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**TA Marlene McCollem**

### **Board of Selectmen**

Peter Meier, Chair  
George Slade, Clerk  
Judy Froman, Vice Chair  
Mary Jane Mastrangelo  
Jared MacDonald

**Others:** Elmer Clegg, Peter Campbell, Donna McCormack Shawn Patterson, DPW Director, Erica Flemming, Finance Director, Anthony Rocco, Kristi Hawkes, Robin Morse, Ernest Boucher, Lang Allan, Suzy Blunt, Chris Southwood, Natural Resources Director, and Connie Merigo.

### **7:00 PM Call Public Session to Order in Open Session**

- 1. Moment of Silence to recognize our Troops and our public safety personnel.**
- 2. Salute to the Flag.**
- 3. Vision:** Bourne is a proud community that embraces change while respecting the rich heritage of the town and its villages. It is a municipality based on strong fiscal government with a durable economy that recognizes the rights of all citizens, respects the environment, especially the coastal areas of the community and the amenities that it affords. Bourne embraces excellent education, and offers to citizens a healthy, active lifestyle.
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- 5. Public Comment on Non-Agenda Items**
  - a. Public comments are allowed for up to a total of 12 minutes at the beginning of each meeting. Each speaker is limited to 3 minutes for comment. Based on past practice, members of the Board are not allowed to comment or respond.
- 6. Citations for officials not seeking re-election in 2022** – Chair Meier said that they normally send letters out but this year they are going to issue citations to those who have served in a way to thank them for serving and for what they have brought to the community.

The first citation was for George Slade who has been on the Board of Selectmen since 2016. Chair Meier talked about some of the things that Mr. Slade has done for the Town of Bourne. Mr. Slade said that it has been quite an experience serving the Town and he thanked all the people that he has worked with. Mr. Slade spoke for a few moments about the Town, and he said that he feels that the best days of Bourne are before them and especially if everyone continues to function as a reasonably cohesive unit.

The next citation was for Elmer Clegg, for his time on the Planning Board. Chair Meier said he has served on committees with Mr. Clegg for many years, and that Mr. Clegg has helped to shape this town. Mr. Clegg thanked the current and past Board of Selectmen. He talked about his time on the Planning Board and the lessons that he has learned. He said that the town needs to do something about Economic Development.

Chair Meier said the next citation is for Christine Crane, who devoted her life to education, and she would like to enjoy her retirement. The next citation was for Louis Gallo who has been on the Planning Board for 9 years.

## **7. Appointments and Licenses**

- a. **7:05 p.m. Ryan Family Amusement Liquor License Change of Stock**
- b. **7:05 p.m. Buzzards Bay Eagles – Liquor License Amendment**
- c. **Class I Care Dealer – Eagle Marine**
- d. **Connect 55+ Event – 06.04.22**
- e. **BHS Boys Lax Car Wash 5.22 & 5.28 v2**
- f. **The Pound Beach Cleanup – 5.29.22**
- g. **Vargas Baby Shower Event – 6.11.22**
- h. **Bourne Wareham Amity Committee Event – 6.12.22**
- i. **MS Bike Ride – 6.25/26.22**
- j. **Tardiff Graduation Pary – BB Park Pavilion 6.25.22**
- k. **St. Margaret's Church – 1 day liquor license 5.14.22**
- l. **Unified Track Team – car wash request 5.14.22**

### **7.a. 7:05 p.m. Ryan Family Amusement Liquor License Change of Stock**

Peter Campbell from Ryan Family Amusement said that they are requesting a change of stock due to a few people retiring and taking on a few more people, and it is basically a formality.

**Voted:** Judy Froman moved, and Jared MacDonald seconded to approve the application for Change of Stock Interest by Ryan Family Amusements, Michael Crowley, Treasurer, as presented.

**Vote:** 5-0-0.

### **7.b. 7:05 p.m. Buzzards Bay Eagles – Liquor License Amendment**

Donna McCormack, past president of the Buzzards Bay Eagles, said they are doing a license amendment for the change of Manager.

**Voted:** Mary Jane Mastrangelo moved, and Jared MacDonald seconded to approve the application for Liquor License Amendments for the Buzzards Bay Aerie 3741 Fraternal Order of Eagles, Donna McCormack, proposed manager, as presented.

**Vote:** 5-0-0.

**7.c. Class I Car Dealer – Eagle Marine**

**Voted:** Judy Froman moved, and Jared MacDonald seconded to approve the application of Eagle Marine, Inc., Michael Farias, President, for a Class I Car Dealers License for the sale of new and used boat trailers at 127 State Road, Sagamore Beach, as presented.

**Vote:** 5-0-0.

**7.d. Connect 55+ Event – 06.04.22**

Town Administrator McCollem said that the paperwork is in order.

**Voted:** Judy Froman moved, and Mary Jane Mastrangelo seconded to approve the application of Connect 55+ Bourne, Bryan Stovall, organizer, to hold an event at the Buzzards Bay Park on June 4, 2022, from 9 am to 6 pm, as conditioned by the comments included on the Interdepartmental Advisory Form.

**Vote:** 5-0-0.

**7.e. BHS Boys Lax Car Wash 5.22 & 5.28 v2**

Town Administrator McCollem said that the paperwork is in order.

**Voted:** Judy Froman moved, and Mary Jane Mastrangelo seconded to approve the application of the Bourne High School Boys Lacrosse Boosters, Kristi Hawkes, Clerk, to hold a car wash on May 22 at the Pocasset Fire Station, and a car wash on May 28 at the Sagamore Fire Station, both from 8:30 am to 1:00 pm, as conditioned by the comments included on the Interdepartmental Advisory Form.

**Vote:** 5-0-0.

**7.f. The Pound Beach Cleanup – 5.29.22**

Ms. McCollem asked the board to table this until May 24. She said they do have insurance, though they have not received the certificate yet.

**7.g. Vargas Baby Shower Event – 6.11.22**

Town Administrator McCollem said that the paperwork is in order. Judy Froman said that she wants to make sure that they clean up and that they do not use any stakes for their tent.

**Voted:** Judy Froman moved, and Jared MacDonald seconded to approve the application of Lori Vargas, organizer, to hold an event at the Buzzards Bay Park on June 11 from 2:00 pm to 5:00 pm, as conditioned by the comments included on the Interdepartmental Advisory Form.

**Vote:** 5-0-0.

**7.h. Bourne Wareham Amity Committee Event – 6.12.22**

Town Administrator McCollem said that the paperwork is in order. Mary Jane Mastrangelo wants to make sure that they know to use weights and no stakes.

**Voted:** Mary Jane Mastrangelo moved, and George Slade seconded to approve the application of the Bourne-Wareham Race Amity Committee, Wandra Harmsen, Secretary, to hold an event at the Buzzards Bay Park on June 12 from 10:15 am to 12:45 pm, as conditioned by the comments included on the Interdepartmental Advisory Form.

**Vote:** 5-0-0.

**7.i. MS Bike Ride – 6.25/26.22**

Chair Meier said this is in order and they need to work with the Police Department on details.

**Voted:** Judy Froman moved, and Mary Jane Mastrangelo seconded to approve the application of the National Multiple Sclerosis Society, Emily Rivera, organizer, to hold the Cape Cod Getaway MS Bike Ride on June 25 and 26, including a Special 1-Day License to sell wine and malt beverages, as conditioned by the comments included on the Interdepartmental Advisory Form.

**Vote:** 5-0-0.

**7.j. Tardiff Graduation Pary – BB Park Pavillion 6.25.22**

Ms. McCollem said that the organizer, date, and time are correct on the agenda and the date on the motion needs to be changed.

**Voted:** Judy Froman moved, and Mary Jane Mastrangelo seconded to approve the application of Jill Tardiff, organizer, to hold an event at the Buzzards Bay Park on June 25 from noon to 4:30 pm, as conditioned by the comments included on the Interdepartmental Advisory Form.

**Vote:** 5-0-0.

**7.k. St. Margaret's Church – 1-day liquor license 5.14.22**

Ernest Boucher of St. Margaret's Church said they are planning on having a fundraising dinner for the parish.

**Voted:** Mary Jane Mastrangelo moved, and George Slade seconded to approve the application of Saint Margaret's Church for a Special 1-Day Liquor License on May 14 from 5 pm to 10 pm at the Parish Hall, as conditioned by the comments included on the Interdepartmental Advisory Form.

**Vote:** 5-0-0.



**7.I. Unified Track Team – car wash request 5.14.22**

Suzy Blunt, Physical Therapist and coach of the Unified Track Team, Bourne Public Schools, said they need to raise some funds for an end-of-year celebration and gifts for team members.

**Voted:** Judy Froman moved, and George Slade seconded to approve the application of the Bourne High School Unified Track Team, Suzy Blunt, organizer, to hold a car wash on May 14 at the Buzzards Bay Fire Station, from 9:00 am to 12:30 pm, as conditioned by the comments included on the Interdepartmental Advisory Form.

**Vote:** 5-0-0.

**8. Selectmen's Business**

- a. **7:05 Public Hearing – Aquaculture Notice – Lang Allan**
- b. **Discussion and possible vote to approve the request from the National Marine Life Center to hang a banner across Main Street.**
- c. **Discussion and possible vote to approve election workers as presented for the election on May 17, 2022.**
- d. **Calamar status update with Jerry Hill.**
- e. **Discussion related to the request to erect lighting in Queen Sewell's Pond parking lot.**
- f. **Discussion of Transportation Advisory Committee (continued from 3/22 meeting)**

**8.a. 7:05 Public Hearing – Aquaculture Notice – Lang Allan**

Chris Southwood, Natural Resources Director, said he is recommending approval of an aquaculture license for Lang Allan of Elgin Road, for the aquaculture location at Scallop Bay Marina, 18 Wings Neck Road. He said he came before the board last year in June, to approve a license for the same site and that individual has relinquished it and is unable to move forward, so this is basically a change of name on the aquaculture license.

Chair Meier read the public hearing notice.

**NOTICE****TOWN OF BOURNE****PUBLIC HEARING NOTICE**

Notice is hereby given in accordance with provisions of Chapter 130, Section 60 of MGL as amended and Rules and Regulations and Application Requirements promulgated by the Board of Selectmen, that Lang Allan, 59 Elgin Road, Pocasset, MA 02559; has filed an application for an Aquaculture/Shellfish Grant operation license within the municipal waters of the Town of Bourne. The application, including the plans showing the specific locations of the existing sites, can be viewed at Town Hall. A public hearing notice will be held on May 10, 2022, at no earlier than 7:05 PM at the Bourne Veteran's

Community Center, 239 Main Street, Buzzards Bay, MA, 02532, signed by the five of us for publication in the April 26<sup>th</sup>, 2022, edition of the Cape Cod Times.

Chair Meier said that the Public Hearing is now open.

Lang Allan introduced himself to the Board and said that his family has been in Bourne in the same house for 100 years. He talked about what he does for conservation in the Town. Mr. Southwood explained the process of the grant and operation utilizing the aquaculture license.

**Voted:** Judy Froman moved, and Mary Jane Mastrangelo seconded, to close the Public Hearing.  
**Vote:** 5-0-0.

**Voted:** Judy Froman moved, and Mary Jane Mastrangelo seconded to approve an aquaculture license amendment for Mr. Langdon Allen for hatchery and nursery production of eastern oysters and quahogs with no change to the area to be farmed, and no changes to the floats, upwellers or hatchery footprint at the Scallop Bay Marina, 18 Wings Neck Rd., Pocasset.

**Vote:** 5-0-0.

**8.b. Discussion and possible vote to approve the request from the National Marine Life Center to hang a banner across Main Street.**

Connie Merigo, President, and Executive Director of the National Marine Life Center said that the Center is hosting a food truck festival on July 11<sup>th</sup> and they would like to put a banner up across the street three weeks prior to the event to attract attention to the event. Mary Jane Mastrangelo asked her to coordinate with the DPW on where to place the banner and for the hanging of the banner.

**Voted:** Mary Jane Mastrangelo moved, and George Slade seconded to approve the request from the National Marine Life Center to hang a promotional banner across Main Street for three weeks beginning on May 22, 2022, as conditioned by the comments included on the Interdepartmental Advisory Form.

**Vote:** 5-0-0.

**8.c. Discussion and possible vote to approve election workers as presented for the election on May 17, 2022.**

Chair Meier said that Barry Johnson has provided a list of names that Judy Froman read aloud.

**Voted:** Mary Jane Mastrangelo moved, and Jared MacDonald seconded to appoint the list of Election Workers identified by the Town Clerk for the May 17, 2022, Annual Town Election.

**Vote:** 4-0-1. Chair Meier abstained.

**8.d. Calamar status update with Jerry Hill.**

Chair Meier said that he received an email from Jerry Hill, and he forwarded it to the rest of the board earlier in the day that said he could not attend the meeting due to a family emergency and would like to be added to the agenda for the next meeting. Chair Meier said Mr. Hill will be sending a progress report to Town Administrator McCollem, which she will forward to the Board. There was some discussion on having him at the meeting on May 24th or in June and about the prolonged construction of this project.



**8.e. Discussion related to the request to erect lighting in Queen Sewell's Pond parking lot.**

Robin Morse said that her husband sent an email request for more lighting in the Queen Sewell's parking lot. She said there has been some illegal and police activity there and they feel that some additional lighting may deter some of the illegal activities that happen there. She and another neighbor said that they do not feel safe in their neighborhood anymore.

Chair Meier said that additional lights may help there, and Ms. Froman said that more of a presence is needed in checking parking permits, and she is in support of more of a police presence. Mr. MacDonald said he knows that there is a shortage of police personnel so it may be difficult to get the presence that is needed, but he feels that some additional lighting would be good. There was some discussion on a possible community watch program. Chair Meier said that the Town Administrator will come up with some solutions and will provide the Board with a report. This will be on the agenda at the first meeting in June.

**8.f. Discussion of Transportation Advisory Committee (continued from 3/22 meeting)**

Chair Meier said that George Slade sent the Board a memo in March about questions of transportation vs. traffic advisory. He said that the construction of the bridges will be coming up and there will be discussions and he wanted to discuss reactivating the committee. Mr. Slade said that the Town should be poised to be able to discuss the bridge construction when the time comes, and a committee would be the way to do this. Ms. Mastrangelo said it would be appropriate to have this kind of committee, that is appointed and has public meetings so the public could be kept in the loop. She said some careful thought would be needed in building the committee.

It was decided that a single draft of a committee should be drawn up. Ms. McCollem said that once decisions are made, she will do the draft. This will be discussed further at the first June meeting.

**9. Town Administrator's Report**

- a. Debrief May 2, 2022 Town Meeting**
- b. Tentative date for Fall Town Meeting – October 24**
- c. Thank you to the staff for the Arbor Day event on April 30**
- d. Reminder: Public Hearing – May 18 – Rt. 6 Corridor Improvement Project – virtual on MA-DOT website**
- e. Staffing update**

**9.a. Debrief May 2, 2022, Town Meeting**

Ms. McCollem said that this was her first Town Meeting in Bourne, and she asked the Board for their feedback on anything that they would like for her to do differently going forward. She said that they can give her this information whenever they would like to, either individually or as a group.

Ms. Froman said that it was difficult to hear anyone, and would like something done about that, and she thinks that a little bit more information is needed on various articles. Ms. Mastrangelo said that she thinks the meeting went very well overall, though she thinks there were some logistical differences that made it difficult to hear and see presenters. Mr. MacDonald agreed that the meeting went well, and he feels the presenters of the articles should be presented by the Board, Department,

or Committee that has to do with the article, and that they should be very knowledgeable about the article and very prepared to answer questions.

**9.b. Tentative date for Fall Town Meeting – October 24**

Ms. McCollem said she would like to propose a tentative date of October 24<sup>th</sup> for the Fall Town Meeting, which will give them plenty of time after Free Cash is certified, and time before the tax rate hearing needs to held. She said she would like the Board to think about this date and as summer approaches she will bring forward the schedule of what needs to happen

**9.c. Thank you to the staff for the Arbor Day event on April 30**

Ms. McCollem said she wanted to thank the staff, especially on the second floor of Town Hall for their work for the Arbor Day event.

**9.d. Reminder: Public Hearing – May 18 – Rt. 6 Corridor Improvement Project – virtual on MA-DOT website**

Ms. McCollem said that on May 18<sup>th</sup> there is a virtual hearing on the project for Scenic Highway, the section between Edgehill and Nightingale for lane widening and median work.

**9.e. Staffing update**

Ms. McCollem said that there is a contract in place for an H.R. Director. Her name is Jessica Rojas, and she will be joining the Town of Bourne on Monday, May 16<sup>th</sup>. Chair Meier asked about her experience and Ms. McCollem said she is coming from another municipality, and she has extensive municipal and state experience in Human Resources. Ms. Froman asked for a copy of her resume, and Ms. McCollem said she will get it to them.

Ms. McCollem said it does not look like it will work out with the I.T. Director that she had previously told the Board about. It has a lot to do with the housing market and the burden of re-locating. She said that Ms. Rojas will re-open that search, once she starts working in Bourne, and she intends to have her advertise at a higher pay level, and no budget adjustment should be needed.

Ms. McCollem said that the job posting for a Police Chief is out and is being advertised currently. The applications and resumes are due back to the search firm on May 31<sup>st</sup>. After that date, the pool will be narrowed down to a pool that will be invited to respond to several written exercises, then the search firm will review the written exercises, and from there will narrow it down for a group who will meet Ms. McCollem and other Town staff. The finalists will be moved to an all-day assessment center. She hopes to have a name by the middle of July and then start negotiations on the contract.

Ms. McCollem said that she cannot recommend that the Town staff any beaches this summer with lifeguards. She said they have been recruiting heavily since January and people are not able to certify. She does not recommend that they hire anyone as a lifeguard who is not certified, and she also doesn't recommend being short-staffed. She said that the few people that they have been to

find have time constraints where they need extensive time off, and this would leave large gaps in coverage. She said that for this summer at least, the beaches be posted "to be used at your own risk".

Chair Meier said that he is sad that they are hearing it now and he wishes they would have been told earlier. He said that people expect to go to the beach with lifeguards. He recognized that this is a problem everywhere. Ms. Froman said that a certain town nearby called her last week to see if Bourne had extra lifeguards for them. She said that this is a very serious challenge. Ms. McCollem said the pay is competitive and a lot of it has to do with certification and it is not as desirable a job as it once was. Chair Meier asked if it would be possible to offer swimming lessons with fewer lifeguards, and Ms. McCollem said she will ask the few that were certifiable.

Ms. McCollem said that they are working on the Assistant Town Planner and Assistant Library Director positions.

#### **10. Minutes of 3/15, 3/22, 3/30 and 5/2/22**

**Voted:** Judy Froman moved, and Mary Jane Mastrangelo seconded to approve the minutes of March 15, 2022.

**Vote:** 4-0-1. Jared MacDonald abstained.

**Voted:** Mary Jane Mastrangelo moved, and Judy Froman seconded to approve the minutes of March 22, 2022, as amended.

**Vote:** 5-0-0.

**Voted:** Mary Jane Mastrangelo moved, and Judy Froman seconded to approve the minutes of March 30, 2022.

**Vote:** 5-0-0.

**Voted:** Mary Jane Mastrangelo moved, and Judy Froman seconded to approve the minutes of May 2, 2022.

**Vote:** 3-0-2. Mary Jane Mastrangelo and Jared MacDonald abstained.

#### **11. Correspondence**

George Slade said that all five pieces of correspondence were from the Department of Environmental addressed to Shawn Cote with the groundwater study impact area at the Joint Base and the Town was cc'd due to being an Upper Cape Town.

#### **12. Committee Reports**

Chair Meier said that the Police Building Committee met yesterday and there are still outstanding issues with the building. The issues are with the HVAC and flooring and a few other issues. He said there was a seven-day letter sent out quite a while ago. Town Counsel has recommended giving another 4 to 6 weeks to get all information pulled together to come before the Police Building Committee to see how the issues will be fixed.

Chair Meier also reported that earlier today at the South Side Fire Station Committee meeting, they voted to terminate the contract with the Owners Project Manager and the Architect under the terms of convenience under the contract.

Ms. Froman said that she had an update from MassDOT about the rotary at Belmont Circle. Between now and the end of June they will finish up the sidewalks, lights, curbs, etc. The exception is the loam and seed and drainage punch list items. She also said that Road and Safety Committee is meeting tomorrow.

Ms. Mastrangelo said the Board of Selectmen Policy Subcommittee met in April. She said that she, Mr. Slade, Ms. McCollem, Erica Flemming, and Mike Ellis met to talk about the Financial Policy and Free Cash.

Mr. Slade said there is a meeting tomorrow on the pedestrian bike path. Ms. McCollem said that there is the option of attending the meeting in person or by Zoom.

Ms. Froman took a point of personal privilege to thank Mr. Slade for always being there and always having an answer and for all his years of working for the Town. Ms. Mastrangelo said that she has always enjoyed working with Mr. Slade.

### **13. Adjourn**

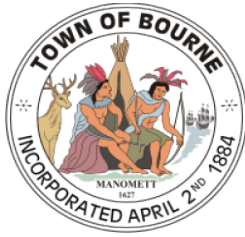
**Voted:** Jared MacDonald moved, and Mary Jane Mastrangelo seconded to adjourn.

**Vote:** 5-0-0.

This meeting of the Bourne Board of Selectmen was adjourned at 9:13 PM.

Respectfully Submitted,

Kim Johnson, Recording Secretary



## Selectmen's Correspondence

June 21, 2022

- A. DEP letter – Draft Skeet Range Remedial Investigation Report
- B. Upper Cape Meeting Minutes – 05.12.22
- C. Taylor's Point Improvement Association Scholarships
- D. S. Weston appointment request – Conservation Commission
- E. J. Larkowski – talent bank form – various committees





Commonwealth of Massachusetts  
Executive Office of Energy & Environmental Affairs

## Department of Environmental Protection

Southeast Regional Office • 20 Riverside Drive, Lakeville MA 02347 • 508-946-2700

Charles D. Baker  
Governor

Karyn E. Polito  
Lieutenant Governor

Bethany A. Card  
Secretary

Martin Suuberg  
Commissioner

June 2, 2022

Air Force Civil Engineer Center/JBCC  
Attn: Rose Forbes  
Remediation Program Manager  
322 East Inner Road  
Otis ANG Base, Massachusetts 02542

RE: **BOURNE – BWSC**  
Release Tracking Number: 4-0000037  
Joint Base Cape Cod (JBCC)  
**Draft Remedial Investigation**  
**Report Skeet Range Munitions**  
**Response Area, RCL, Additional Comments**

Dear Ms. Forbes:

The Massachusetts Department of Environmental Protection (MassDEP) has received the Air Force Civil Engineer Center (AFCEC) response to comments letter (the RCL) dated February 16, 2022 issued for the document **“Draft Remedial Investigation Report Skeet Range Munitions Response Area, Joint Base Cape Cod, Massachusetts”** (the Draft RI Report) dated May 2021 and the red-lined revised Draft RI Report dated February 2022. The Draft RI Report describes the management and technical approach used by the AFCEC to assess the nature and extent of munitions and explosives of concern (MEC) and munitions constituents (MC) associated with the historical military use of the Skeet Range Munitions Response Area (MRA). MassDEP has the following additional comments on the RCL and the red-lined revised Draft RI Report.

**1. MassDEP Additional General Comment (21 December 2021) #2:**

A proper hazard identification has not been completed for the MRA. Additional soil and groundwater data should be collected and analyzed for a range of contaminants of potential concern (COPCs) to properly assess the potential contamination at the MRA. This data may alter the conclusions of the human health and environmental risk assessments.

**AFCEC Response to MassDEP Additional General Comment (21 December 2021) #2:**

The conclusions of the CSE Phase II stated that the surface soil was impacted by former small arms range activities, specifically lead and PAHs, and recommended a RI to characterize the nature and extent of PAH and lead impacts. AFCEC disagrees with the recommendation to sample for additional COPCs, as those characteristic to a skeet range are lead and PAHs as concluded by the CSE Phase II and as proposed in the approved Skeet Range RI UFP-QAPP.

This information is available in alternate format. Contact Glynis Bugg at 617-348-4040.

TTY# MassRelay Service 1-800-439-2370

MassDEP Website: [www.mass.gov/dep](http://www.mass.gov/dep)

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**MassDEP Additional Comment:**

It appears that the target analytes at this location were determined based on one aerial photograph from 1937, a visual survey and soil analytical data for PAHs and lead. Given the wide range of activities that have happened over decades at JBCC, the target analyte list for this assessment appears to be less than comprehensive.

**2. MassDEP Additional General Comment (21 December 2021) #3:**

The method used to assess lead shot density does not reflect the potential exposure to grit ingesting birds and is inconsistent with approaches used at other lead shot sites. Re-sampling a portion of the Decision Units (DUs) in the lead shot drop zone using the soil-lead shot sampling methodology put forth in the Ecological Risk Assessment for the Patuxent Wildlife Refuge (USFWS, 2004) is necessary.

**AFCEC Response to MassDEP Additional General Comment (21 December 2021) #3:**

The lead pellet analysis was conducted in accordance with the approved RI UFP-QAPP to determine if lead shot was present within and adjacent to the projected lead shot fallout zone. Locations that were selected included the DU with the highest average incremental sampling methodology (ISM) lead concentration (M3; 1,453 mg/kg), a DU with an elevated ISM lead concentration (J5; 377 mg/kg), and two DUs (I7; 150 mg/kg and K3; 71.8 mg/kg) adjacent to DUs with elevated ISM lead concentrations. Additional sampling is not warranted. For clarification, the text in Section 3.2.2.1 (renamed "Lead Pellet Analysis") has been revised to read, "A lead pellet density analysis was conducted in the four vertical soil sample locations (center of DUs M3, K3, J5, I7) to ~~evaluate potential exposure to lead shot~~ assess the presence of lead shot."

**MassDEP Additional Comment:**

The method used to assess lead shot density is not an effective approach to assess the density of lead pellet shots in surface soils. A more thorough investigation is warranted as the approach used to date does not adequately assess all potential releases to this location.

**3. MassDEP Additional General Comment (21 December 2021) #4:**

The nature and extent of contaminants have not been fully characterized at the MRA and the method used in the Draft RI Report to attempt to delineate soil contaminants is flawed. The Draft RI Report divides the MRA into roughly one hundred twenty (120) decision units (DUs). The Draft RI Report focuses on two subsets of these 120 DUs, the lead fallout zone (thirty-three (33) DUs) and the PAH fallout zone (twenty-three (23) DUs). However, not all these DUs were sampled for COCs and portions of the DU subsets are discussed at different points of the report, making it difficult to follow the discussion about the nature and extent of COCs in soil at the MRA. Please revise the Draft RI Report.

**AFCEC Response to MassDEP Additional General Comment (21 December 2021) #4:**

The investigations at the Skeet Range MRA were conducted as an iterative process. Section 1.6 Previous Environmental Response Actions summarizes the CSE Phase II (Initial and Subsequent) investigations. The Initial CSE Phase II investigation was conducted to identify the presence or absence of lead and PAHs in soil by sampling at a randomly selected subset of DUs in the lead shot and clay target fallout zones, which provided evidence to confirm the presence and location of the historical skeet range. Lead concentrations in soil exceeded project screening levels during the initial sampling event. Additional ISM data were collected during the subsequent CSE Phase II soil sampling event to (1) conduct confirmation sampling (100 intervals in each ISM sample collected in replicate) at DUs with elevated lead concentrations and (2) determine if surrounding grids in the undeveloped areas within the projected lead shot and clay target fallout zones had elevated lead concentrations in

soil as well. During the RI, which was conducted in accordance with the approved UFP-QAPP, additional soil samples were collected using ISM (100 increments collected in replicate) from step-out DUs surrounding previously identified DUs with elevated soil lead concentrations. Samples were not collected from developed areas (i.e., where soil has been extensively disturbed/reworked since the mid-1950s) since elevated lead concentrations were not observed in previous samples from these areas. These data confirmed the conceptual site model that munitions constituent (MC) impacts from use as a historical skeet range are only present in the undeveloped areas of the MRA. A new Figure 1-2 Skeet Range MRA Historic Aerial Imagery was created to illustrate the development at the site over time. New Figure 1-4 CSE Phase II Incremental Soil Sampling Events was created to clarify which ISM samples were collected during the Initial and Subsequent sampling and to provide relevant context with respect to the development areas at the site. Revised figures are included in the attached RLSO version of the RI Report. Please note that as a result of the addition of figures, the figure for Topography, Hydrology and Soils was renumbered as Figure 1-3, CSE Phase II Investigation Results for Lead and SD-4 Sample Locations was renumbered as Figure 1-5 and CSE Phase II Investigation Results for PAHs was renumbered as Figure 1-6. In addition, text has been added to Section 1.4.3 of the RI Report to clarify that the size of the Skeet Range MRA boundary is much larger than a typical historical skeet range footprint; therefore, the number of total DUs (120) is much greater than if the MRA size reflected an average size skeet range. The following footnote has been added to the bottom of Page 1-5: "The Skeet Range MRA boundary as drawn during the CSE Phase I and used throughout the CSE Phase II and RI extends beyond the size of a typical skeet range (i.e., the Skeet Range MRA is larger than would normally be expected for a historic skeet range). Therefore, the lead shot and clay target (PAH) fallout zones have been used during previous site investigations and this RI to determine the most likely area where contamination due to historic use as a skeet range would have occurred." The figures have also been globally revised to include the projected clay target and lead shot fallout zones, which represent the layout of a typical skeet range. Finally, to address MassDEP's concern that the nature and extent of contaminants have not been fully characterized, Section 5 Nature and Extent of Contamination has also been revised to clarify the site background information, summary of previous investigations, and characterization of lead and PAH at the Skeet Range MRA. Please see the attached RLSO of the RI Report. No additional data is necessary to make informed risk management decisions for the MRA.

**MassDEP Additional Comment:**

Please clarify how Decision Units that have not been sampled will be addressed.

**4. MassDEP Additional General Comment (21 December 2021) #7:**

The vast majority of soil data in the MRA were collected using ISM within rectangular decision units. While these sampling patterns are useful and appropriate for determining a reliable estimate of the mean concentration of contaminants in the area covered by the decision unit, they are not effective or efficient for delineating the nature and extent of contamination or for locating sources or hot spots. Therefore, it is recommended that additional discrete soil sampling be conducted to fully characterize the nature and extent of COCs at the MRA and to ensure that no sources or hot spots were missed.

**AFCEC Response to MassDEP Additional General Comment (21 December 2021) #7:**

The RI was conducted in accordance with the approved UFP-QAPP including sample type, analysis, and methodology. Surface soil sampling via ISM was requested by USEPA and MassDEP during development of the CSE Phase II UFP-QAPP. Discrete soil samples were collected and analyzed during the RI to determine vertical extent of lead in soil. No additional data is necessary to make informed risk management decisions for the MRA.



**MassDEP Additional Comment:**

Incremental Sampling Methodology (ISM) is not appropriate for determining the nature and extent of contamination. ISM is primarily used to determine a reasonable estimate of the mean concentration of a contaminant within a Decision Unit.

**5. MassDEP Additional Page-Specific Comment (17 September 2021) #9:**

The text states, **"...dissolved lead was detected in one of the four groundwater samples from GW-1(38 ft bgs)."** MassDEP notes that Figure 4-3 does not present a dissolved lead detection for groundwater from GW-1. In addition, Figure 4-3 appears to indicate only three groundwater samples (filtered and unfiltered) were collected from GW-1 (at 38 ft bgs with a duplicate collected and at 48 ft bgs). Please clarify.

**AFCEC Response to MassDEP Additional Page-Specific Comment (17 September 2021) #9:**

Dissolved lead was not detected in groundwater samples from GW-1 or GW-2 and therefore results are not shown for dissolved lead on Figure 4-3. Only detected lead and PAH concentrations exceeding project screening values are shown on Figure 4-3. No change has been made to the figure. The text has been revised and reads as follows, "Analytical results are provided for total lead and dissolved lead. Total lead was detected in the groundwater samples from GW-1 (38 and 48 ft bgs); dissolved lead was not detected in one of the four groundwater samples from at GW-1 (38 ft bgs). Total and dissolved lead concentrations ranged from not detected to 3.7 µg/L and did not exceed screening levels (all of which are 15 µg/L) in any of the groundwater samples. There were no detections of total or dissolved lead in the samples from GW-2." Please see the attached RLSO of the RI Report.

**MassDEP Additional Comment:**

MassDEP notes that the title of Figure 4-3 (Sample Results for Lead and PAHs) implies that all data for these analytes have been included on this figure. Since this is not the case, the titled should be modified to clarify that this is only a selected portion of the lead and PAH data.

**6. MassDEP Additional Page-Specific Comment (17 September 2021) #15:**

The text states, **"Groundwater did not exceed project screening values for lead; however, two site-related PAHs were detected in shallow groundwater at concentrations slightly above the project screening levels."** MassDEP notes that multiple site-related PAHs were detected in shallow groundwater at concentrations above the USEPA Tapwater RSLs. In addition, the words "slightly above" in the text is misleading, given that 2-methylnaphthalene was detected at a concentration of 89 micrograms per liter (µg/L), above the 10 µg/L MCP GW-1 Standard and naphthalene was detected at a concentration of 180 µg/L, above the 140 µg/L MCP GW-1 Standard. Please revise the text accordingly.

**AFCEC Response to MassDEP Additional Page-Specific Comment (17 September 2021) #15:**

Please see response to MassDEP Additional General Comment #1 which addresses the presence of non-site related PAHs in groundwater identified during the investigation. The text has been clarified as follows, "Groundwater did not exceed project screening values for lead; however, two site-related PAHs (benzo[a]anthracene and benzo[a]pyrene) were detected in shallow groundwater at concentrations slightly above the project screening levels." Please see the attached RLSO of the RI Report.

**MassDEP Additional Comment:**

Please strike the word “slightly” and revise the text to ‘Groundwater did not exceed project screening values for lead; however, two site-related PAHs (benzo[a]anthracene and benzo[a]pyrene) were detected in shallow groundwater at concentrations above the project screening levels.’

**7. MassDEP Additional Page-Specific Comment (17 September 2021) #16:**

The text states, **“PAHs also exceed project screening values in surface soil (0-3 in. bgs) in the clay pigeon fallout area, but impacts were not observed to extend into subsurface soil.”** MassDEP notes that vertical soil sampling was conducted at only one sample location (DU K3) within the projected PAH fallout zone. Given that the PAH fallout zone represents approximately 6 acres, the sampling of subsurface soil for PAH analysis from only one sample location does not sufficiently characterize the nature and delineate the extent of PAH impacts to subsurface soils in this area associated with historical small arms use. Please provide technical justification to support that the subsurface soil sampling conducted in the clay pigeon fallout zone at the Skeet Range MRA sufficiently characterizes the nature and delineates the extent of PAH impacts to subsurface soils. Please revise the text accordingly.

**AFCEC Response to MassDEP Additional Page-Specific Comment (17 September 2021) #16:**

Subsurface soil sampling was conducted in accordance with the approved UFP-QAPP which details the DQOs for the site including the type, quantity, and analysis of samples to be collected. Discrete subsurface soil sample locations were systematically selected based on results of the previous investigations’ surface soil ISM results and distribution throughout the lead shot fallout zone, clay target fallout zone, and surrounding area to better understand nature and extent of lead and PAHs in subsurface soil (see new Figure 1-4). In addition, locations with undisturbed soil (i.e., in the undeveloped, forested area where soil impacted by the historical skeet range use were assumed to remain) were preferentially selected to determine if PAHs and lead had migrated to subsurface soil. To clarify, the text has been revised to read, **“PAHs also exceed project screening values in surface soil (0-3 in. bgs) in the clay pigeon fallout area, but impacts were not observed to extend into subsurface soil at DU K3.** Please see the attached RLSO of the RI Report.

**MassDEP Additional Comment:**

One subsurface soil sample does not adequately characterize the nature and extent of soil contaminants over a six-acre area.

**8. MassDEP Additional Page-Specific Comment (17 September 2021) #18:**

The text states, **“ISM data indicate that elevated concentrations of a range of site related PAHs can be found in the 0-3 in. interval of soil in the anticipated clay target fall out zone; however, subsurface soil data indicated that PAHs have not migrated vertically into soil below 3 in. bgs.”** Please see MassDEP Page-specific Comment #16. MassDEP notes that vertical soil sampling was conducted at only one sample location (DU K3) within the clay target fallout zone. Given that the clay target PAH fallout zone represents approximately 6 acres, the sampling of subsurface soil for PAH analysis from only one sample location does not sufficiently characterize the nature and delineate the extent of PAH impacts to subsurface soils in this area associated with historical small arms and clay target use. Please provide technical justification to support that the subsurface soil sampling conducted in the clay target fallout zone at the Skeet Range MRA sufficiently characterizes the nature and delineates the extent of PAH impacts to subsurface soils. Please revise the text accordingly.

**AFCEC Response to MassDEP Additional Page-Specific Comment (17 September 2021) #18:**

Please see response to MassDEP Specific Comment #16. To clarify, the text has been revised to read, "ISM data indicate that elevated concentrations of a range of site-related PAHs can be found in the 0-3 in. interval of soil in the anticipated clay target fallout zone; however, subsurface soil data indicate that PAHs have not migrated vertically into soil below 3 in. bgs, based on discrete vertical samples collected from the anticipated clay target fallout zone and surrounding area." Please see the attached RLISO of the RI Report.

**MassDEP Additional Comment:**

Discrete soil data is reported in Table A-4 of Appendix B (151/5831). However, it's not possible from this table to cross reference this data with information in Figure 4 of Appendix B (224/5831) because the table does not provide sample identification. In addition, the discrete samples collected in Area B are not well chosen. Neither of the two discrete samples in this area were collected in the PAH drop/fall out zone. Discrete data from DU J4 or K4 should be collected to reflect this DU because they're the only DUs in the clay pigeon/PAH drop zone. Sampling frequency for PAHs in Area C is inadequate as it represents two samples over approximately 4.5 acres of probable clay pigeon/PAH deposition. It is not clear how the location of a discrete soil sample collected from soils deeper than 3 inches were identified using ISM data. The nature of ISM soil data is that it provides a reliable estimate of the mean concentration of COCs for the decision unit sampled. The nature of the ISM approach makes it impossible to identify specific areas or locations where lead may be elevated, which in turn makes it impossible to know where to locate soil samples attempting to identify if surface concentrations might migrate to deeper soil horizons.

**9. MassDEP Additional Page-Specific Comment (17 September 2021) #21:**

The text states, "**Concentrations of COPCs (lead and PAHs) detected within the grasslands during the CSE Phase II were low.**" MassDEP notes that concentrations of PAHs within the grasslands area exceeded EPA Industrial and Residential Soil RSLs as well as MCP Standards and Site-specific background values. Please clarify and revise the text as necessary.

**AFCEC Response to MassDEP Additional Page-Specific Comment (17 September 2021) #21:**

The exposure areas were developed based on MRA features/development history without factoring in COPC concentrations. The text in the referenced paragraph has been revised as follows, "Based upon the layout (i.e., the differences in the level of development [(undeveloped, developed, or redeveloped)] and other site features [e.g., roadways]) of the MRA and detected COPC concentrations, the Skeet Range MRA (29.3 acres) was divided into several exposure areas. Approximately 12.6 acres of the MRA consist of grasslands adjacent to the runway, which are mowed and maintained on a regular basis. Concentrations of COPCs (lead and PAHs) detected within the grasslands during the CSE Phase II were low. Approximately 10 acres of the MRA consist of pitch pine forests, and the small remaining acreage consists of man-made infrastructure (i.e., roads, buildings)."

**MassDEP Additional Comment:**

Please revise the text to state *'The exposure areas were developed based on MRA features/development history without factoring in COPC concentrations.'*

**10. MassDEP Additional Page-Specific Comment (17 September 2021) #24:**

The text states, "**Because the discrete dataset contained a limited number of samples (only 2-5 samples per exposure area), a 95UCLM could not be calculated.**" Please revise the text to clarify why a limited number of samples were taken, preventing the calculation of a 95UCLM.

**AFCEC Response to MassDEP Additional Page-Specific Comment (17 September 2021) #24:**

The text has been revised to read “Because the discrete dataset contained a limited number of samples, per the approved RI UFP-QAPP, (only 2-5 samples per exposure area), a 95UCLM could not be calculated. Therefore, the arithmetic average concentrations were used as the discrete EPCs for each exposure area. This is representative of exposure across the area for ecological receptors and is more realistic than using a single point maximum concentration.” Please see the attached RLSO of the RI Report.

**MassDEP Additional Comment:**

This issue should have been identified and the UFP-QAPP should have been revised to increase the number of samples. When a site management decision cannot be made with the data collected, additional data should be collected to better inform the decision process and to protect the environment, regardless of what the UFP-QAPP specified.

**11. MassDEP Additional Page-Specific Comment (17 September 2021) #26:**

The text states, “**Some MC migration to subsurface soil (up to 1 ft bgs) may have occurred in isolated areas with elevated surficial lead concentrations; however, the highest concentrations of MC metals and PAHs are in surficial soil intervals.**” MassDEP notes that vertical soil sampling was conducted at only one sample location (DU K3) within the projected PAH fallout zone. Given that the PAH fallout zone represents approximately 6 acres, the sampling of subsurface soil for PAH analysis from only one sample location does not sufficiently characterize the nature and delineate the extent of PAH impacts to subsurface soils in this area associated with historical small arms use. Please provide technical justification to support that the subsurface soil sampling conducted in the PAH fallout zone sufficiently characterizes the nature and delineates the extent of PAH impacts to subsurface soils. Please revise the text accordingly.

**AFCEC Response to MassDEP Additional Page-Specific Comment (17 September 2021) #26:**

Please see response to MassDEP Specific Comment #16.

**MassDEP Additional Comment:**

One subsurface soil sample does not adequately characterize the nature and extent of soil contaminants over a six-acre area.

**12. MassDEP Additional Page-Specific Comment (17 September 2021) #29:**

Sample 75-E4-SS-1000 on Figure 1-3 shows three ISM lead results of 251, 67 and 84.2 mg/kg and an average lead value of 134 mg/kg for the DU. The high variability between the three ISM results suggests that the sampling was not done correctly or that there may be some other issue which caused the variability. Averaging the ISM results in this case is not appropriate. The DU should either be resampled or recorded at the highest lead result of 251 mg/kg. The result for this DU would therefore exceed the residential screening criteria of 200 mg/kg and should be added to Figure 9-1 *Remedial Investigation Conclusions* and considered in the Feasibility Study.

**AFCEC Response to MassDEP Additional Page-Specific Comment (17 September 2021) #29:**

The average lead concentration of the replicate samples (134 mg/kg), the location of DU E4 on the airfield and bordering the flight line (redeveloped land), and the low concentrations of lead in ISM samples collected in the surrounding area (DUs F5, G5, G3, H2 and H4 – all below 80 mg/kg lead), support the conclusion that the DU does not represent a hot spot of lead contamination from

historical skeet range use. Figure 1-3 was renumbered as Figure 1-5, please see the attached RLSO of the RI Report. There were no changes made to the text.

**MassDEP Additional Comment:**

Incremental Sampling Methodology (ISM) is typically used for determining a conservative estimate of the mean concentration of a decision unit. It is not normally used to identify hot spots. Section 3.1.4 of the ITRC Incremental Sampling Methodology (2012) states: *"if applicable regulations or policies call for comparison of an action level to the maximum detected concentration, discrete sampling is typically necessary because ISM provides only an estimate of the mean and cannot be used to estimate the maximum"*. Because this work is comparing results to action levels, the use of ISM data for this comparison is inappropriate.

**13. MassDEP Additional Page-Specific Comment (21 December 2021) #1:**

Because lead shot may be present at shooting ranges and some birds may ingest lead shot in lieu of grit for digestion, an assessment of lead shot risks needs to be undertaken in areas potentially impacted with lead shot. Section 3.2.2.1 of the Draft RI Report indicates that lead pellet density analysis was conducted at four locations on the skeet range. Four samples are an insufficient sample size to assess a 29.3-acre skeet range for the presence and frequency of lead shot.

**AFCEC Response to MassDEP Additional Page-Specific Comment (21 December 2021) #1:**

Please see the response to the MassDEP Additional General Comment #3. The lead shot density analyses were conducted in accordance with the approved RI UFP-QAPP.

**MassDEP Additional Comment:**

The lead shot density analysis method used at this site is contrary to the usual and accepted method to assess lead shot at a trap/skeet range, is inconsistent with approaches used at other similar sites and does not appear to be an effective approach to assess the density of lead pellet shot in surface soils. Please provide a reference or basis as to the use of this approach to appraise lead shot at other sites.

**14. MassDEP Additional Page-Specific Comment (21 December 2021) #2:**

The lead pellet density method used in the Draft RI Report is inappropriate and the pellet density sample size is too small. Re-sampling a portion of the lead drop zone locations using the soil lead shot sampling methodology put forth in the Ecological Risk Assessment for the Patuxent Wildlife Refuge (USFWS, 2004) is recommended. This approach has been applied at several other locations including the Bryant Range at Fort Devens in Ayer, MA. The approach used at these sites included collecting soil from suspected drop/fallout zones and screened for shot counts collected in a 12 in by 12 in area down approximately 1 in into the soil. This approach was used to provide an estimate of lead shot near the surface that could be ingested as grit by birds feeding on the soil surface.

**AFCEC Response to MassDEP Additional Page-Specific Comment (21 December 2021) #2:**

Please see the response to the MassDEP Additional General Comment #3. The lead shot density analyses were conducted in accordance with the approved RI UFP-QAPP.

**MassDEP Additional Comment:**

The lead shot density analysis method used at this site is contrary to the usual and accepted method to assess lead shot at a trap/skeet range, is inconsistent with approaches used at other similar sites and does not appear to be an effective approach to assess the density of lead pellet shot in surface

soils. Please provide a reference or basis as to the use of this approach to appraise lead shot at other sites.

**15. MassDEP Additional Page-Specific Comment (21 December 2021) #4:**

The section references the MassDEP lead shot clean up goal of a range of three to 13 pellets per square foot. However, the approach taken at the MRA collected vertical soil samples at 0-12 in and 12-36 in using hand augers. Typically, sites with lead shot are screened for shot counts by collecting soil samples from a 12 in by 12 in area sample down 1 in below the surface (USFWS, 2004). A soil sample with a 3 in diameter hand auger would provide roughly 30 square inches of the surface versus a square foot (144 in.<sup>2</sup>) of the topsoil typically sampled for lead pellet counts.

**AFCEC Response to MassDEP Additional Page-Specific Comment (21 December 2021) #4:**

Please see the response to the MassDEP Additional General Comment #3. The lead shot density analyses were conducted in accordance with the approved UFP-QAPP.

**MassDEP Additional Comment:**

The lead shot density analysis method used at this site is contrary to the usual and accepted method to assess lead shot at a trap/skeet range, is inconsistent with approaches used at other similar sites and does not appear to be an effective approach to assess the density of lead pellet shot in surface soils. Please provide a reference or basis as to the use of this approach to appraise lead shot at other sites.

**16. MassDEP Additional Page-Specific Comment (21 December 2021) #8:**

In the section there is a discussion about a lead pellet study being conducted in DU L3 from a 100 interval IM sample. The Draft RI Report is not clear if each increment was sieved and screened for shot or if the 100 sample intervals were pooled and then screened for shot. Please clarify. Either way, this is an unusual method to search for lead shot in surface soils.

**AFCEC Response to MassDEP Additional Page-Specific Comment (21 December 2021) #8:**

The text has been revised to clarify "A lead pellet study was also completed in DU L3 from a fourth ISM sample (0-3 in. bgs, 100 intervals), and no lead pellets were identified in the sample." Please see the attached RLSO of the RI Report

**MassDEP Additional Comment:**

The lead shot density analysis method used at this site is contrary to the usual and accepted method to assess lead shot at a trap/skeet range, is inconsistent with approaches used at other similar sites and does not appear to be an effective approach to assess the density of lead pellet shot in surface soils. Please provide a reference or basis as to the use of this approach to appraise lead shot at other sites.

**17. MassDEP Additional Page-Specific Comment (21 December 2021) #9:**

In Chapter 7.1 the report states: "**Exposure Areas D and E are not evaluated because soil data were not generated in these areas.**" However, the Draft RI Report does not provide any reasoning as to why no data was collected in these areas. Data should be collected in these areas to adequately characterize the MRA and properly assess potential risks.

**AFCEC Response to MassDEP Additional Page-Specific Comment (21 December 2021) #9:**

Please see response to MassDEP Additional General Comments #4 and #10.

**MassDEP Additional Comment:**

Please clarify how Decision Units that have not been sampled will be addressed.

**18. MassDEP Additional Page-Specific Comment (21 December 2021) #10:**

The figure shows the division of the lead shot drop zone (red coloring) into thirty-three (33) separate decision units (DUs). Seventeen (17) of the 33-drop zone DUs have been sampled for lead in soil using Incremental Sampling Methods (ISM). Six (6) of 17 DUs have soil lead concentrations that exceed the USEPA Risk Screening Level (RSL) for soil of 200 mg/kg and the MassDEP S-1 Standard (200 mg/kg). It is not clear if any soil sampling was conducted in the remaining sixteen (16) DUs. It is not clear how DUs that have not been sampled will be managed. The Draft RI Report should either (a) justify the assumption that the results from the sampled DUs are also representative of unsampled DUs and explain how the sampling results confirm this assumption, or (b) conduct additional sampling in the unsampled areas.

**AFCEC Response to MassDEP Additional Page-Specific Comment (21 December 2021) #10:**

Please see response to MassDEP Additional General Comment #4.

**MassDEP Additional Comment:**

The response does not provide sufficient information regarding how Decision Units that have not been sampled will be managed. For example, it does not appear that any data has been collected from Decision Unit K1 in exposure area C. Please clarify how this Decision Unit be managed.

**19. MassDEP Additional Page-Specific Comment (21 December 2021) #11:**

The text indicates thirty (30) DUs were sampled and analyzed for lead at the MRA. However, the clay target/PAH and lead shot drop zones include roughly sixty (60) DUs. Therefore, the data collected for the MRA thus far reflects roughly half of the MRA where munitions related materials may have come to be located. This is inadequate characterization for the purposes of assessing risk. This is particularly noteworthy when considering Exposure Area A to the north of the MRA, which consists of twenty-six (26) DUs within either the clay target or lead shot drop zones but there are only data for eight (8) of those 26 DUs. Exposure Area D, which includes Building 120, has no data. Even though Building 120 appears to be beyond the lead drop zone, there should be some data collected in the area because exposures are possible.

**AFCEC Response to MassDEP Additional Page-Specific Comment (21 December 2021) #11:**

Please see response to MassDEP Additional General Comment #4 and Specific Comment #10.

**MassDEP Additional Comment:**

Please clarify how Decision Units that have not been sampled will be addressed.

**20. MassDEP Additional Page-Specific Comment (21 December 2021) #14:**

Field notes provided in Appendix E, page 5780 indicate that lead shot were screened in the 0-12 in horizon and the 12-36 in horizon for all four lead pellet density samples (SS-1/SB-1, SS-2/SB-2, SS-3/SB-3, and SS-4/SB-4). The 0-12 in and the 12-36 in horizons do not reflect the potential exposure of birds to lead shot and is inconsistent with approaches used at other sites that address lead shot ingestion risk. Lead shot assessment should be focused on surface soils because lead shot would not typically be expected to reach soil horizons deeper than six inches (Duggan & Dwahan, 2007).

**AFCEC Response to MassDEP Additional Page-Specific Comment (21 December 2021) #14:**

Please see response to MassDEP Additional General Comment #3.

**MassDEP Additional Comment:**

The lead shot density analysis method used at this site is contrary to the usual and accepted method to assess lead shot at a trap/skeet range, is inconsistent with approaches used at other similar sites and does not appear to be an effective approach to assess the presence or absence of lead shot in a soil sample. Please provide a reference or basis as to the use of this approach to appraise lead shot at other sites.

Please incorporate this letter into the Administrative Record for the Skeet Range MRA at Joint Base Cape Cod. If you have any questions regarding this letter, please contact me at (508) 946-2871.

Sincerely,

A handwritten signature in black ink, appearing to read "L. Pinaud", enclosed within a circular outline.

Leonard J. Pinaud, Chief  
Federal Site Management  
Bureau of Waste Site Cleanup

Ec: Upper Cape Boards of Selectmen  
Upper Cape Boards of Health  
JBCC Cleanup Team  
MassDEP Boston/Southeast Region



**UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE**  
**MAY 12, 2022 MEETING HELD AT THE SCHOOL**  
**220 SANDWICH ROAD, BOURNE, MA 02532**

BOURNE BD OF SELECTMEN  
RCUD 2022 JUN 13 AM 11:05

**PRESENT:** Robert Fichtenmayer, Chair; Ellen Barber; Dominic Cammarano; Thomas Corriveau; Mary Crook; Michael Degan; Christine Marcolini; David P. Sampson; Maryann Smith; Roger Forget; Josh Greeley; Sharon Brito, Recording Secretary.

**ABSENT:** None.

The meeting was called to order at 6:18 p.m. followed by the Pledge of Allegiance to the Flag. Mr. Fichtenmayer announced that the meeting was being recorded via an audio device.

**STUDENT ADVISORY REPRESENTATIVE:** Matthew Wright, a senior in Information Technology from the town of Sandwich, shared with the committee how much he has enjoyed both his time as a student at UCT and his role as the Student Advisory Representative. His younger sister, Kaitlyn, updated the committee on the spring sports teams. Kaitlyn is a freshman in Veterinary Science and will be serving as one of the Student Advisory Representatives going forward.

**STUDENT SPOTLIGHT / CURRICULUM UPDATE:** None.

**PUBLIC PARTICIPATION:** None.

**APPROVAL OF MINUTES:** A motion was made by Ms. Smith, seconded by Mr. Degan, for approval of the minutes of the April 14, 2022 regular meeting. Motion passed unanimously.

**COMMUNICATIONS:** The Superintendent read a letter from Angel Boisvert, Special Education teacher, indicating her intention to resign at the conclusion of the school year as she and her family are moving out of state. He also read a letter from the American Red Cross thanking UCT for the recent donation of funds that was raised during a staff Jeans Day. Finally, he read an email from Parents Supporting Parents thanking the school for their donation of two Adirondack chairs for their recent Mother's Day Auction.

## REPORT OF COMMITTEES:

**Budget** – Mr. Degan reported that the Budget Sub-Committee met on May 3rd and that there are items on tonight's agenda for a vote. The next meeting is scheduled for Tuesday, May 31<sup>st</sup> at 5:00 p.m.

**Land Use** – The Land Use Sub-Committee met on April 26<sup>th</sup> to discuss athletic fields and a potential second means of egress. The sub-committee is scheduled to meet again on May 25<sup>th</sup> at 5:30 p.m.

**Negotiations** – Mr. Forget distributed two draft Unit A memorandums of agreement (one for the current CBA and one for the 2022-2025 CBA) thanking the Negotiations Sub-Committee members for the number of hours they have devoted to the negotiations process. They are nearing the end of the process and hope to ratify at the June School Committee meeting.

**Superintendent Evaluation** – Ms. Crook reported that the sub-committee met on May 10<sup>th</sup> to review the evaluation instrument and the Superintendent's evaluation binder.

TREASURER'S REPORT: Mr. Degan distributed the Treasurer's Report for warrants #44 and #46 highlighting the larger expenditures on the warrants including utilities, cafeteria food, student bussing, health insurance costs, travel costs associated with SkillsUSA, and the purchase of a wheelchair lift and Engineering equipment. He also discussed revenue received from the wind turbine with ConEd and net metering credits from the solar canopies.

SUPERINTENDENT'S REPORT: Mr. Forget reported that he has been working with eight other regional vocational Superintendents regarding an issue where districts were erroneously not billed by the State Retirement Board in 2013, 2014, and 2015. The state is now trying to recoup that money but there is a bill floating to forgive this debt. He reminded the committee that the Evening of Excellence will be held on May 18<sup>th</sup> at 6:30 p.m. Superintendents had a Zoom meeting with the Commissioner of Education last week. Commissioner Riley shared in the meeting that there is a recent rise in the number of COVID cases but it is hoped that districts can finish the school year without any additional safety precautions. Finally, Mr. Forget distributed Standard Operating Procedures that will be given to the Bourne Braves detailing the expectations for their use of the baseball field. Mr. Greeley and John Rogorzinski, Safety and Security Specialist, developed the procedures and Mr. Greeley now sits on the Braves Executive Board and will attend their meetings. Mr. Forget asked the committee to review the document and provide input.

PRINCIPAL'S REPORT: Mr. Greeley adding that he is looking forward to a successful relationship with the Bourne Braves organization. He informed the committee that Senior Night for baseball will take place at tomorrow night's game and the MCAS Mathematics test will take place on May 17<sup>th</sup> and 18<sup>th</sup>. 240 invitations have been sent to families for next week's Evening of Excellence. In a recent survey of the senior class, over 80% feel UCT has a positive school culture with regard to bullying, harassment, drugs and alcohol.

170 students will be attending the Senior Prom this Saturday at the Ridge Club in Sandwich. The Great Escape is planned for May 27<sup>th</sup>. The seniors will have a graduation rehearsal, sign out and then celebrate their final bell with a drive around the campus and down the hill. Students may decorate their cars and invite their families. Sophomores and some staff members will be outside to celebrate the seniors as well. Other senior activities include a harbor cruise in Boston and a Field Day. The Acting Principal informed the committee that Junior Parent Night is taking place tonight which provides parents with information regarding college and career options. Next, he updated the committee on fall admissions stating that 246 students have been accepted for the freshman class, with over 100 on the waiting list. He added that over 400 students have been interviewed and that the applicant pool was very strong this year. Mr. Greeley concluded his report by informing the committee that there are currently 164 students on co-op. The seniors have earned over \$830,000 thus far this year and the juniors have earned \$300,000 for a grand total in earnings of \$1.1 million.

#### NEW BUSINESS:

**2022-2023 Bread Bid Award** – Mr. Degan made a motion, seconded by Ms. Crook, to award the bread bid for the 2022-2023 school year to low bidder, Bimbo Bakeries USA, Inc. Mr. Forget stated that there were three bids received this year and that Bimbo Bakeries has been providing bread products to the school for the past several years and we are pleased with their service. Motion passed unanimously.

**2022-2023 Milk Bid Award** – Mr. Degan made a motion, seconded by Ms. Marcolini, to award the milk bid for the 2022-2023 school year to sole bidder, Garelick Farms, LLC. Motion passed unanimously.

#### **FY22 Budget Transfers –**

- Mr. Forget distributed a memo to the committee that was intended to be included in the meeting mailout. Mr. Degan made a motion, seconded by Ms. Crook, to follow the recommendation of the Budget Sub-Committee to close the Stabilization Wellness (07-03002-0000-00) with a balance of \$4,331.97 and Stabilization Vet Tech (07-03004-0000-00) with a balance of \$87,206.69 and transfer the remaining balances to Stabilization Engineering (07-3005-0000-00) in the amount of \$91,538.66. Motion passed unanimously.
- Mr. Degan made a motion, seconded by Ms. Crook, to follow the recommendation of the Budget Sub-Committee and make the following FY22 budget transfers:

Transfer To:

School Comm. Other                      \$9,000  
 50-1110-0600-00  
 Travel shortfall

Athletic Officials & Fees                      \$15,000  
 50-3510-0400-00  
 Trainer shortfall

Unemployment                      \$15,000  
 50-5100-0600-2  
 FY22 Claims shortfall

Building Insurance                      \$30,000  
 50-5100-0600-00  
 Premiums shortfall

Student Insurance                      \$100  
 50-5100-0600-02  
 Premiums shortfall

Transfer From:

Instruct. Assist                      \$9,000  
 50-2330-0300-00

Coaching                      \$15,000  
 50-3510-0300-00

Instruct. Assist                      \$15,000  
 50-2330-0300-00

Teachers                      \$30,000  
 50-2305-0100-01

Treasurers Bonds                      \$100  
 50-5100-0600-02

Motion passed unanimously.

**Purchase of 77-Passenger Bus** – Mr. Degan made a motion, seconded by Mr. Cammarano, to follow the recommendation of the Budget Sub-Committee and approve the purchase of an Integrated CE S Bus, 77-Passenger, in the amount of \$96,135.00, with funding from the FY22 Transportation Stabilization (\$92,319.87) and FY22 Transportation Supplies (\$3,815.13). Motion passed unanimously. Mr. Forget informed the committee that there is a 1998 Ford E350 van that is part of the school's vehicle fleet but is no longer registered nor is it legal to transport students. The Superintendent was approached by the Bourne Department of Public Works Director as to whether there were any surplus vehicles available as their sign/road safety van would not pass inspection. The Superintendent stated that the Ford E350 van is no longer of use to the district and could serve this purpose for the Department of Public Works. Mr. Corriveau made a motion, seconded by Ms. Crook, to allow the Superintendent to donate the 1998 Ford E350 van, which has been deemed to be surplus and of minimal value to the district, to the Bourne Department of Public Works. Motion passed unanimously.

**Superintendent Evaluation** – Ms. Crook distributed evaluation instruments to the committee along with instructions for completing the evaluation, asking that completed evaluations be returned to Ms. Brito by May 26<sup>th</sup>. She encouraged the members to review the comprehensive evidence binder that is available in the Superintendent's Office.

Mr. Degan made a motion; seconded by Ms. Crook, to adjourn the regular meeting at 7:20 P.M. Motion passed unanimously.

A True Copy Attest

Date: 6-9-2022  
(Seal)

  
Sharon R. Brito, Secretary

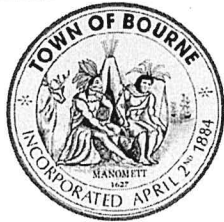
Documents reviewed / referred to:

- 04/14/2022 School Committee Packet
- Letter of Resignation Dated 05/10/2022 from A. Boisvert
- Thank You Letter Dated 04/28/2022 from American Red Cross
- Thank You E-Mail Dated 04/15/2022 from Parents Supporting Parents
- Draft MOAs w/ Unit A (2)
- Treasurer's Notes Dated 05/12/2022
- Bourne Braves Athletic Field Standard Operating Procedures
- Memo Dated 04/4/2022 re: Stabilization Project Closings
- Memo & Evaluation Instrument for Evaluation of the Superintendent



# BOURNE HIGH SCHOOL

GUIDANCE  
DEPARTMENT  
75 WATERHOUSE ROAD  
BOURNE, MA 02532  
508.759.0676



BOURNE BD OF SELECTMEN  
RD 2022 JUN 15 AM 12:28

Kimberly Iannucci  
Guidance Counselors

Donna Cox  
Registrar/Administrative Assistant

June 10, 2022

Taylor's Point Improvement Association  
c/o Mr. Peter Meier  
24 Perry Av  
Buzzards Bay, MA 02532

Dear Taylor's Point Improvement Association,

Michael Carrara of Pocasset and Grace Smalley of Sagamore Beach have been selected as the recipients of the 2022 Taylor's Point Improvement Association Scholarship in the amount of \$250 each.

Grace is a dedicated student who is naturally focused and efficient at everything she does. Grace tends to rise into leadership roles with ease and is an outstanding student and citizen in the Bourne Community. [REDACTED] State University in the fall.

Michael sets his own bar high and he is always rising. His hunger to learn, paired with his positive mindset and approach to life, makes him the type of student that teachers look forward to having in class every day. He has a genuine, palpable desire to better himself and is a distinct leader both in and out of school. [REDACTED] State University in the fall.

On behalf of Grace and Michael, and the guidance staff and administration at Bourne High School, we would like to extend our sincere thanks for your continued generosity.

Sincerely,

Bourne High School  
Guidance Department

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*The Bourne Public Schools mission is to connect individual students to their success; engage the community in new ways to facilitate student achievement; guarantee a relevant, viable curriculum for students; and assure accountability that supports the success of students.*

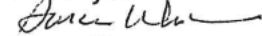
5/10/22

Town of Bourne Board of Selectmen:

I have been on the Conservation Commission since 1985. When covid started and we were doing zoom meetings I stepped down to the alternate position as the technology of reviewing plans at home on computer was not working that well for me.

I have been advised that there will be a full time position on the Commission opening up soon and would like to be considered for this position as I understand in person meetings will be happening soon.

Thank you.



Susan Weston





# TALENT BANK FORM

## ACT NOW- SERVE YOUR COMMUNITY

Town government needs citizens who are willing to give time in the service of their community. The Talent Bank was adopted by the Selectmen, Moderator and Town Administrator as a means of compiling names of interested citizens to serve on a voluntary basis, on boards and committees and working groups. This file is available for use by the public as well as the Moderator, Selectmen and Town Administrator. Talent bank forms are being updated to include categories consistent with the changing needs of the Town. Indicate your preference and return the form to:

### TOWN GOVERNMENT TALENT BANK

c/o Town Administrator,  
24 Perry Avenue  
Buzzards Bay, MA 02532

NAME: Jeffery Larkowski

DATE: 6/16/22

ADDRESS: [REDACTED]

PRECINCT: [REDACTED]

OCCUPATION: Firefighter

TELEPHONE # [REDACTED]

BACKGROUND: Former Chain Dennis Road safety Task force.

Director Cape & Islands Child Passenger Safety program

State Car seat instructor, Firefighter/Paramedic, State Fire Academy Instructor

| Check | AREAS OF INTEREST (LIST ORDER OF PREFERENCE)  |
|-------|---|
|       | AFFORDABLE HOUSING TRUST - provides the Town with many tools to create and preserve affordable housing, including the ability to option, lease, purchase, renovate, and lease out or sell real estate.  |
|       | ZONING BOARD OF APPEALS - The Board of Appeals shall have and exercise all the powers granted to it by Chapters 40A, 40B, and 41 of the General Laws, and by this Bylaw, those powers being to hear and decide applications for Special Permits upon which the Board is empowered to act under this Bylaw; to hear and decide petitions for variances, excluding variances for use; to hear and decide other appeals from any aggrieved person, officer, or board, or the Cape Cod Planning and Economic Development Commission, to issue comprehensive permits as provided by Sections 20-23, Ch.40B, G.L., and in special cases to issue withheld building permits, as provided by Section 81Y, Ch.41, G.L. |
|       | BOARD OF ASSESSORS  |
|       | BARNSTABLE COUNTY COASTAL RESOURCES - is the County's coastal advisory committee, serves as a liaison between towns and the County on coastal issues and is the local governance committee for the Cape Cod region of the Massachusetts Bays Program.   |
|       | BARNSTABLE COUNTY HOME CONSORTIUM - is comprised of 15 communities on Cape Cod. Jurisdiction to receive and disburse HOME funds.  |
|       | BARNSTABLE COUNTY HUMAN RIGHTS COMMISSION - To promote and protect the basic human rights of all persons in Barnstable County   |
|       | BUZZARDS BAY ACTION - The mission of the Buzzards Bay Action Committee is to improve collaboration among watershed municipalities.  |
|       | BY-LAW COMMITTEE - Reviews and also recommends updates or changes to the Town By-laws   |
|       | CABLE ADVISORY COMMITTEE- performs research/makes recommendations for cable license renewal   |
|       | CAPE & VINEYARD ELECTRIC COOPERATIVE - was organized on September 12, 2007. Provides for the establishment of energy cooperatives.  |
|       | CAPE COD COMMISSION - is an agency within Barnstable County regional government, but with its own separate and unique funding source, the Cape Cod Environmental Protection Fund.   |
|       | CAPE COD WATER PROTECTION COLLABORATIVE - to help Cape Cod and Islands towns pay for necessary wastewater infrastructure and water quality remediation projects.  |

|   |   |
|---|---|
|   | CAPE LIGHT COMPACT - mission is to serve our 205,000 customers through the delivery of proven energy efficiency programs, effective consumer advocacy, and renewable competitive electricity supply.  |
|   | CAPITAL OUTLAY COMMITTEE – Reviews requests and makes recommendations to the Town Administrator on large equipment or building projects   |
|   | CHARTER COMPLIANCE COMMITTEE – Hears and adjudicates complaints filed alleging Charter Violations   |
|   | CHARTER REVIEW COMMITTEE –Reviews Charter every five years  |
|   | COMMISSION ON DISABILITIES - cause the integration and participation of people with disabilities; assists municipal officials in ensuring compliance with the ADA and other state/federal laws  |
|   | COMMUNITY ACTION COMMITTEE OF CAPE COD & ISLANDS, INC. - is a private, non-profit organization that provides a variety of services to low-income individuals and families to help them improve the quality of their lives and achieve self-sufficiency.   |
|   | COMMUNITY ENGAGEMENTS - mission is to sponsor and encourage community events, projects, activities, services, programs, and public improvements which are of mutual interest to the visitors and residents of the Town of Bourne, and, which strengthen the Town by fostering community involvement and spirit. The Committee shall create an application for funding and invite organizations or individuals to submit on events or activities that will benefit the Town of Bourne and its citizens. In no event may a Member present a project before the Committee. The committee shall provide quarterly reporting to the Board of Selectmen and Town Administrator.   |
|   | COMMUNITY PRESERVATION COMMITTEE will give preference to proposals Are eligible for Community Preservation Act (CPA) funding according to the requirements described in the CPA legislation; specifically, The acquisition, creation, and preservation of open space. The acquisition, preservation, rehabilitation, and restoration of historic resources. The acquisition, creation, and preservation of land for recreational use. The creation, preservation, and support of community housing (including items such as annual payments to the housing authority to preserve or expand the affordable housing supply). The rehabilitation and restoration of open space, land for recreational use, and community housing that is acquired or created using monies from the fund. |
|   | CONSERVATION COMMISSION- administers the Wetlands Protection Act, Local Wetlands bylaws   |
|   | COUNCIL ON AGING- coordinates programs designed for the needs of aging in coordination with the MA Executive Office of Elder Affairs  |
|   | CULTURAL COUNCIL - reviews applications for local arts and cultural events and awards grant funds received from the MA Cultural Council.  |
|   | DESIGN REVIEW BOARD (DRB)- reviews alterations, including demolitions of properties located within the demarked areas, adopts design guidelines, rules/regulations  |
|   | EDUCATION/SCHOLARSHIP   |
|   | FINANCE COMMITTEE- reports to town meeting on the proposed budget of town manager and any warrant articles having a fiscal impact on the Town.  |
|   | HISTORICAL COMMISSION - caretakers of the Town history.   |
|   | HOUSING PARTNERSHIP - addresses local housing needs through a collaborative effort between local govt., community organizations, banks and the private sector.  |
|   | HUMAN SERVICES - The Committee is charged with recommending policies and potential programs to the Town Administrator related to the delivery of human services to the citizens of Bourne.  |
|   | LANDFILL BUSINESS PROJECT MODEL WORKING GROUP-Make recommendations on long term viability of the Integrated Solid Waste Management Department to the Town Administrator and Selectmen   |
| ✓ | LOCAL EMERGENCY PLANNING COMMITTEE - mission is to provide residents with an emergency response program for hazardous materials incidents, extreme weather, and other high impact events.   |



|   |  |
|---|--|
|   | OPEN SPACE COMMITTEE - was formed in 1999 for the purpose of recommending acquisitions of interest in real property to be owned or managed by the Conservation Commission or other designated nonprofit organization or in the case of interests to acquire sites for future wellhead development for a Water Resource District. |
|   | TASK FORCE ON LOCAL POLLUTION/PHASE II STORMWATER MANAGEMENT COMMUNITY OVERSIGHT PROGRAM - membership shall consist of seven (7) members of the general public, at least two of whom, if possible, shall have a professional background in science, law or engineering.  |
|   | PRIVATE ROADS ACCEPTANCE - On an annual basis we will have to establish a prioritization process to see what roads will be brought before the town for consideration.  |
|   | RECREATION COMMITTEE – Works with the Director of Recreation on long term planning for the recreational needs of the Town  |
|   | RECYCLING - Provide advice and assistance to the Board of Selectmen, the ISWM General Manager and Town residents concerning recycling requirements and procedures. Assist the Board of Selectmen with public education concerning recycling, composting and source reduction.  |
|   | REGISTRAR OF VOTERS - The Board of Registrars responsibilities include registering voters, making local listings of residents, certifying nomination papers and petitions, processing absent voter applications and administering election recounts.   |
|   | SELECTMEN'S ENERGY ADVISORY COMMITTEE - assist the Board of Selectmen on the investigation, research and consideration of siting and utilizing alternative forms of energy for municipal purposes.   |
| ✓ | SOUTH SIDE FIRE STATION BUILDING COMMITTEE - To make recommendations regarding the feasibility, design, siting and construction of new, replacement Fire/EMS station on south side of Cape Cod Canal.  |
|   | SHORE AND HARBOR COMMITTEE – Works on plans, future development and recommends regulatory change and enforcement   |
|   | SPECIAL WORKS OPPORTUNITY PROGRAM - SWOP's mission statement is to provide social opportunities to adults with intellectual disabilities residing in the Town of Bourne. We do this through social settings that foster independence and cultivate respect and support through community involvement.                            |
| ✓ | STREET AND TRAFFIC – Look into the current street lighting.  |
|   | TOWN ADMINISTRATORS ADVISORY COMMITTEE ON PEDESTRIAN BICYCLE PATHWAY - to assist in the creation of a pedestrian and bicycle pathway within the geographic boundaries of the Town of Bourne, connecting with the Shining Sea pathway in Falmouth   |
|   | TRANSPORTATION ADVISORY COMMITTEE - shall have the following responsibilities on transportation-related projects proposed by the town and others and shall include, but not limited to, highways and other roadways, rail services, bus services, shuttle services and transportation facilities.                                |
|   | WASTEWATER ADVISORY COMMITTEE - To serve as advisors to the Town Administrator and Bourne Board of Sewer Commissioners in the areas of public policy and long-range planning as it relates to the implementation of the Comprehensive Wastewater Management Plan.  |
|   | WASTEWATER FACILITY DESIGN AND BUILDING - To serve as advisors to the Town Administrator and Bourne Board of Sewer Commissioners as it prepares the final design, siting and construction of a 100,000 gpd facility within Buzzards Bay.   |
|   | UPPER CAPE REGIONAL TRANSFER STATION - is the body that oversees all operations for the municipally-owned regional solid waste transfer station located on Joint Base Cape Cod (JBCC) in Sandwich.   |
|   | VETERANS GRAVES OFFICER  |
| ✓ | OTHER (please list) <i>Road Traffic Safety Committee</i>   |