

# Board of Selectmen Meeting Notice AGENDA



Date

September 13, 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 in the audience is recording or videotaping, they need to acknowledge such at this time.

**Zoom Meeting ID: 869 5775 5505**

**Password: 529740**

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**

RECEIVED  
2022 SEP -9 AM 11:39  
TOWN CLERK BOURNE

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
7. Selectmen's Business
  - a. Discussion and possible vote to approve the request of L. Palmer of the Penaltybox Foundation to host a 5K run/walk at Buzzards Bay Park on 10.16.22.
  - b. Discussion and possible vote to approve the request of L. DeGregorio to host a flash dance and trick or treating at Buzzards Bay Park and Main Street on 10.22.22.
  - c. Discussion and possible vote to approve the request of D. McCormack of the Buzzards Bay Eagles to hold their annual canal walk and fundraiser at Buzzards Bay Park on 05.20.23.
  - d. Discussion and possible vote to reduce the size of the Human Services Committee.
  - e. Update by Jerry Hill re: Calamar status.

- f. Update & Discussion – preexisting soil contamination at the Community Building and recommended mitigation.
- g. Bourne Basketball Association's correspondence of August 19, 2022.
- h. Selectmen's letter re: discharge of radioactive water from Pilgrim Nuclear Power Station.
- i. Discussion of the 1<sup>st</sup> draft of the October 24, 2022 Town Meeting Warrant.
- j. Vote to declare an unused diesel generator located at Town Hall, and the decommissioned fuel tanks at the old Police Station as surplus property, and transfer custody from general government to ISWM.

8. Town Administrator Report

- a. Appointment of Brandon Esip as Police Chief, effective September 15, 2022.
- b. Hoxie School RFP.

9. Minutes: 08/02/21; 07/05/22; 07/19/22; 07/26/22; 08/16/22; 08/30/22

10. Correspondence

11. Committee Reports

12. Other Business

13. Upcoming meetings – September 20, October 4.

14. Adjourn

**Board of Selectmen  
Minutes of Tuesday, September 13, 2022  
Bourne Veterans' Community Center – Rm 2  
Buzzards Bay, MA**

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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

RECEIVED  
2022 OCT 13 AM 9:59  
TOWN CLERK BOURNE

Others: Michel Rausch (virtual), Alexandra Rubin (virtual), Mark (virtual), Larry Palmer (virtual), Lauren DeGregorio, Donna McCormack, Jim McCormack, Debbie Oliviere, Tim Lydon, Al Hanscom, Mark Dennen, Billy Macuch, and Joe Gordon.

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**Zoom Meeting ID: 869 5775 5505    Password: 529740**

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**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.**

Chair Meier said that regarding Executive Session, due to client/attorney privilege, they will not be disclosing any decisions made this evening.

- 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** – 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** - None
- 7. Selectmen's Business**
- a. Discussion and possible vote to approve the request of L. Palmer of the Penaltybox Foundation to host a 5K run/walk at Buzzards Bay Park on 10.16.22.
  - b. Discussion and possible vote to approve the request of L. DeGregorio to host a flash dance and trick or treating at Buzzards Bay Park and Main Street on 10.22.22.
  - c. Discussion and possible vote to approve the request of D. McCormack of the Buzzards Bay Eagles to hold their annual canal walk and fundraiser at Buzzards Bay Park on 05.23.23.
  - d. Discussion and possible vote to reduce the size of the Human Services Committee.
  - e. Update by Jerry Hill re: Calamar status.
  - f. Update & Discussion – preexisting soil contamination at the Community Building and recommended mitigation.
  - g. Bourne Basketball Association's correspondence of August 19, 2022.
  - h. Selectmen's letter re: discharge of radioactive water from Pilgrim Nuclear Power Station.
  - i. Discussion of the 1<sup>st</sup> draft of the October 24, 2022, Town Meeting Warrant.
  - j. Vote to declare an unused diesel generator located at Town Hall, and the decommissioned fuel tanks at the old Police Station as surplus property, and transfer custody from general government to ISWM.
- 7.a. Discussion and possible vote to approve the request of L. Palmer of the Penaltybox Foundation to host a 5K run/walk at Buzzards Bay Park on 10.16.22.**
- Larry Palmer said that Penaltybox Foundation is a charitable foundation that is currently battling youth suicide and trying to make mental health awareness a priority. He said they are requesting to use the canal and Buzzards Bay Park for a 5K run/walk and they will be respectful of the spaces and leave everything in the same condition that they started with.
- Ms. McCollem said that everything is in order.
- Voted:** Mary Jane Mastrangelo moved, and Judith Froman seconded to approve the application of the Penaltybox Foundation, Lawrence Palmer, organizer, for a 5K run/walk on October 16, 2022, from 6 am to noon at the Buzzards Bay Park, as conditioned by the DPW and Recreation Department comments.
- Vote:** 5-0-0.
- 7.b. Discussion and possible vote to approve the request of L. DeGregorio to host a flash dance and trick or treating at Buzzards Bay Park and Main Street on 10.22.22.**



Lauren DeGregorio, a resident of Bourne, said that she is a retired Pre-K teacher and a local artist, and she would like to continue working with youth and wants to give back to the community, mostly free of charge. She said that Studio 721 and Center Stage Dance Academy will practice this dance and would like to release the video online. She said they will have 1 month to practice. She reached out to local businesses, and they are interested.

Ms. McCollem said that everything is in order

**Voted:** Jared MacDonald moved, and Mary Jane Mastrangelo seconded to approve the application of Oplaysis Designs, Lauren DeGregorio, organizer, for a flash dance and trick-or-treat event on October 22, 2022, from 10 to 11:30 am at the Buzzards Bay Park, as conditioned by the Police Department and DPW.

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

**7.c. Discussion and possible vote to approve the request of D. McCormack of the Buzzards Bay Eagles to hold their annual canal walk and fundraiser at Buzzards Bay Park on 05.23.23.**

Donna McCormack first thanked the Board for their support of their annual canal walk last May for the Joe Andruzzi Foundation. They raised \$19,000.00 for the foundation, and together with their other clubs in Massachusetts, they presented a check to his foundation in the amount of \$85,000.00. This year they will be partnering with Ron Hoffman and Compassionate Care, ALS, to do another walk and they would like to reserve the date of May 20, 2023.

**Voted:** Melissa Ferretti moved, and Judith Froman seconded to approve the application of the Buzzards Bay Eagles, Donna McCormack, organizer, for a canal walk fundraiser on May 20, 2023, at the Buzzards Bay Park, as conditioned by the Health Department, Recreation Department, and Fire Department comments.

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

**7.d. Discussion and possible vote to reduce the size of the Human Services Committee.**

Debbie Oliviere, Co-Chair of the Human Services Committee, said that in 2019 it was voted to increase the members at large of the committee from 4 to 6. She said that they have a difficult time getting a quorum.

**Voted:** Mary Jane Mastrangelo moved, and Jared MacDonald seconded to approve the request of the Council on Aging to reduce the size of the Human Services Committee from 6 at-large members to 4 at-large members.

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

**7.e. Update by Jerry Hill re: Calamar status.**

Chair Meier said that a letter was received earlier in the day stating that he is unable to attend this meeting.

**7.f. Update & Discussion – preexisting soil contamination at the Community Building and recommended mitigation.**

Town Administrator Marlene McCollem said that they went to Special Town Meeting in May for some funding to conduct some analysis of the situation. She said that the consultants, Pare Corporation are here, and Town Counsel is on the meeting by Zoom.

Al Hanscom, Vice President of Pare Corporation, set up a board with a drawing of the building and gave out handouts of it as well. He said that he is a licensed site professional, and went through a licensing process through Mass DEP. He said he is responsible, as DEP employees are, for the implementation of environmental regulations in Massachusetts, specifically the Massachusetts Contingency plan which governs releases of oil and hazardous materials to the subsurface.

Mr. Hanscom said that earlier this year, Bourne received a downgrade in property status notice from Mass DEP that the Town owned property that was responsible for the migration of gasoline to the Coastal Motors property. He explained what was done to prevent vapors and other hazardous materials to infiltrate the building when the Community Center was built in 2005. He talked about their findings and what their solutions are to mitigate risk.

Mr. Hanscom recommends that the Town allow him to do some soil gas readings at two locations in each of two neighboring buildings. Chair Meier said permission will be needed to do the readings by the property owners, and Ms. McCollem said that if the Board approves tonight, they will reach out to the property owners for their permission and access agreements to go on their property. Mr. Hanscom said that they previously received permission from the owner of Coastal Motors, and they will be sharing the results of their testing there with the Town tomorrow.

Mr. Hanscom also said that they feel that they would be better off using chemical oxidation to oxidize the contamination of the groundwater underneath the ground. He said that they have developed a schedule and some cost estimates. Chair Meier asked if it would satisfy DEP. Mr. Hanscom said that yes, it will address the DEP issues.

Mark Denin of Monument Beach asked some questions regarding the ownership of Coastal Motors and wanted to know how the issues at Coastal Motors were brought to the attention of the Town and to DEP. He inquired about how long the contamination has been there. Mr. Hanscom told him that other consultants and Pare Corporation have done significant research around the area and on other sources of contamination that might be leading to this. He said they have all concluded that that is the likely source of ongoing contamination. He said that there were two 1500-gallon underground storage tanks removed when the Community Center was built, and both tanks were confirmed to be leaking. He said that it is a significant smoking gun that was found here.

**Voted:** Judith Froman moved, and Jared MacDonald seconded to continue with the described plan of action to clean up the soil contamination at the Bourne Community Building and to further utilize ARPA funds for the project costs.

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

**7.g. Bourne Basketball Association's correspondence of August 19, 2022.**

Chair Meier said that there was a letter emailed to the Board on a Friday afternoon and the normal protocol for correspondence is that they are read into the record at Board of Selectmen meetings and this email was written about in the newspaper before it was read at a Board meeting. The reason for this is during a conversation that Chair Meier had with an individual from one of the print media, he was asked if anything interesting was going on, and Chair Meier said this just came across, and he emailed him a copy of the letter, and then it was made into an article. He said that while he does not regret sending the letter, he does have some concerns about what was in the letter.

Billy Macuch said he is a member of a 5-member board of the Bourne Basketball Association. He said that regarding the newspaper, they did get a call and said that they had no comment, and it was not their intention to have it play out in the newspaper as it did. He said that since the article came out, they have talked to Krissanne Caron, the Recreation Director, about talking about working together and doing what is best for youth sports in the Town, specifically basketball.

Mr. Macuch said that they are a nonprofit organization, and they are looking to get more athletes playing basketball in the Town. They started during the pandemic when the Town was not able to run as many programs as they usually do. They put the program together quickly, focusing on skills and drills, and had 126 participants last year for a 10-week program. Due to their success, they would like to expand the program, and part of the expansion is to separate boys and girls. He said they have started to bring in the varsity basketball players from both high schools in Town to help.

Mr. Macuch said that their biggest issue is the lack of resources, and they are hoping to reduce costs as much as possible for the athletes by utilizing the gymnasiums in Town. They are predicting that there may be around 300 athletes in their league. He said he is hoping to induce more of a sense of pride in Bourne for the young athletes and open the door for young girls to be able to play sports as young boys already can.

Chair Meier said that he thinks this should be directed to the Recreation Committee. He thinks that this program could be good for the Town and could be a start for other sports in Town. Judith Froman asked that the correspondence gets on the agenda for the Board of Selectmen. She said that they are working on a process and will be getting the information out there as they solidify the process. She said that they should go to the Recreation Committee and then they can bring the proposal before the Select Board.

Chair Meier asked Ms. McCollem if there is a way to set the policy that preferential treatment is given to Town programs first. She said that is something that the Select Board should ask the Recreation Committee to look at and advise. Ms. McCollem also said that the request is to have the Recreation Center forego its SWISH program which is a program that is budgeted, funded, staffed, and scheduled by the Town of Bourne. She said that foregoing this program is outsourcing union work. This program has been run by Town Staff for 10 years. She said that there is room for cooperation and things cannot be immediate as bargaining is a process and can take time.

Mr. Macuch said he understood what Ms. McCollem said and he said that they just want to run their league, and they just do not want to have 2 leagues in Town and to have to run against the Town's league and they want to do the best for the people in Town. There was some discussion about budgeting and registration fees and policies.

Ms. Froman said that the Community Engagement Committee may have some resources to help fray some costs through a grant process that is in place. She said they are meeting next week. Mary Jane Mastrangelo said that she was not sure what the Recreation Committee would do other than making a recommendation on the SWISH program, as this program has nothing to do with them. Ms. McCollem said that if there was going to be any policy regarding who gets first preference of courts, then it would go to the Recreation Committee and she said that part of their request was that the Town stop running their program, which also needs discussion with the Recreation Committee.

Joe Gordon, Chairman of the Trustees to the Veteran's Memorial Community Building, asked that when the discussions regarding policy regarding prioritization of the building that the Trustees be notified and they request to have a seat at the table. There was more discussion about the SWISH program and what the Town should focus on.

**Voted:** Mary Jane Mastrangelo moved, and Jared MacDonald seconded that the Board of Selectmen request that the Recreation Committee review the SWISH program as well as other recreation programs and determine if these are the priority programs for the Recreation Department or if they suggest that other programs should be our priorities.

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

**7.h. Selectmen's letter re: discharge of radioactive water from Pilgrim Nuclear Power Station.**

Chair Meier said that a draft letter is in the packet and asked for feedback on the letter. Ms. McCollem said that this letter is drafted strictly on the non-binding vote from the last Town election in May and it is pulled word by word from the ballot, and she said that if there are to be any changes, she wants them to come from the Board.

Melissa Ferretti said that she thought that indigenous or native people could be added to the section where it says, "whereas Cape Cod Bay provides a vital livelihood for the fishermen and the tourist industry". Ms. Mastrangelo said that this letter talks about the vote, and it isn't in the vote, so the Board has an obligation to stick to the ballot. There was some discussion on how indigenous people could be added to the letter. Ms. McCollem said she will change the introductory paragraph to add indigenous people.

**7.i. Discussion of the 1<sup>st</sup> draft of October 24, 2022, Town Meeting Warrant.**

Chair Meier said there are 20 articles on the warrant for Town Meeting. Ms. McCollem said it is the first draft and it has been shared with the Finance Committee and they are working with Capital for capital requests. She wants to know if there is any strong feedback on any of the articles. Chair Meier said that the private petition, article 20, is about the Calamar project and Town residents have signed a petition. Ms. McCollem said it will be a hearing before the Planning Board.

**7.j. Vote to declare an unused diesel generator located at Town Hall, and the decommissioned fuel tanks at the old Police Station as surplus property, and transfer custody from general government to ISWM.**

Ms. McCollem said that there are a couple of items that are not being used currently and ISWM can use them.

**Voted:** Mary Jane Mastrangelo moved, and Judith Froman seconded to surplus the unused diesel generator at Town Hall and the decommissioned fuel tanks at the former Police Station as general government property, and transfer custody to ISWM.

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

**8. Town Administrator Report**

**a. Appointment of Brandon Esip as Police Chief, effective September 15, 2022.**

**b. Hoxie School RFP.**

**8.a. Appointment of Brandon Esip as Police Chief, effective September 15, 2022.**

Ms. McCollem said that they have been through an extensive process with a lot of discussion and negotiations, and she is pleased to report that they have reached terms, and she has provided notice that effective Monday, September 15<sup>th</sup>, Brandon Esip will be appointed as the Police Chief. There will be a swearing-in at 2:15 on that day with the Town Clerk, Barry Johnson at the Police Station.

**8.b. Hoxie School RFP.**

Ms. McCollem said that the RFP has been finalized. She asked if anyone on the Board would like to serve on the review team, and Chair Meier said that he would.

Ms. McCollem also wanted to thank the Finance Department for their work on getting the certified Free Cash numbers so early, well in advance of the Town Meeting, which is very helpful. She said that General Fund Free Cash has been certified at \$9,493,947.00.

Ms. McCollem also said that the Fire Station RFQ for Designers, Architects, and Engineers has been developed, and will be posted in the Central Register tomorrow. The same process that was used for the OPM will be used for this RFQ.

Ms. McCollem also said that she will be asking for some agenda time, sometime in the next 2 weeks, for a plan for Facilities. She would like to talk to them about organizing Facilities under an Assistant Town Administrator and be supported by the administrative clerical staff in the Town Administrator's office.

**9. Minutes: 08/02/21; 07/05/22; 07/19/22; 07/26/22; 08/16/22; 08/30/22.**

Ms. McCollem asked that they hold off on voting on the minutes from 7/19/22.

**Voted:** Jared MacDonald moved, and Judith Froman seconded to approve the minutes of August 2<sup>nd</sup>, 2021.

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

**Voted:** Jared MacDonald moved, and Melissa Ferretti seconded to approve the minutes of July 5<sup>th</sup>, 2022.

**Vote:** 4-0-1. Judith Froman abstained.

**Voted:** Judith Froman moved, and Jared MacDonald seconded to approve the minutes of July 26<sup>th</sup>, 2022.

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

**Voted:** Judith Froman moved, and Jared MacDonald seconded to approve the minutes of August 16<sup>th</sup>, 2022.

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

**Voted:** Judith Froman moved, and Jared MacDonald seconded to approve the minutes of August 30<sup>th</sup>, 2022.

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

## **10. Correspondence**

Clerk Melissa Ferretti read aloud the correspondence:

- 2 Letters from DEP.
- Talent Bank Form from J. Detale for COA.
- Letter of resignation from the Energy Advisory Committee from J. Marks.
- Email from P. Blooman regarding 416 Barlows Landing Road.
- Mass Maritime Academy property purchases.

These are all on the Town's website.

## **11. Committee Reports**

Chair Meier said that last Wednesday the Affordable Housing Trust met with Vinny Michienzi. Mr. Michienzi is looking to do 2 40b's – one at 9 Sandwich Road and the other is on Shore Road, just past the VFW on the right-hand side. He said there would be about 40 affordable units potentially between both locations.

Ms. Froman said that she has the Roadway Safety meeting tomorrow and the Community Engagements meeting next week.

There was a brief discussion about the traffic light at the rotary near CVS. Also, Ms. Ferretti said she has been attending the Joint Base Cape Cod meetings with George Slade as she is the alternate.

## **12. Other Business – None.**

## **13. Upcoming Meetings – September 20, October 4.**



**14. Adjourn**

**Voted:** Melissa Ferretti moved, and Mary Jane Mastrangelo seconded to adjourn.

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

This meeting of the Bourne Board of Selectmen was adjourned at 9:03 PM.

Respectfully Submitted,

Kim Johnson, Recording Secretary



**EA-22-25**

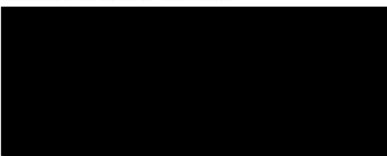
Use of Town Property Event Application

**Status:** Active

**Date Created:** Aug 23, 2022

**Applicant**

Lawrence Palmer



**Primary Contact Information**

**Name**

Lawrence Palmer

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

Penaltybox Foundation

**Mailing Address**



**Cell Phone No.**



**Email**



**Event Information**

**Organization/Individual Hosting the event**

Penaltybox Foundation (Lawrence Palmer - Race Director)

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

501c3 non-profit

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

5K Run / Walk

**Location of Event**

Buzzards Bay Park - Pavillion

**Date(s) of Event**

10/16/2022

**Set up/Clean up Dates**

10/16/2022

**Hours (start and end times)**

0600-1200

**Total Attendance Expected**

300

**Description of Event**

a 5K run / walk along the Canal North Service Road, beginning and ending at Buzzards Bay Park to raise money benefitting the awareness & prevention of youth suicide through the Penaltybox Foundation. USACE permits have been applied for and approved. Penaltybox Foundation is insured for this event and all USACE and Town of Bourne rules and regulations will be enthusiastically followed. Event will be staffed entirely by non-profit and student volunteers, however the Race Director is very experienced including organizing several events at this location.

**Will admission be charged?**

Yes

**Is event open to the public?**

Yes

**Will your event impact parking?**

--

**Will your event impact traffic?**

--

**Any event that will impact parking or traffic must reach out to the Police Department four weeks prior to event.**

**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.**

**Will you be holding a raffle?**

No

**Only a non profit organization who has been organized and functioning in the Commonwealth of Massachusetts for two years can hold a raffle. A separate Raffle Permit from the Clerk's Office is required.**

**Use of Electricity/generators?**

Yes

**If Yes for what purpose**

music, timing system & computers

**Will you require portable toilets?**

Yes

**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

Lawrence E Palmer

08/23/2022

### Signature

### Signature

Lawrence E Palmer

08/23/2022



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/23/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

**PRODUCER**

Foresite Sports, Inc.  
DBA: Eventsured  
24 S. Newtown Street Road  
Newtown Square, PA 19073

CONTACT NAME: Eventsured Customer Service

PHONE (A/C, No, Ext): 888-882-5902

FAX (A/C, No):

E-MAIL ADDRESS: info@eventsured.com

**INSURER(S) AFFORDING COVERAGE**

NAIC #

INSURER A: Houston Casualty Company

42374

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

**INSURED**

Penaltybox Foundation  
Lawrence Palmer  
20 Carter St  
Tewksbury, MA 01876

**COVERAGES**

CERTIFICATE NUMBER: TM252121

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	Y	H21SE00006/TM252121	10/16/2022 12:01AM	10/17/2022 2:01AM	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person) \$ 5,000
						PERSONAL & ADV INJURY \$ 1,000,000
						GENERAL AGGREGATE \$ 2,000,000
						PRODUCTS - COMP/OP AGG \$ 1,000,000
						DEDUCTIBLE \$ 0
	GEN'L AGGREGATE LIMIT APPLIES PER:					
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					
						AUTOMOBILE LIABILITY
	ANY AUTO					BODILY INJURY (Per person) \$
	ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per accident) \$
	HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS				PROPERTY DAMAGE (Per accident) \$
						\$
	UMBRELLA LIAB	<input type="checkbox"/> OCCUR				EACH OCCURRENCE \$
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE				AGGREGATE \$
	DED	RETENTIONS				\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N				WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES** (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Additional Insureds must be venue managers or municipalities and are added with respect to our insureds operations only. Waiver of Subrogation (WOS) and Primary & Non-Contributory (PNC) wording applies only when coverage is purchased by the insured, required by written contract and as indicated below. This coverage is with respect to the Running Events (5K, 8K, & 10K) to be held on 10/16/2022 - 10/16/2022 with 300 attendees at Cape Cod Canal Service Road 33 Canal Service Road Bourne, MA 02532. Additional Insureds include: Cape Cod Canal Service Road 33 Canal Service Road Bourne, MA 02532; US Army Corps of Engineers / Town of Bourne.

**CERTIFICATE HOLDER**

Cape Cod Canal Service Road  
33 Canal Service Road  
Bourne MA, 02532

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



Town of Bourne, MA

09/08/2022

EA-22-25

## DPW Comments

Use of Town Property Event Application

**Status:** Complete

**Became Active:** 08/24/2022

**Assignee:** Matthew Quinn

**Completed:** 08/25/2022

### Applicant

Lawrence Palmer

### Comments

Matthew Quinn, Aug 25, 2022 at 8:06am

All set. We ask that you carry in carry out all rubbish. And keep park clean. Thank you.





EA-22-25

## Recreation Department Comments

Use of Town Property Event Application

**Status:** Complete

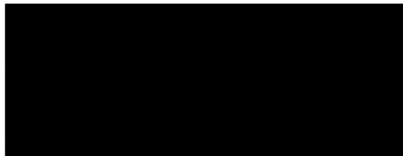
**Became Active:** 08/24/2022

**Assignee:** Kathryn Matthews

**Completed:** 09/08/2022

### Applicant

Lawrence Palmer



### Comments

Kathryn Matthews, Sep 8, 2022 at 1:39pm

Applicant must receive permission from Army Corps of Engineers for use of parking and facilities.

<https://www.nae.usace.army.mil/Portals/74/docs/Recreation/CCC/2019Rec/CCC-SpecialEventPermitApplication2019.pdf>  
(<https://www.nae.usace.army.mil/Portals/74/docs/Recreation/CCC/2019Rec/CCC-SpecialEventPermitApplication2019.pdf>)



## EA-22-25

## Use of Town Property Event Application

Status: Active

Date Created: Aug 23, 2022

## Timeline

Label	Status	Activated	Completed	Assignee	Due Date
✓ Application Content and Attachments	Complete	Aug 23, 2022 at 4:49 pm	Aug 24, 2022 at 10:30 am	Maria Simone	-
✓ Town Planner Comments	Complete	Aug 24, 2022 at 10:31 am	Aug 24, 2022 at 10:35 am	Tracy Sullivan	-
✓ DNR Comments	Complete	Aug 24, 2022 at 10:31 am	Aug 24, 2022 at 10:44 am	Christopher Southwood	-
✓ Building Inspector Comments	Complete	Aug 24, 2022 at 10:31 am	Aug 24, 2022 at 11:11 am	Ann Gutterson	-
✓ Sewer Commissioner Comments	Complete	Aug 24, 2022 at 10:31 am	Aug 24, 2022 at 11:42 am	Maria Simone	-
✓ Health Agent Comments	Complete	Aug 24, 2022 at 10:31 am	Aug 24, 2022 at 12:20 pm	Kaitlyn Shea	-
✓ Fire Department Comments	Complete	Aug 24, 2022 at 10:31 am	Aug 24, 2022 at 1:07 pm	David Pelonzi	-
✓ Engineering Department Comments	Complete	Aug 24, 2022 at 10:31 am	Aug 24, 2022 at 4:20 pm	Tim Lydon	-
✓ DPW Comments	Complete	Aug 24, 2022 at 10:31 am	Aug 25, 2022 at 8:06 am	Matthew Quinn	-
✓ Conservation Agent Comments	Complete	Aug 24, 2022 at 10:31 am	Aug 29, 2022 at 11:57 am	Stephanie Fitch	-
✓ Police Department Comments	Complete	Aug 24, 2022 at 10:31 am	Aug 30, 2022 at 1:20 pm	Brandon Esip	-
✓ Town Collector's Comments	Complete	Aug 24, 2022 at 10:31 am	Sep 7, 2022 at 3:15 pm	Town Collector	-
✓ Town Clerk's Comments	Complete	Aug 24, 2022 at 10:31 am	Sep 8, 2022 at 11:25 am	Maria Simone	-
✓ Recreation Department Comments	Complete	Aug 24, 2022 at 10:31 am	Sep 8, 2022 at 1:39 pm	Kathryn Matthews	-
✓ Town Administrator's Comments	Complete	Sep 8, 2022 at 1:39 pm	Sep 8, 2022 at 2:10 pm	Maria Simone	-
✓ Board of Selectmen Vote	Active	Sep 8, 2022 at 2:10 pm	-	-	-
📄 Temporary Event Permit Issued	Inactive	-	-	-	-



**EA-22-22**

Use of Town Property Event Application

**Status:** Active

**Date Created:** Aug 6, 2022

**Applicant**

Lauren DeGregorio



**Primary Contact Information**

**Name**

Lauren DeGregorio

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

Oplaysis Designs

**Mailing Address**



**Cell Phone No.**



**Email**



**Event Information**

**Organization/Individual Hosting the event**

Oplaysis Designs

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

--

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

Community Gathering/Business Advertising

**Location of Event**

Buzzards Bay Park -Gazebo

**Date(s) of Event**

10/22/2022

**Set up/Clean up Dates**

--

**Hours (start and end times)**

10am-11:30a

**Total Attendance Expected**

100

**Description of Event**

Community Flash Dance (led by Studio 721) followed by Main Street Trick or Treating

**Will admission be charged?**

No

**Is event open to the public?**

Yes

**Will your event impact parking?**

--

**Will your event impact traffic?**

--

**Any event that will impact parking or traffic must reach out to the Police Department four weeks prior to event.**

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

No

**Will there be food?**

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

**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.**

**Will you be holding a raffle?**

No

**Only a non profit organization who has been organized and functioning in the Commonwealth of Massachusetts for two years can hold a raffle. A separate Raffle Permit from the Clerk's Office is required.**

**Use of Electricity/generators?**

Yes

**If Yes for what purpose**

Music

**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**

Lauren DeGregorio  
08/06/2022

### **Signature**

### **Signature**

Lauren DeGregorio  
08/06/2022



EA-22-22

## Police Department Comments

Use of Town Property Event Application

**Status:** Complete

**Became Active:** 08/11/2022

**Assignee:** Brandon Esip

**Completed:** 08/12/2022

### Applicant

Lauren DeGregorio



### Comments

**Brandon Esip, Aug 11, 2022 at 5:57pm**

Is the flash dance expected to remain completely within the park and how the trick or treating on Main St is being planned. Additionally, will the entire group of approximately 100 people be crossing Main Street at one location all at once, at multiple locations, or at multiple times?

**Lauren DeGregorio, Aug 11, 2022 at 8:07pm**

Hi, thankyou for your questions, I appreciate, and understand your concerns. So the way I've planned out is, yes, the flash dance remains solely in the Park near the gazebo. Afterwards, I will have the kids and families complete a full lap (costume parade) around the circle, in order to slowly stagger groups out safely. They are then invited to head towards Mics, National Marine Life Center, down to the new country store, and cross over if they desire to reroute back up the other side of participating businesses. I have corralled large groups before, running the scouts for Bourne ;) and am very aware of the most recent and very unfortunate events, I will be more than happy to emphasize to the families the importance of road crossing safety. If you have suggestions or input, I'm all ears. Safety is always first and foremost. Thankyou, as always, for your time and service.  
Lauren D

**Brandon Esip, Aug 12, 2022 at 3:51pm**

Please coordinate the day of the event with the patrol officer that will be stopping by the event and assisting with the crosswalk in the area of the Old Country Store & Emporium. Due to the short expected duration of the event, it will not be necessary to hire a detail officer.





Town of Bourne, MA

09/08/2022

EA-22-22

## DPW Comments

Use of Town Property Event Application

**Status:** Complete

**Became Active:** 08/11/2022

**Assignee:** Matthew Quinn

**Completed:** 08/15/2022

### Applicant

Lauren DeGregorio



### Comments

Matthew Quinn, Aug 15, 2022 at 1:30pm

We ask you leave park clean. And any rubbish you carry out.

Lauren DeGregorio, Aug 15, 2022 at 2:12pm

Understood, thankyou.



## EA-22-22

## Use of Town Property Event Application

Status: Active

Date Created: Aug 6, 2022

## Timeline

Label	Status	Activated	Completed	Assignee	Due Date
✓ Application Content and Attachments	Complete	Aug 6, 2022 at 10:33 pm	Aug 11, 2022 at 1:27 pm	Maria Simone	-
✓ Health Agent Comments	Complete	Aug 11, 2022 at 1:27 pm	Aug 11, 2022 at 1:35 pm	Kaitlyn Shea	-
✓ Fire Department Comments	Complete	Aug 11, 2022 at 1:27 pm	Aug 11, 2022 at 1:55 pm	David Pelonzi	-
✓ Recreation Department Comments	Complete	Aug 11, 2022 at 1:27 pm	Aug 11, 2022 at 3:03 pm	Krissanne Caron	-
✓ Town Planner Comments	Complete	Aug 11, 2022 at 1:27 pm	Aug 11, 2022 at 3:08 pm	Tracy Sullivan	-
✓ Town Collector's Comments	Complete	Aug 11, 2022 at 1:27 pm	Aug 11, 2022 at 3:46 pm	Town Collector	-
✓ Engineering Department Comments	Complete	Aug 11, 2022 at 1:27 pm	Aug 11, 2022 at 4:13 pm	Tim Lydon	-
✓ Police Department Comments	Complete	Aug 11, 2022 at 1:27 pm	Aug 12, 2022 at 3:51 pm	Brandon Esip	-
✓ Conservation Agent Comments	Complete	Aug 11, 2022 at 1:27 pm	Aug 12, 2022 at 4:25 pm	Stephanie Fitch	-
✓ Building Inspector Comments	Complete	Aug 11, 2022 at 1:27 pm	Aug 15, 2022 at 8:21 am	Ann Gutterson	-
✓ Sewer Commissioner Comments	Complete	Aug 11, 2022 at 1:27 pm	Aug 15, 2022 at 11:45 am	Maria Simone	-
✓ DPW Comments	Complete	Aug 11, 2022 at 1:27 pm	Aug 15, 2022 at 1:30 pm	Matthew Quinn	-
✓ DNR Comments	Complete	Aug 11, 2022 at 1:27 pm	Aug 22, 2022 at 11:28 am	Christopher Southwood	-
✓ Town Clerk's Comments	Complete	Aug 11, 2022 at 1:27 pm	Sep 8, 2022 at 11:23 am	Maria Simone	-
✓ Town Administrator's Comments	Complete	Sep 8, 2022 at 11:23 am	Sep 8, 2022 at 11:24 am	Maria Simone	-
✓ Board of Selectmen Vote	Active	Sep 8, 2022 at 11:24 am	-	-	-
📄 Temporary Event Permit Issued	Inactive	-	-	-	-



## EA-22-16

### Use of Town Property Event Application

**Status:** Active

**Date Created:** Jul 6, 2022

#### Applicant

Donna McCormack

#### Primary Contact Information

**Name**

Donna McCormack

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

Buzzards Bay Eagles Aerie # 3741

**Mailing Address**

**Cell Phone No.**

**Email**

buzzardsbayeaglescanalwalk@gmail.com

#### Event Information

**Organization/Individual Hosting the event**

Buzzards Bay Eagles Aerie #3741

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

501C3 Not For Profit

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

Canal Walk

**Location of Event**

Buzzards Bay Park - Pavillion

**Date(s) of Event**

May 20th, 2023

**Set up/Clean up Dates**

set up 5.20.23- 7-10 am Clean up same day 4-5 pm

**Hours (start and end times)**

10-4

**Total Attendance Expected**

100

**Description of Event**

Canal Walk Fundraiser w/ food trucks, vendors & music

**Will admission be charged?**

No

**Is event open to the public?**

Yes

**Will your event impact parking?**

--

**Will your event impact traffic?**

---

**Any event that will impact parking or traffic must reach out to the Police Department four weeks prior to event.**

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

Yes - **No longer serving alcohol**

**Will there be food?**

Yes

**Describe type of food**

Food Trucks

**Describe type(s) of Vendors**

local crafters

**Will there be vendors?**

Yes

**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.**

**Will you be holding a raffle?**

--

**Only a non profit organization who has been organized and functioning in the Commonwealth of Massachusetts for two years can hold a raffle. A separate Raffle Permit from the Clerk's Office is required.**

**Use of Electricity/generators?**

Yes

**If Yes for what purpose**

Gazebo for music

**Will you require portable toilets?**

Yes

**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**

Donna McCormack  
07/06/2022

### **Signature**

### **Signature**

Donna McCormack  
07/06/2022



Town of Bourne, MA

09/08/2022

EA-22-16

## Health Agent Comments

Use of Town Property Event Application

**Status:** Complete

**Became Active:** 07/13/2022

**Assignee:** Kaitlyn Shea

**Completed:** 07/13/2022

### Applicant

Donna McCormack

### Comments

Kaitlyn Shea, Jul 13, 2022 at 9:51am

Please have all food trucks not licensed with the Town of Bourne apply for the appropriate Food Service permits with the Health Department, thank you. And if you could please send a list of the selected trucks to [kshea@townofbourne.com](mailto:kshea@townofbourne.com) (mailto:kshea@townofbourne.com).





Town of Bourne, MA

09/08/2022

EA-22-16

## Recreation Department Comments

Use of Town Property Event Application

**Status:** Complete

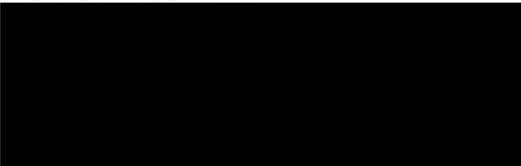
**Became Active:** 07/13/2022

**Assignee:** Krissanne Caron

**Completed:** 07/13/2022

### Applicant

Donna McCormack



### Comments

Krissanne Caron, Jul 13, 2022 at 10:50am

Will need approval from the Army Corps of Engineers



Town of Bourne, MA

09/08/2022

EA-22-16

## Fire Department Comments

Use of Town Property Event Application

**Status:** Complete

**Became Active:** 07/13/2022

**Assignee:** David Pelonzi

**Completed:** 07/13/2022

### Applicant

Donna McCormack

### Comments

David Pelonzi, Jul 13, 2022 at 2:44pm

If there is stationary LP gas used in excess of 42 lbs., a permit is required. Vehicle-based LP is excluded. Will need an inspection of food-truck areas.

**EA-22-16**

## Use of Town Property Event Application

**Status:** Active**Date Created:** Jul 6, 2022**Timeline**

Label	Status	Activated	Completed	Assignee	Due Date
✓ Application Content and Attachments	Complete	Jul 6, 2022 at 3:30 pm	Jul 13, 2022 at 9:47 am	Mary Rebello	-
✓ DNR Comments	Complete	Jul 13, 2022 at 9:47 am	Jul 13, 2022 at 9:50 am	Christopher Southwood	-
✓ Health Agent Comments	Complete	Jul 13, 2022 at 9:47 am	Jul 13, 2022 at 9:51 am	Kaitlyn Shea	-
✓ Town Planner Comments	Complete	Jul 13, 2022 at 9:47 am	Jul 13, 2022 at 9:53 am	Tracy Sullivan	-
✓ Sewer Commissioner Comments	Complete	Jul 13, 2022 at 9:47 am	Jul 13, 2022 at 9:53 am	Maria Simone	-
✓ Building Inspector Comments	Complete	Jul 13, 2022 at 9:47 am	Jul 13, 2022 at 10:02 am	Ann Gutterson	-
✓ Conservation Agent Comments	Complete	Jul 13, 2022 at 9:47 am	Jul 13, 2022 at 10:27 am	Stephanie Fitch	-
✓ Recreation Department Comments	Complete	Jul 13, 2022 at 9:47 am	Jul 13, 2022 at 10:50 am	Krissanne Caron	-
✓ DPW Comments	Complete	Jul 13, 2022 at 9:47 am	Jul 13, 2022 at 2:10 pm	Matthew Quinn	-
✓ Fire Department Comments	Complete	Jul 13, 2022 at 9:47 am	Jul 13, 2022 at 2:44 pm	David Pelonzi	-
✓ Town Collector's Comments	Complete	Jul 13, 2022 at 9:47 am	Jul 13, 2022 at 3:40 pm	Town Collector	-
✓ Police Department Comments	Complete	Jul 13, 2022 at 9:47 am	Jul 18, 2022 at 12:07 pm	John Stowe	-
✓ Engineering Department Comments	Complete	Jul 13, 2022 at 9:47 am	Jul 18, 2022 at 3:41 pm	Tim Lydon	-
✓ Town Clerk's Comments	Complete	Jul 13, 2022 at 9:47 am	Sep 8, 2022 at 11:24 am	Maria Simone	-
✓ Town Administrator's Comments	Complete	Sep 8, 2022 at 11:24 am	Sep 8, 2022 at 11:25 am	Maria Simone	-
✓ Board of Selectmen Vote	Active	Sep 8, 2022 at 11:25 am	-	-	-
📄 Temporary Event Permit Issued	Inactive	-	-	-	-

## Rebello, Mary

---

**From:** OliviereLlanes, Debora  
**Sent:** Tuesday, August 9, 2022 4:28 PM  
**To:** Rebello, Mary  
**Subject:** Human Services Committee

Mary,

We are looking to downsize the Human Service Committee as we are finding it difficult to have enough members to attend the meetings especially when we need to vote on the awards for the grants. There are 4 committee members that are assigned through their respective departments (COA, Police, Housing, School) a youth member and I think 4 members at large. We had three people resign this month and soon to be another with Brandon Esip taking over as Chief. I spoke to Barry Johnson and he suggested I reach out to you for the background on this committee. When it was established, who created it, duties and membership. Also does it need to go to Town Meeting or can it be handled as a request through the Select Board.

Please advise.

*Debora Oliviere*

Director

Bourne Council on Aging

508-759-0600 Ext. 5226

239 Main Street, Buzzards Bay, MA 02532

[doliviere@townofbourne.com](mailto:doliviere@townofbourne.com)



**From:** [Meier, Peter](#)  
**To:** [Thut, Kathleen](#); [Marlene McCollem](#)  
**Subject:** Fwd: Bourne Youth Basketball - Bourne Basketball Association's Intentions  
**Date:** Friday, August 19, 2022 16:34:17

---

Please add this to correspondence

**This Email is to a Quorum of the Board. Please Do Not Reply All.**

Peter J Meier  
Chairman - Bourne Board of Selectmen  
Member - Bourne Board of Sewer Commissioners  
24 Perry Avenue  
Buzzards Bay, MA 02532  
[PMeier@townofbourne.com](mailto:PMeier@townofbourne.com)  
508-759-0600 - Office  
508-759-7809- Home  
508-274-7184- Cellular

Begin forwarded message:

**From:** Bourne Basketball Association <[bournebasketball@yahoo.com](mailto:bournebasketball@yahoo.com)>  
**Date:** August 19, 2022 at 4:27:15 PM EDT  
**To:** All Selectmen <[Selectmen@townofbourne.com](mailto:Selectmen@townofbourne.com)>  
**Subject:** Bourne Youth Basketball - Bourne Basketball Association's Intentions

Bourne Basketball Association

5 Colonel Dr. Unit 4

Bourne, MA 02532

August 19th, 2022

Town of Bourne

24 Perry Ave

Buzzards Bay, MA 02532

Dear Selectmen:

Please accept this letter as written notice of the Bourne Basketball

Association's intent to expand its very successful Youth Basketball Program from Pre-k through 2<sup>nd</sup> grade to Pre-k through 8<sup>th</sup> grade. The board voted and felt it would be in the best interest of the children of Bourne to have one recreational youth basketball program instead of two. Rather than two competing programs we want to run one program in an optimal state. As such, we are requesting that the Town of Bourne provide us with access to the Town recreational facility and have the recreational center forgo their "Swish" program. We will pay for any expenses caused by use of the facility above and beyond its normal operation.

Our program is made up of experienced basketball coaches from both high schools in town and parents of children that have a unique passion for the program's success. We do not offer any caps on attendance such as the Bourne Swish program did and offer a much more structured and beneficial program for the youth of Bourne. We include instructional lesson plans for the coaches and have a keen focus on sportsmanship values that are integrated throughout the entire program. In our first year we had an overwhelming response from many of the 128 participants in our Pre-K through 2<sup>nd</sup> grade program about how well the organization was run and what a difference it was from past town programs they were a part of. The previous Swish league for this age group was capped at only 60 participants.

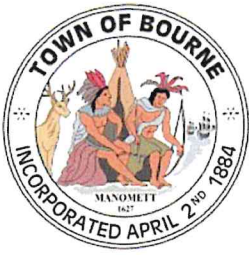
We appreciate the work that the Town of Bourne Recreation Department has done with their Swish offering but are ready to take the preparation and overall experience of our town's youth basketball participants to a higher level. Our goal is to provide any and all young athletes the opportunity to learn about the game of basketball, improve their skills and more importantly help them learn life skills that will help make them well rounded individuals that our town will be proud of.

Sincerely,

Bourne Basketball Association

---

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# TOWN OF BOURNE

## *Board of Selectmen*

24 Perry Avenue ½ Room 101  
Buzzards Bay, MA 02532-3496  
[www.townofbourne.com](http://www.townofbourne.com)



PETER J. MEIER, CHAIRMAN  
JARED P. MACDONALD, VICE CHAIRMAN  
MELISSA A. FERRITTI, CLERK  
JUDITH MACLEOD FROMAN  
MARY JANE MASTRANGELO

Phone: 508-759-0600 x1503  
Fax: 508-759-0420

\_\_\_\_\_, 2022

Governor Charles Baker  
Massachusetts State House  
24 Beacon Street, Room 280  
Boston, MA 02133

Senator Susan Moran  
Massachusetts State House  
24 Beacon Street, Room 506  
Boston, MA 02133

Attorney General Healey  
1 Ashburton Place, 20<sup>th</sup> fl.  
Boston, MA 02108

Representative David T. Vieira  
Massachusetts State House  
24 Beacon Street, Room 167  
Boston, MA 02133

Representative Steven Xiarhos  
Massachusetts State House  
24 Beacon Street, Room 39  
Boston, MA 02133

We, the Town of Bourne Board of Selectmen, are writing on behalf of our constituents to inform you that on May 17, 2022 the voters of Bourne passed the following non-binding advisory ballot question by a vote of 93.54%:

Calling upon Holtec Pilgrim, LLC, owner of the closed Pilgrim Nuclear Power Station and Holtec Decommissioning International, LLC, to immediately withdraw any plans to discharge any radioactive water into Cape Cod Bay.

WHEREAS, Cape Cod Bay is a federal and state protected area and habitat for the endangered Right Whale; and

WHEREAS, Cape Cod Bay provides a vital livelihood for fishermen and the tourist industry; and

WHEREAS, the National Academies of Science has determined there is no safe dose of ionizing radiation,

WHEREAS, One radioactive element in Holtec Pilgrim water is Tritium, which concentrates up the food chain from sediment to sea grasses to the fish we eat; and

WHEREAS, Holtec Pilgrim can discharge radioactive water anytime without approval of the Nuclear Regulatory Commission (NRC); and

WHEREAS, The Attorney General of New Mexico has filed a lawsuit against the NRC for unlawful proceedings and illegal activities involving Holtec; and

WHEREAS, The Commonwealth has the authority to stop the dumping;

Therefore, the people of the Town of Bourne, MA have directed us, the Board of Selectmen, to communicate with you to employ all means available to ensure that Holtec commits to immediately withdraw any plans to dump any radioactive water into Cape Cod Bay.

With sincere appreciation,

\_\_\_\_\_  
Peter J. Meier, Chair

\_\_\_\_\_  
Jared P. MacDonald, Vice Chair

\_\_\_\_\_  
Melissa A. Ferretti, Clerk

\_\_\_\_\_  
Judith MacLeod Froman

\_\_\_\_\_  
Mary Jane Mastrangelo



## QUESTION

### Non Binding Public Advisory Question for the 2022 Spring Town Ballot

Calling upon Holtec Pilgrim, LLC, owner of the closed Pilgrim Nuclear Power Station and Holtec Decommissioning International, LLC, to immediately withdraw any plans to discharge any radioactive water into Cape Cod Bay.

**WHEREAS**, Cape Cod Bay is a federal and state protected area and habitat for the endangered Right Whale; and

**WHEREAS**, Cape Cod Bay provides a vital livelihood for fishermen and the tourist industry; and

**WHEREAS**, the National Academies of Science has determined there is no safe dose of ionizing radiation,

**WHEREAS**, One radioactive element in Holtec Pilgrim water is Tritium, which concentrates up the food chain from sediment to sea grasses to the fish we eat; and

**WHEREAS**, Holtec Pilgrim can discharge radioactive water anytime without approval of the Nuclear Regulatory Commission (NRC); and

**WHEREAS**, The Attorney General of New Mexico has filed a lawsuit against the NRC for unlawful proceedings and illegal activities involving Holtec; and

**WHEREAS**, The Commonwealth has the authority to stop the dumping;

**Therefore**, shall the people of the Town of Bourne, MA direct the local government to communicate with Governor Charlie Baker, Attorney General Maura Healey, and the State Legislature to employ all means available to ensure that Holtec commits to immediately withdraw any plans to dump any radioactive water into Cape Cod Bay?

YES ☐

NO ☐

**SAMPLE**

**VOTE BOTH SIDES OF BALLOT**



## **Town of Bourne**

### **Request for Proposals for the Disposition of Real Property:**



**For the  
Ella F. Hoxie Grammar School  
at 30 Williston Road  
Sagamore, MA**

**SEPTEMBER 2022**

Request by Marlene McCollem, Town Administrator  
**For the Bourne Board of Selectmen**

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## **I. INTRODUCTION AND BACKGROUND**

### **A. INTRODUCTION**

The Chief Procurement Officer of the Town of Bourne is soliciting responses from interested parties for the disposition, by lease or by sale, for Town owned property located at 30 Williston Road, Sagamore Beach. This property has most recently been the location of the Hoxie School for the Town of Bourne. It closed as a public school effective July 1, 2009.

Based on maps, descriptions and information presented in this RFP, the Town will consider offers on approximately 1.81 acres of the property. The adjacent play area and ball field are NOT included in this proposal.

Any proposal to be considered must meet the requirements of the RFP. A minimum price offering has not been set for the building and identified property in order to encourage people to offer a price appropriate to the value of the property for the use they have proposed. The entire parcel is assessed at \$1,658,700.

This solicitation is being conducted in accordance with the provisions of Massachusetts General Laws Chapter 30B, and all contracts for sale or all lease documents must be strictly awarded in accordance with the requirements of the Request for Proposal regarding Real Property Transactions. If it becomes necessary to revise any part of this RFP or otherwise provide additional information, an addendum will be issued to all prospective proposers who received copies of the original request.

To receive consideration, proposals shall be submitted no later than the date and time indicated as the submission deadline.

Multiple submissions from a single entity may be considered. For example, the same entity may submit a proposal for the outright purchase of the property, and may additionally submit a lease option for the Town to consider, so long as they are submitted as separate and clearly marked proposals.

The Town encourages people to submit creative and innovative responses to this request for proposal. There is no single approach that is preferred by the Town making this process open to the creativity of those interested parties. The Town will select the proposal that best fits the needs of the community taking into account the proposed use, its impact on the community and the proposed financial offering to the Town. The Town also reserves the right to reject any and all proposals or portions thereof.

### **B. BACKGROUND**

#### **Map and Parcel**

The Town of Bourne operates off of a system that identifies property by its map and parcel number on property maps held at the Town Hall of Bourne. The map and parcel number for the property involved in this Request for Proposals is: **Map 12.1 Parcel 79.** (See **Exhibit C**)

#### **Zoning**

In the attached **Exhibit D** is the current zoning associated with this parcel. The Town recognizes that the current zoning may not allow for certain uses. This information is therefore provided as basic information and every proposer is encouraged to investigate their proposed use for the property through the proper zoning authorities of the Town of Bourne. There may be uses that qualify for exemptions or exceptions through the proper boards and commissions and some uses may require re-zoning of the parcel. The Town will work with the successful bidder but cannot guarantee final Town Meeting approval of any proposed zoning change. The Town will retain ownership of all the adjoining properties including the ball field and playground areas.

In the proposal each proposer must indicate the uses they propose for the property.

## **Site**

The Property site is located in Bourne, village of Sagamore Beach, approximately one mile from the Sagamore Bridge and 0.15 mile from the Cape Cod Canal.

The adjacent parcel to the north was formerly associated with the school activities, however is not included in this RFP. **Exhibit C** depicts the subject parcel (1.81 acres) for sale.

## **Sale vs. Lease**

The Town will consider both sale offers for the land and building as well as offers to enter into a lease with the Town for a specified number of months. The flexibility offered to the proposers is meant to encourage creative and innovative uses of this Town asset.

## **Building**

Building and floor plans are not available. Please see **Exhibit A** regarding the history of the building. This information is provided as a guide and should not be taken as historically accurate as it is based only on those documents available at the time of issuing the RFP.

## **Mechanical Systems & Utilities**

The property has a septic system. Its water service is through the Bourne Water Department. The building has an oil fuel storage tank.

## **Title Issues and Deed Restrictions**

It is the intent of the Town to impact the neighborhood as little as possible when considering uses for the land and building. Uses allowed under the current zoning and those that may need to be changed by the Town to accept an advantageous proposal should be for uses that have minimal impact upon the neighbors in the area and which are compatible with the Town's long range plans for the adjoining properties.

The property is subject to a historical deed restriction. Please see **Exhibits E and F**.

## **The Purchase and Sale Document.**

The Town reserves the rights to negotiate the final terms and conditions of a Purchase and Sale agreement with the awarded proposer. The awarded proposer will have his proposal included in the Purchase and Sale document binding the proposed uses to the Purchase and Sale.

## **Payment in Lieu of Taxes (PILOT)**

Any not-for-profit entity that does not customarily pay property taxes must address the issue of the loss of tax revenue to the Town should the proposal to sell or lease the property to that entity be settled with such a proposer. The Town reserves the right to negotiate the amount of the PILOT as part of the final contract negotiations.

## **C. CONDITION OF BUILDING**

### **Notice to proposer of inclusion of building condition information**

The inclusion of any information is to assist the potential buyer or lessor to understand the condition of the building. It does not in any way, either directly or indirectly, indicate that the work is needed to be done or that the work needed is, limited to the items listed below. The proper site permitting, building use, zoning, historical permitting or licensing is the responsibility of the proposer. Based on the proposed use for the building the amount of work that needs to be done may increase or decrease. This information is intended for informational purposes only and does not imply that the Town will, if requested, complete these repairs to make the building ready for a tenant.

**Existing Conditions** - The building and property are being sold "as-is" with no warranty as to condition.

**Structural Integrity** – An engineered analysis of the building by a certified structural engineer has not been made.

**Electricity** - Proposers should plan on rewiring any new systems that are installed in the structure, e.g. fire, security, heating/air conditioning perimeter lighting and computer networks.

**Heat** – The current system is composed of radiators in each former classroom and staff space. The power plant consists of an oil fired boiler.

**Air-conditioning** – There is no central air-conditioning system in the structure at this time.

**Other systems** – There is an alarm system set up in the building.

## **II. KEY DATES FOR THIS PROPOSAL**

### **Key dates for this Proposal\***

September 9 & 16	RFP issued – Advertised in Bourne Enterprise
September 14, 2022	Required Ad in Central Register (required by MGL Ch. 30B)
October 7, 2022	Last day to submit written requests or questions for clarification
October 14, 2022	Proposals due by <b>3:00</b> pm in Bourne Town Hall, Town Administrator's Office
October 14, 2022	Public Proposal Opening at <b>3:00</b> pm in the Town Administrator's Office

**\* The Town reserves the right to extend these dates at its sole discretion.**

## **III. PROPOSAL INSTRUCTIONS**

### **A. INSTRUCTIONS TO PROPOSERS**

1. Attention of all proposers is directed to Chapter 30B of the General Laws of the Commonwealth of Massachusetts and to all other applicable sections of the General Laws as most recently amended which governs the award of this lease.
2. The Town of Bourne may cancel this RFP, in whole or in part, or may reject all proposals submitted in response, whenever such action is determined to be fiscally advantageous to the Town or if it is otherwise in the best interest of the Town.
3. The Town of Bourne may request that supplementary information be furnished to assure the Town that a proposer has the technical competence, the business and technical organization, and the financial resources adequate to successfully execute a contract for lease or purchase.
4. No forms are provided by the awarding authority except the Certificate of Non Collusion -Appendix A, the State Taxes Certification Clause - Appendix B, the Lease Proposal submission sheet - Appendix C, the Price Proposal submission sheet - Appendix D, and the Disclosure of Beneficial Interest Form, - Appendix F. All proposals shall be in ink or typewritten and must be completed according to the instructions contained herein.
5. Questions or clarifications rising from these documents shall be submitted to the Town in writing. They should be sent to Marlene McCollem, Town Administrator, and must be submitted no later than Friday, October 7, 2022.

6. Each proposer shall acknowledge receipt of any and all addendum issued to the Request for Proposal by so indicating in the Cover Letter/General Response. Failure to do so shall be cause to reject the proposal as being non-responsive.
7. Final negotiations will commence within ninety (90) days after the actual proposal opening date, with the responsive, responsible proposer complying with the conditions and requirements set forth in the proposal document and further provided that the proposal, in the opinion of the awarding authority, is reasonable and is in the best interest of the Town of Bourne to accept it. The Town reserves the right to reject any and all proposals if it is in the interest of the Town to do so.
8. The proposer shall sign the proposal correctly in ink or in the case of an organization, firm, partnership or corporation, a person having the legal authority from said organization to sign the proposal will sign the document. Documentation of such authority is required in the submission of the proposal.
9. All proposals shall be submitted to the Town Administrator Town of Bourne, 24 Perry Avenue Buzzards Bay, MA 02532, on or before 3:00 pm on Friday, October 14, 2022.
10. Proposers may correct, modify or withdraw the original proposals on or before 3:00 pm on Friday, October 14, 2022. Corrections or modifications shall be in sealed envelopes, clearly marked to indicate the contents, with the name and address of the vendor. Any late correction or modification to the proposal will not be accepted. A proposer who wishes to withdraw a proposal must make a request in writing.
11. Each proposer shall be presumed to have read and be thoroughly familiar with these documents. Unfamiliarity with these documents shall in no way relieve any proposer from any obligation in respect to their proposal.
12. It is understood that the Vendor's Proposal to the Town of Bourne to purchase or lease said Property will remain valid for 120 days past the submission deadline.
13. The proposer's attention is directed to the fact that all applicable state laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over municipal finance shall apply to the lease throughout, and they shall be deemed to be included in the lease the same as though herein written out in full.
14. It is understood that the proposer has submitted the Proposal in good faith and has not colluded with any other individuals, firms, or corporations in creating the proposal to subvert the market process. See Certificate of Non-Collusion - Appendix A.
15. All costs involved in preparing the Proposal will be borne by the proposer; the Town will not be liable for any costs associated with the creation of the Proposal. The proposer shall be familiar with all state, local and other laws relating to this type of work and shall obtain all permits, if required and shall pay all expenses for same.
16. All responses are to include a statement that the Proposal is in accordance with this Request for Proposal and that the proposer has read and understands all sections and provisions herein. Exceptions, if any, are to be clearly stated.
17. Proposals, which are incomplete, conditional or obscure, may be rejected. No award will be made to any proposer who cannot satisfy the awarding authority that they have sufficient ability and sufficient capital to enable them to meet the requirements of these specifications. The awarding authority's decision or judgment on these matters shall be final, conclusive and binding.
18. Any proposal received after 3:00 pm on Friday, October 14, 2022, will be deemed "non-responsive" and shall not be opened. Unopened proposals will be returned to the proposer.
19. The proposals will be opened at 3:00 pm on Friday, October 14, 2022. The name of the person or organization submitting a proposal will be read and recorded. The contents of all proposals are Public.
20. Any lease/sale resulting from this RFP shall be awarded to the proposer whose Proposal is deemed to be the most Highly Advantageous to the Town of Bourne. The Town alone will be the sole judge in determining whether a vendor's proposal satisfies the requirements of this RFP and whether or not the Proposal will prove highly advantageous to the Town.

21. Response to this Request for Proposal acknowledges the vendor's acceptance of all sections and requirements of this document. The Request for Proposal will be written into the successful vendor's proposal as part of the lease. If the vendor's proposal does not comply with the requirements of this request for proposal, or if an item is not understood in anyway, a copy of that section of the request for proposal must then be included in the proposal and all its copies clearly stating the deviation, additions, or other comments.

## **B. SITE VISITS**

There will be no formal Pre Proposal Conference and site visit. However, the Town will strive to accommodate people who wish to tour the inside of the building. Appointments can be made and directions to the property can be obtained by calling the Town Administrator Office, 508-759-0600 ext 1503 between the hours of 8:30 to 4:30 Monday through Friday.

## **C. QUESTIONS AND CLARIFICATIONS**

Questions requiring clarification shall be submitted in writing to the Town Administrator no later than Friday, October 7, 2022. Should it be found necessary, a written addendum will be incorporated into the RFP. Those who have received a copy of the RFP will be notified of such changes.

## **D. NOTIFICATION OF AWARD**

All proposers will be notified of the selection decision within 90 days of the date proposals are due to the Town unless otherwise notified by the Town. The Town of Bourne reserves the right to extend this date at its sole discretion.

## **E. OPERATING AGREEMENT**

This Request for Proposal, as well as the selected vendor's proposal, and any addenda to that proposal, will become part of the negotiated lease or sale documents.

## **F. LEASE**

Should a proposal offering to lease the property be accepted as most advantageous to the Town of Bourne, a lease will be negotiated. If a lease or sale document cannot be negotiated to mutual satisfaction of both parties in a reasonable amount of time, the Town may decide to begin negotiations with the next ranked proposal and so on through all of the proposals deemed to be to the Town's satisfaction. The Town may cancel the process at any time if it deems it to no longer be advantageous to the Town or not in the best interest of the community.

# **IV. PROPOSAL SUBMISSION REQUIREMENTS**

## **A. MINIMUM REQUIREMENTS**

The evaluation committee shall reject proposals which do not meet the following minimum requirements:

1. The proposed use must be compatible with the existing surrounding uses.
2. The proposal must be from an established business, corporation, partnership, firm or individual.
3. All proposals shall be submitted to the Town Administrator Office, as stated in "Legal Advertisement"- Appendix E. Each proposal shall be in SEALED envelopes, clearly marked on the outside of the envelope to indicate the contents, and the name and address of the proposer.
4. The proposal must be received in the Town Administrator Office before the deadline for receipt of proposals, and must be complete (must include or address all items specified in Section VI -- Proposal Submission Requirements).
5. The Proposer must have signed both the Certificate of Non Collusion (Appendix A) and the State Taxes Certification Clause (Appendix B) and include them in the proposal package. The proposer must also sign the Disclosure of Beneficial Interests in Real Property Transaction form (Appendix F) included with this packet.
6. The proposal must be signed by an agent of the company, or an individual who has authority to offer the proposal at the price(s) stated. The proposal must also include an authority statement or vote of the board of trustees granting the individual who signs the appropriate authority.



7. All responses are to include a statement that the Proposal is in accordance with this Request for Proposal and that the proposer has read and understands all sections and provisions herein. Exceptions, if any, are to be clearly stated.
8. The proposal must include at least three references, complete with phone numbers and addresses, which can speak to the proposing person or entity. One reference should be financial in nature (a bank or other lending institution) while the other two can be examples of other projects (provided a contact name and number is provided) or from other civic or business organizations who can speak to the nature of the proposal or the proposer.

## **B. ADDITIONAL REQUIREMENTS**

In addition to the elements above, as a minimum requirement, the Proposals must include the following information and attachments, clearly identified and indexed. Proposers are advised to describe how each submission addresses the Comparative Evaluation Criteria found in these documents.

***Purchase Price:*** The proposed purchase price must be identified. A Minimum price offering has not been set for the building and identified property in order to encourage people to offer a price appropriate to the value of the property for the use they have proposed.

***Description of Use:*** Proposals must include a description of the use, and how the proposed use(s) will complement and enhance the community.

***Developer Credentials:*** Credentials of the developer and development team including identification and description of prior experience with restoration and redevelopment of historic properties; identification and qualification information on project consultants such as architects and leasing brokers.

***Site Plan:*** Basic site plan depicting proposed: parking layout, access, landscaping, lighting and similar site features in sufficient detail to communicate intent.

***Building Plan:*** Basic building plan depicting proposed construction and/or demolition, features in sufficient detail to communicate intent.

***Developer Resources:*** Evidence that the developer has adequate financial resources to complete the project, sufficient staff resources and prior experience in undertaking projects of comparable size and character.

***Financial Package:*** A business pro-forma illustrating anticipated capital and operating expenses and projected revenues for the subsequent five (5) years, as well as evidence of conditional financing commitments.

***Schedule for Project Implementation:*** A proposal for completion of the project must be submitted, and must include the schedule for completion of project milestones such as, but not limited to, execution of the Purchase and Sale Agreement; completion of site and building redevelopment plans; submission of those plans and associated application forms to the appropriate local and state permitting agencies as necessary. Also include anticipated date for receipt of building permit; start of construction; and completion of construction. Note that the Purchase and Sale Agreement will incorporate the Schedule for Project Implementation and the entire Proposal submitted in response to this Request for Proposals. In the event of a lease option being accepted, the lease agreement will include the entire Proposal submitted in response to this Request for Proposals.

***Impact to neighborhood:*** The proposer should illustrate and comment upon the visual impact to neighborhood.

## **C. Facility Maintenance**

Should a lease option be accepted as most advantageous to the Town of Bourne, a critical component of the lease negotiations will focus on the role of the Town as Landlord and any ongoing care or maintenance expected by the tenant. It is the Town's desire to lease or sell the property to an entity that strives to enhance the overall appearance of the community by maintaining the building and grounds.

## **V. PROPOSAL EVALUATION**

### **A. Evaluation process**

The evaluation process will include each proposal being reviewed by an evaluation committee appointed by the Town Administrator. Those proposals that meet all of the minimum requirements as outlined in this RFP, and are determined to be both **responsive** (those that offer all of the basic requirements requested in the RFP and contain all of the required information and forms properly completed) and those that are **responsible** (those with the capability, integrity, and reliability to enter into a lease or sale of property relationship with the Town of Bourne) will be further reviewed using the comparative criteria outlined in this section.

The committee will use the comparative criterion for each separate rating area, and based upon these criteria, will assign an overall rating to each proposal as permitted under Chapter 30B. Each of the 4 criterions may contain ratings of:

Unacceptable  
Acceptable  
Advantageous  
Highly Advantageous

**An “Unacceptable” rating in any one of the criterions will eliminate the proposal from further consideration.**

#### **a. Minimum Evaluation Criteria**

*Failure to meet the following minimum evaluation criteria will result in immediate rejection of the proposal.*

1. Minimum Requirements: Proposal must meet the minimum requirements as specified in **Section IV**.

#### **b. Comparative Evaluation Criteria**

##### **i. Applicable Experience of Proposer**

**Unacceptable:** An individual, business or firm who does not demonstrate adequately that they have the experience or acumen to enter into a lease or sales agreement with the Town of Bourne.

**Advantageous:** An individual, business or firm who adequately demonstrates that they have the experience or acumen to enter into a lease or sales agreement with the Town of Bourne.

**Highly Advantageous:** An individual, business or firm who clearly demonstrates that they have the superior experience and business sense to enter into a lease or sales agreement with the Town of Bourne.

##### **ii. Benefits to the community**

**Unacceptable:** No measurable benefit to the community.

**Acceptable:** Minimal measurable benefit to the community through changes to the use of the site and/or building and preservation of the exterior.

**Advantageous:** Substantial measurable benefit to the community through changes to the use of the site and/or building and preservation of the exterior.

##### **iii. Proposed use of the building and/or land**

**Unacceptable:** A use that negatively impacts the character, condition or culture of the village.

**Acceptable:** The building is totally or partially torn down and replaced with some other structure, or the building is creatively reused and rehabilitated.

**Advantageous:** A use that demonstrates a clear understanding of the character and culture of the village.

**iv. Proposed Traffic/Parking impact to area.**

**Unacceptable:** Unmitigated increase in traffic, either in volume or occurrence, from the buildings most recent use.

**Acceptable:** Mitigated increase in traffic, either in volume or occurrence, with clearly stated increases expected and the mitigation plan to address those increases.

**Advantageous:** Status quo (based on traffic associated with an elementary school).

**v. Schedule for project implementation**

**Unacceptable:** Failure to provide an implementation schedule.

**Acceptable:** A schedule that provides dates and an explanation but lacks sufficient detail to assure the Town that the schedule is realistic and attainable.

**Advantageous:** A schedule that provides specific dates and hard milestones with sufficient detail to assure the Town that the schedule is realistic and attainable.

**B. RULE FOR AWARD**

Any lease/sale resulting from this RFP shall be awarded to the proposer whose Proposal is deemed to be the most Highly Advantageous to the Town of Bourne. The proposal deemed most highly advantageous will result from the analysis of the technical components of the proposals and the price offered. The Town alone will be the sole judge in determining whether a vendor's proposal satisfies the requirements of this RFP and whether or not the Proposal will prove advantageous to the Town.

**VI. PROPOSAL SUBMISSION REQUIREMENTS**

**A. SUBMISSION**

One sealed envelope containing an **unbound** original and a thumb drive with a PDF of all materials marked **"Hoxie School"** must be received per the time frame outlined in the legal advertisement (Appendix E). It is the sole responsibility of the offeror to ensure that the proposal arrives on time and at the designated place.

**The proposals are due by 3:00 pm on Friday, October 14, 2022 in the Town Administrator's Office and will be opened at that time and place.**

Within your Proposal, please supply each of the following items and clearly structure and label your Proposal

- 1) Cover Letter including name of Agency, Firm or individual, address and telephone number, signed in ink by someone authorized to sign such documents.
- 2) A simple summary of the proposed use/reuse of the site.
- 3) A clear statement as to the amount offered to the Town for the sale/lease of the property.

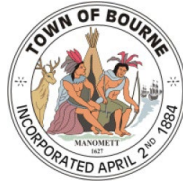
**B. CONTACT INFORMATION**

Clarification and interpretations of this Request for Proposal must be requested in writing. Responses shall be likewise furnished. The last day to submit written requests is Friday, October 7, 2022. After that day no requests or questions will be accepted. Please contact the Town of Bourne for clarification of this Request for Proposal, direct all inquiries regarding the plan to:

Marlene McCollem, Chief Procurement Officer/Town Administrator  
Town Hall – 24 Perry Avenue  
Buzzards Bay, MA 02532  
Phone. (508) 759.0600 ext. 1308  
mmccollem@townofbourne.com  
Business Hours: 8:30 a.m. - 4:30 p.m. Monday through Friday

## **APPENDIX A: CERTIFICATE OF NON-COLLUSION**

### **TOWN OF BOURNE**



### **CERTIFICATE OF NON COLLUSION**

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club or other organization, entity, or group of individuals.

FIRM \_\_\_\_\_

SIGNATURE \_\_\_\_\_

ADDRESS \_\_\_\_\_

NAME (print) \_\_\_\_\_

\_\_\_\_\_

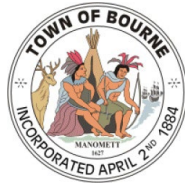
TITLE \_\_\_\_\_

**TELEPHONE** \_\_\_\_\_

**DATE** \_\_\_\_\_

## **APPENDIX B: STATE TAXES CERTIFICATION CLAUSE**

### **TOWN OF BOURNE**



### **STATE TAXES CERTIFICATION CLAUSE**

I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all state taxes under law, I have addressed any tax liability and am in the process of setting up a plan to satisfy said liability.

\_\_\_\_\_  
\* Signature of individual or  
Corporate Name (Mandatory)

by: \_\_\_\_\_  
Corporate Officer  
(Mandatory, if applicable)

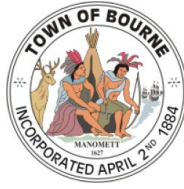
\_\_\_\_\_  
\*\*Social Security # or Federal Identification #

\* Approval of a contract or other agreement will not be granted unless this certification clause is signed by the applicant.

\*\* Your Social Security Number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed, or extended. This request is made under the authority of Mass. G.L. 62C s. 49.A.

## **APPENDIX C: LEASE PROPOSAL SUBMISSION SHEET**

### **TOWN OF BOURNE**



### **Pricing Lease Worksheet**

In meeting the requirements of the Request for Proposal documents as issued on \_\_\_\_\_

\_\_\_\_\_ offers the following proposed pricing for the lease of  
(Name of Company or Individual)

Property located at \_\_\_\_\_.

Total number of square feet for this lease \_\_\_\_\_ (A)

Per square foot price \_\_\_\_\_ (B)  
(Inclusive of all fees, permits  
and other charges) first year.

Total Annual cost (A x B) \_\_\_\_\_

The desired lease period for this property will be at least three years. Any lease term up to 99 years may be offered for consideration by the Town. To this end, the section below indicates projected lease costs and duration and any price increase indicators that may need to be factored into the negotiated lease.

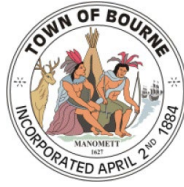
Year	_____ - _____	\$ _____
Year	_____ - _____	\$ _____
Year	_____ - _____	\$ _____
Year	_____ - _____	\$ _____
Year	_____ - _____	\$ _____

Additional pages or an attachment showing a lease schedule can be added.

Every lease shall be subject to a CPI or other cost escalator, to be negotiated with Proposer.

## **APPENDIX D: PRICE PROPOSAL SUBMISSION SHEET**

### **TOWN OF BOURNE**



### **Pricing Worksheet, Outright Purchase**

In meeting the requirements of the Request for Proposal documents as issued on \_\_\_\_\_, 2022,

\_\_\_\_\_ offers the following proposed pricing for the outright  
(Name of Company or Individual)

purchase of Property located at \_\_\_\_\_.

The outright purchase price, should be accompanied by an explanation of the offering price based on information provided in these documents so that the offering may be fully considered by the Town.

The Town of Bourne reserves the right to negotiate a higher price with the highest ranked proposer. Therefore, it is important to note that the ranking of proposals is for the purposes of identifying the first candidate for negotiating an outright purchase to the satisfaction of the Town of Bourne. The merits of the proposals will be the predominate factor in the determination of the proposal rankings.



## **APPENDIX E: LEGAL ADVERTISEMENT**

### **LEGAL ADVERTISEMENT FOR RFP REGARDING REAL PROPERTY**

The Town Administrator of the Town of Bourne, at the Direction of the Bourne Board of Selectmen, is soliciting responses from interested parties for the disposition, by lease or by sale, of a portion of the property located at in Bourne, or most recently known as the Hoxie School for the Town of Bourne.

This solicitation is being conducted in accordance with the provisions of Massachusetts General Laws Chapter 30B, and all contracts for sale or all lease documents must be strictly awarded in accordance with the requirements of the Request for Proposal regarding Real Property Transactions. If it becomes necessary to revise any part of this RFP or otherwise provide additional information, an addendum will be issued to all prospective proposers who received copies of the original request.

There will be no formal pre conference for this RFP. Access to the building may be arranged by calling the Town Administrator's Office.

Responses are due on Friday, October 14, 2022 at 3:00 p.m. in the Town Administrator Office at 24 Perry Avenue Buzzards Bay, MA 02532. An award will be tentatively made within 90 days and sale or lease negotiations, should that option be taken, may begin at that time with the top proposer. The RFP will be available on the Town of Bourne website, at [www.townofbourne.com](http://www.townofbourne.com)

Responses will be opened and read at 3:30 pm on the due date of the proposals by the Town Administrator/Chief Procurement Officer. The opening of the responses is public, however, the determination of the best proposer will not be made until all proposals have been evaluated. All responses must be received in a sealed envelope properly marked prior to the deadline. No proposals will be accepted at the opening, which is scheduled for 30 minutes after the deadline for submission.

The Town Administrator and the Town of Bourne reserves the right to reject any or all proposals when it deems it to be in the best interest of the Town.

## **APPENDIX F: DISCLOSURE OF BENEFICIAL INTEREST**

### Disclosure of Beneficial Interests in Real Property Transaction

This form contains a disclosure of the names and addresses of all persons with a direct or indirect beneficial interest in the real estate transaction described below. This form must be filed with the Massachusetts Divisions of Capital Planning and Operations, as required by M.G.L. c. 7, sec 40 J, prior to the conveyance of or execution of a lease for the real property described below. Attach additional sheets if necessary.

1. Public agency involved in this transaction: \_\_\_\_\_  
(Name of jurisdiction)

2. Complete legal description of the property:

3. Type of transaction: ☐ Sale ☐ Lease or rental for \_\_\_\_\_ (term):

4. Seller(s) or Lessor(s): \_\_\_\_\_

Purchaser(s) or Lessee(s): \_\_\_\_\_

5. Names and addresses of all persons who have or will have a direct or indirect beneficial interest in the real property described above. *Note: If a corporation has or will have a direct or indirect beneficial interest in the real property, the names of all stockholders must also be listed except that, if the stock of the corporation is listed for sale to the general public, the name of any person holding less than ten percent of the outstanding voting shares need not to be disclosed.*

Name

Address

_____	_____
_____	_____
_____	_____
_____	_____

(Continued on next page)

5. Continued

None of the persons listed in this section is an official elected to public office in the Commonwealth of Massachusetts except as noted below:

Name	Title or position
_____	_____
_____	_____

6. This section must be signed by the individual(s) or organization(s) entering into this real property transaction with the public agency named in items 1. If this form is signed on behalf of a corporation, it must be signed by a duly authorized officer of that corporation.

The undersigned acknowledges that any changes or additions to item 4 of this form during the term of any lease or rental will require filing a new disclosure with the Division of Capital Planning and Operations within 30 days following the change or addition.

The undersigned swears under the pains and penalties of perjury that this form is complete and accurate in all respects.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## **Exhibit A - History of Ella F. Hoxie Elementary School**

The Ella F. Hoxie School (MHC 119),\* originally known as the Sagamore Grammar School, was built in 1910 to accommodate this population increase. The smaller schoolhouse was closed at this time and moved in 1910 to its current location at 42 Washburn Road (Bourne Archives Vertical Files; Ellis 1999). It has since been highly altered, made into an apartment house, and was owned by Betsy Rattray between the years of 1946 to 1972 (Burgess 1990).

Town reports of 1907 and 1908 expressed the growing need for a larger schoolhouse in Sagamore. The 1907 Bourne Town Report stated that "The remarkable growth of Sagamore within the past year (1907) together with the prospect of future increase in population make the erection of a new school building with suitable accommodations imperative the coming season" (Bourne Town Report 1907). Seemingly, the 1908 Bourne Town Report indicated that "The growth of Sagamore made the erection of a new building imperative, and conditions of the past year (1908) fully warranted the statement." \$15,000 was appropriated for this purpose. A building committee of four, including Hon. Eben S. S. Keith, Walter E. R. Nye, William Swift, and Isaac Stevens, was chosen to act in conjunction with the school committee. Oscar A. Thayer of Boston was selected as the architect, and Herman P. Handy, a builder from Cataumet was given the contract for the building (Bourne Town Report 1908).

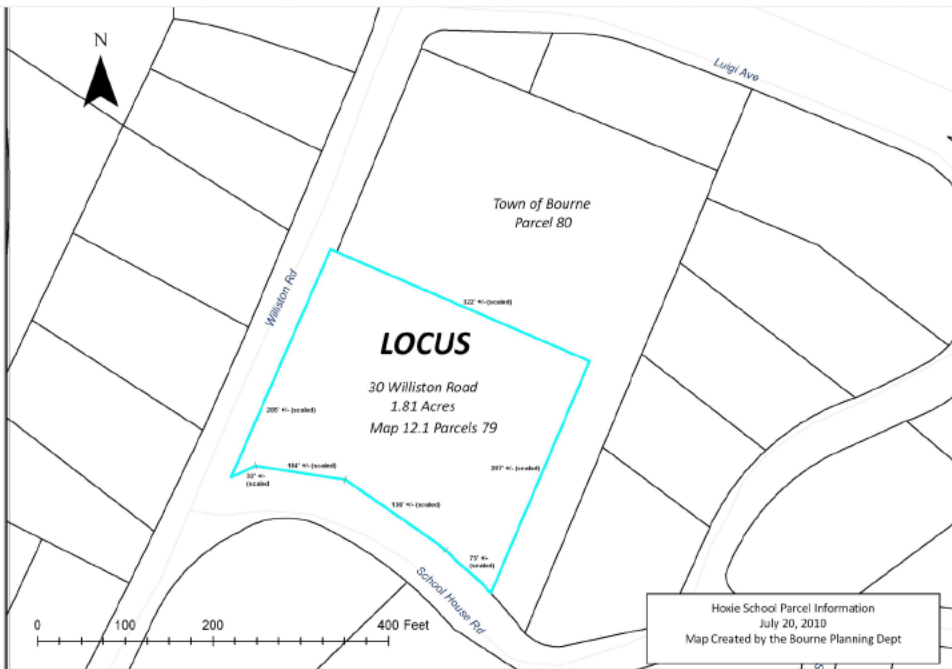
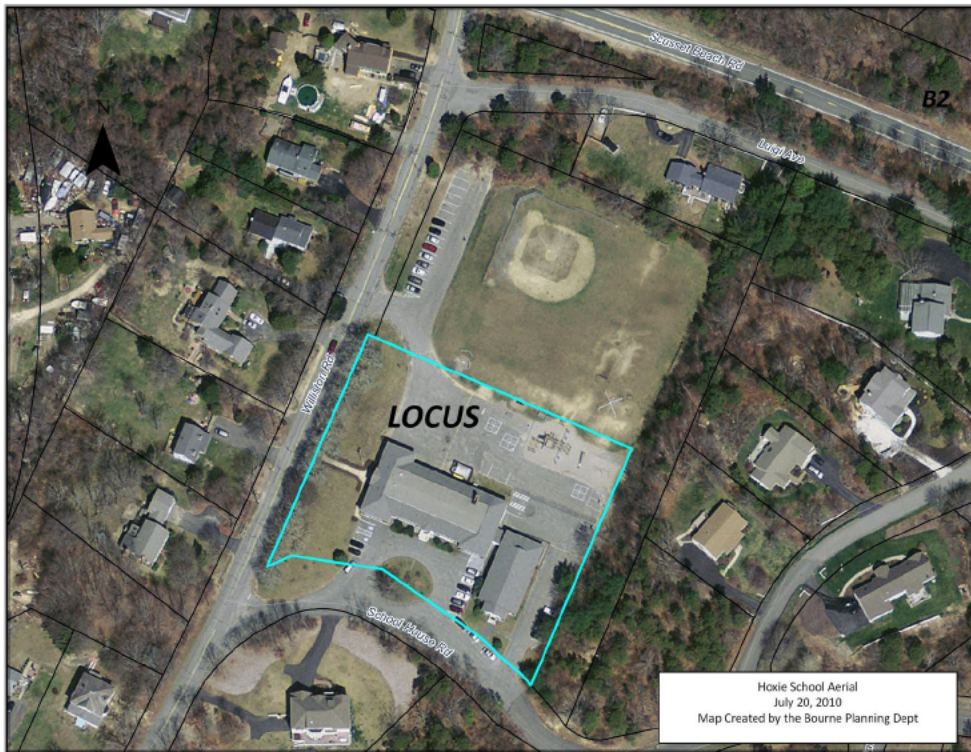
Oscar A. Thayer was a well-known architect based in Boston who was also responsible for other projects in Massachusetts such as the Hubbardston Center Elementary School in Hubbardston (MHC HUB.28), the Rutland First Congregational Church in Rutland (MHC RUT.4), and the West Roxbury Branch Library in Boston (MHC BOS.10467) (Bourne Town Report 1980; MHC Maker Index 1998). Building Inspection Cards list Thayer as the architect for the rear addition to the Ella F. Hoxie school in 1914.

In 1910, after the new school was built, the little two-room school house was moved to 42 Washburn Street and converted for residential use (Burgess 1990). The Sagamore Grammar School was renamed in the 1980s in honor of Ella F. Hoxie, a teacher who provided almost half a century (48 years) of service in the Bourne schools (Smart n.d.: 6). The school continues to serve the educational needs of the community to the present day.

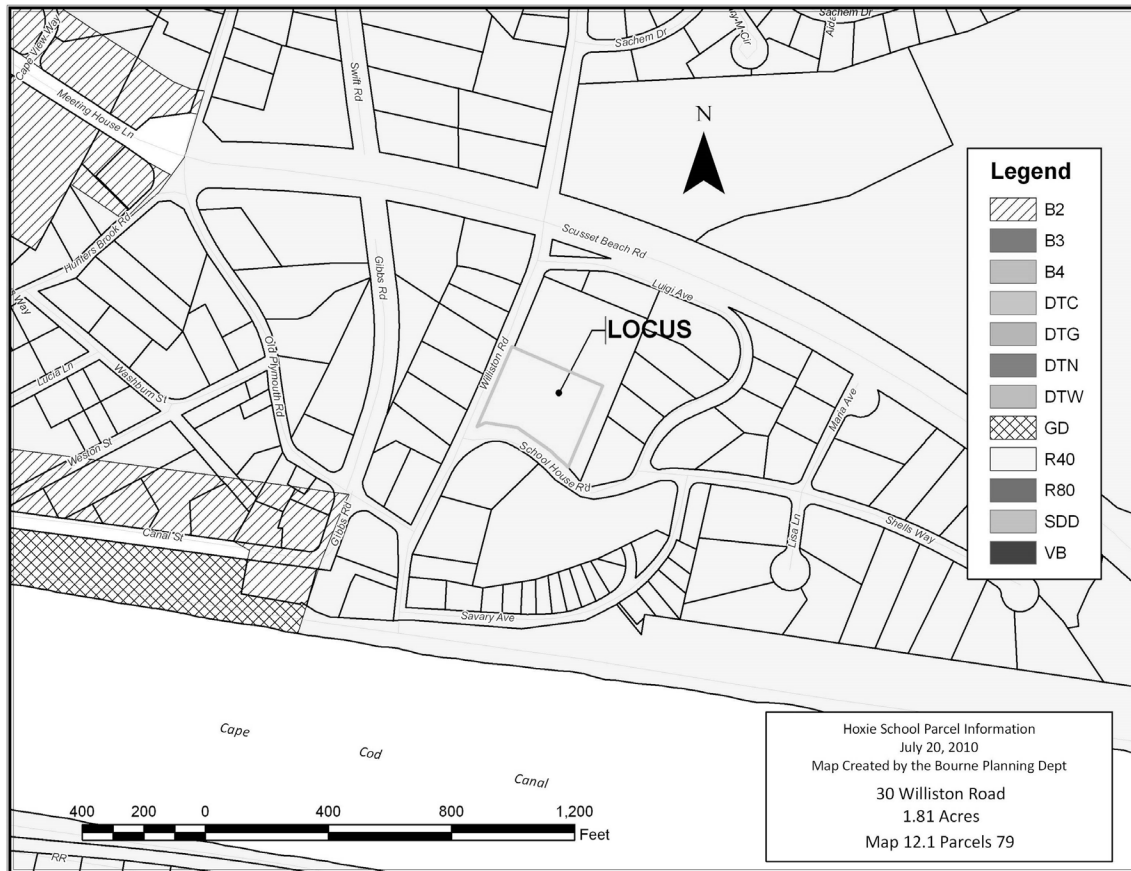
North of the church, on the same side of the street, stands the Ella F. Hoxie School at 30 Williston Road (MHC 119)\*, a good local example of a Classical Revival-Style educational building. Major architectural elements include a 1½-story, rectangular, hip-roof main block with a central entrance with paired wood doors set below a multi-light transom with simple keystone entablature above. The building features a 1-story entrance portico on the facade with pediment supported by pilasters and free-standing Doric columns. A stringcourse separates the first-story from the brick basement level. A 1-story, gable-roof ell on a brick foundation is attached to the rear of the main block and features similar stylistic details to the main block. Attached to the gable-roof ell is a 1½-story, hipped-roof addition on a brick foundation. Fenestration consists of single and paired, 6/6 double-hung sash windows. Three interior brick chimneys project from the ridge of the gable-roof ell. A 1½-story, end-gable building clad in wood shingles and resting on a concrete foundation is connected to the main block by a 1-story, flat-roof hyphen. This building features cornice returns and 9/9 and 12/12 sash windows.

**Taken from the Bourne Historic Survey Sheet compiled by PAL**

## EXHIBIT B - AERIAL PHOTOGRAPH



## EXHIBIT D - ZONING



15

feet+/- on School House Road. The property also is bounded a ball field to the north and residential dwellings to the east.

The property is located in the **R40 (Residential 40,000) Zoning District** which requires 40,000 square feet minimum lot size.

### Possible Uses:

- A. Single family residential, requires 125 feet of frontage and 40,000 square feet
- B. Duplex residential, requires 125' frontage and 80,000 square feet
- C. Two Single family residential use with the creation of two (2) lots both with 125 feet of frontage and 40,000 square feet.
- D. The following uses are also permitted by right in the District (see Section 2220 of the Zoning Bylaw):
  - a. Farm/nursery without retailing
  - b. Taking in of six or less boarders by a family resident
- E. Accessory uses. The following uses are permitted as accessory uses in the District (some may require additional requirements or a special permit):
  - a. Accessory dwelling – special permit by the Zoning Board of Appeals
  - b. Home occupation
  - c. Roadside produce stand
  - d. Guest house- additional land area required
  - e. Fishing related activities –special permit required
  - f. Wind energy system – special permit required

C. Special Permit uses. The following uses are permitted as special permit uses in the District, provided a special permit is first obtained from the Planning Board or Zoning Board of Appeals:

- a. Residential Social Service Facility.
- b. Animal Kennel/Hospital
- c. Funeral Home
- d. Resort development subject to Section 4600

F. Area regulations.

				Minimum Yard Setbacks			
Zoning Districts	Minimum Lot Area (square feet)	Minimum Lot Frontage (feet)	Minimum Lot Width (feet)	Front (feet)	Side (feet)	Rear (feet)	Maximum Building Height (feet)
R40	40,000	125"	N/A	30	15	15	35

## DEED

THE HOXIE CENTER AT SAGAMORE BEACH FOR ART, SCIENCE,  
EDUCATION AND CULTURE, INC., 30 Williston Road, P.O. Box 468,  
Sagamore Beach, MA 02562,

For consideration paid and in full consideration of One (\$1.00) Dollar,

GRANTS TO the TOWN OF BOURNE, a Massachusetts municipal corporation  
with a principal place of business of 24 Perry Avenue, Buzzards Bay, MA 02532,

with **QUITCLAIM COVENANTS**

a certain tract of land owned by Noble P. Swift in the village of Sagamore between  
land of Walter E.R. Nye and land of the Keith Car and Manufacturing Company,  
and bounded and described as follows: - Beginning at the southwesterly corner of  
the premises taken, at the intersection of the southeasterly line of the proposed 50  
foot street running along the southeasterly line of the homestead lot of Walter E.R.  
Nye, with the northeasterly line of the proposed 50 foot street running over the  
present cartway, and along the northerly line of the Savery land of the Keith Car  
and Manufacturing Company; thence by the said southeasterly line of the first  
named street, north thirty-six degrees and twenty-six minutes east (N. 36° 26' E.),  
three hundred seven (307) feet, to remaining land of the said Noble P. Swift;  
thence by said remaining land of the said Swift south fifty-three degrees and thirty-  
four minutes east (S. 53 ° 34' east) three hundred twenty-one (321) feet and south  
thirty-six degrees and twenty-six minutes west (S. 36 ° 26' W.) three hundred three  
(303) feet to the said northeasterly line of the second named street, thence by the  
said northeasterly line of said street, parallel with the fifty feet distant from the said  
land of said Keith Car and Manufacturing, that is to say, north thirty-two degrees  
and thirty-six minutes west (N. 32 ° 36' W.) seventy-three (73) feet, north forty  
degrees and thirty-one minutes west (N. 40 ° 31' W.) sixty-eight 5/10 (68.5) feet,

30 Williston Road  
Sagamore Beach MA 02562



north forty-six degrees and twenty-two minutes west (N. 46 ° 22' W.) sixty-five feet (65); north sixty-eight degrees and six minutes west (N. 68 ° 06' W.) sixty-five 5/10 feet (65.5); north eighty-one degrees and thirty-eight minutes west (N. 81 ° degrees 38 W.) forty-nine (49) feet; and south eighty degrees and twenty-three minutes west (S. 80 ° 23' W.), twenty-three (23) feet to the point of beginning, containing two acres. The courses of the above described lines are from Magnetic Meridian, the variation being about N.12 ° 30' W.)

The premises above described are the same delineated on a plan entitled "Plan of land taken by the Town of Bourne from Noble P. Swift for a public school building at Sagamore Mass., by vote of the Town at a town meeting held March 2<sup>nd</sup> A.D. 1908, E.S. Ellis, Surveyor. Bourne, Mass., April 2<sup>nd</sup> 1908," recorded at Barnstable County Registry of Deeds at Plan Book 23, Page 87.

Said land is conveyed subject to and with the benefit of all rights, restrictions, reservations, easements and agreements of record, to the extent the same are now in force and applicable.

This conveyance is pursuant to a Right of Reverter, recorded at Barnstable County Registry of Deeds at Book 28999, Page 35, vesting title in the Grantee if the Grantor failed to comply with the terms of the Town of Bourne Community Preservation Grant Agreement. This conveyance memorializes that the Grantor and the Grantee covenant that the Grantor failed to comply with Sections 7 and 14 of the aforesaid Grant Agreement and that the exercise of the Right of Reverter by the Grantee shall have full legal force and effect. The Grantor and the Grantee agree to release each other from any and all claims related to the default by the Grantor of its obligations under the Grant Agreement in consideration of this conveyance by the Grantor to the Grantee.

Pursuant to the terms and provisions contained in Massachusetts General Laws, Chapter 64S, Section 1, no deed excise tax stamps are required to be affixed hereto.

WITNESS our hands and seals this 21 day of June, 2018.

THE HOXIE CENTER AT SAGAMORE BEACH FOR ART,  
SCIENCE, EDUCATION AND CULTURE, INC.

By its President:

Meredith Chase

Meredith Chase

By its Treasurer:

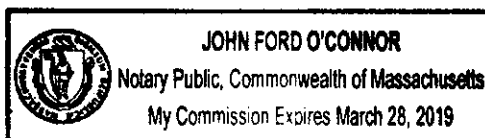
Sarah Tribuzio

Sarah Tribuzio

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss.

On this 21 day of June, 2018, before me the undersigned notary public, personally appeared, Meredith Chase, President and Sarah Tribuzio, Treasurer, proved to me through satisfactory identification, which was a Massachusetts Driver's License, to be the person whoses name are signed on the preceding or attached document, and acknowledged to me that they signed it voluntarily for its stated purpose



[Signature]

Notary Public

My Commission Expires:

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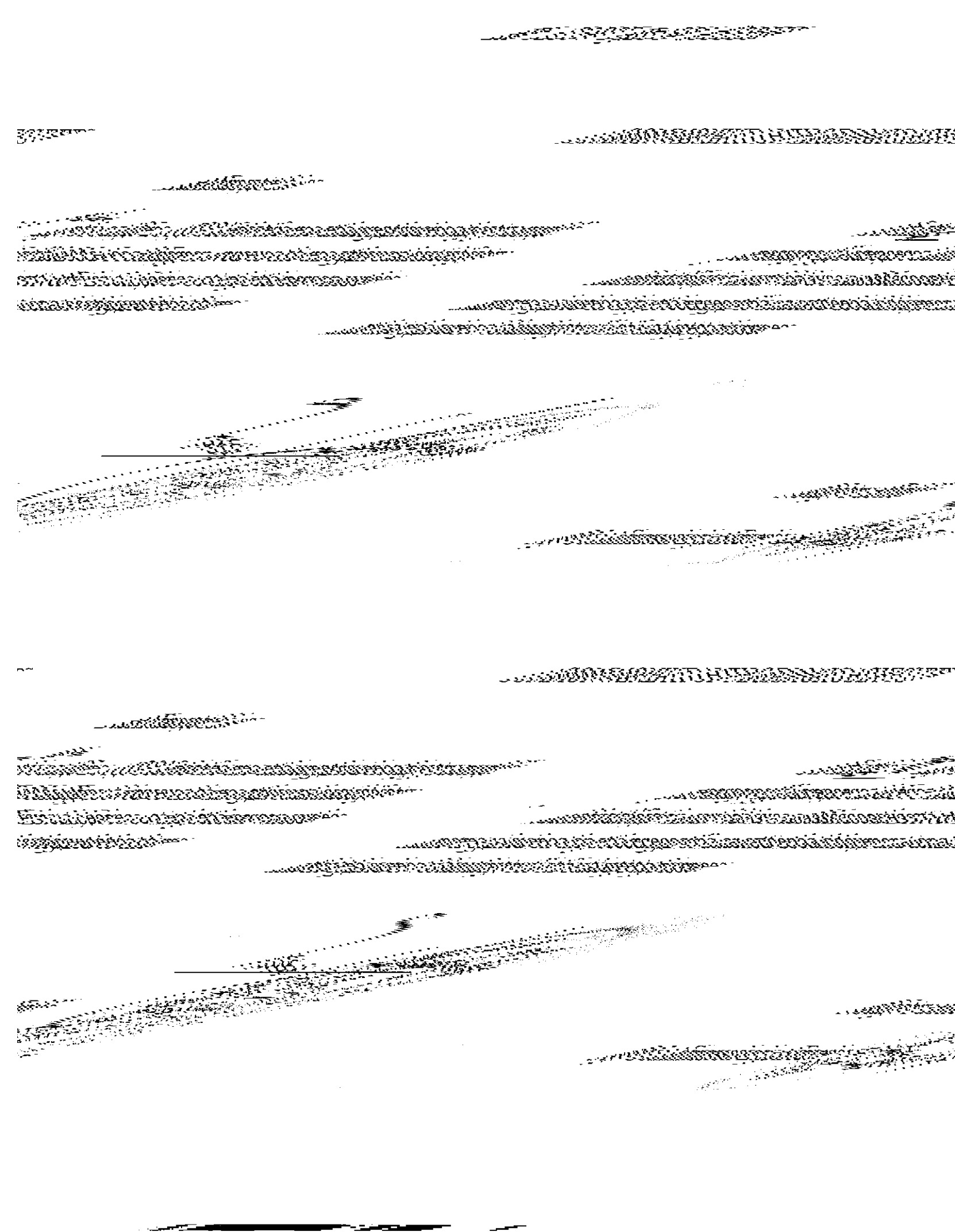
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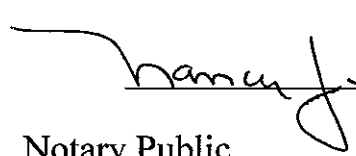
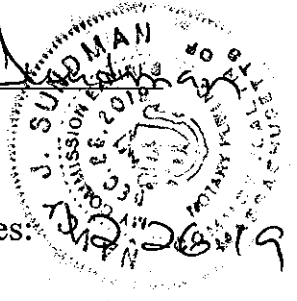
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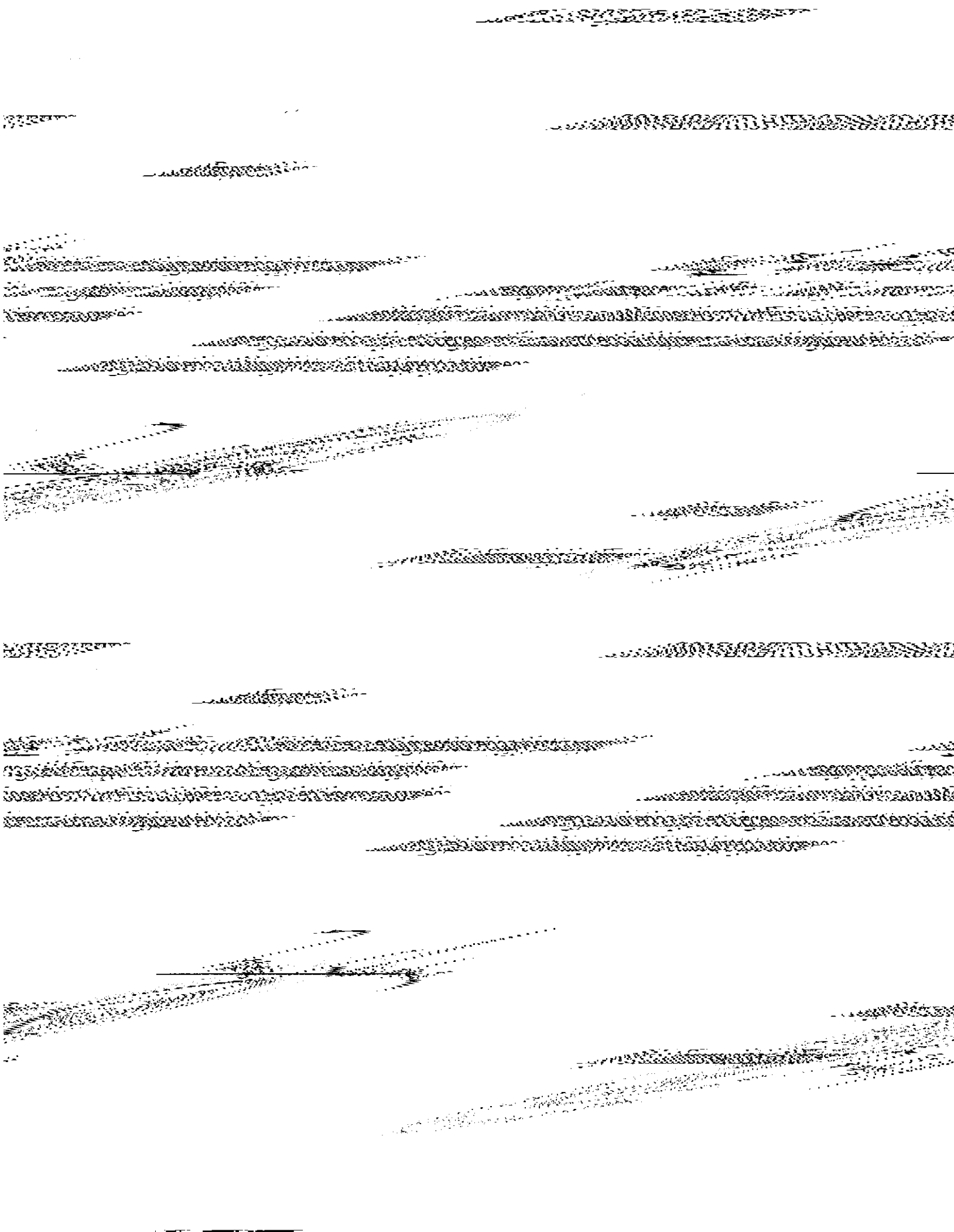


COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss.

On this 27<sup>th</sup> day of June, 2018, before me the undersigned notary public, personally appeared, James L. Potter, proved to me through satisfactory identification, which was a Massachusetts Driver's License, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose.

  
Notary Public  
My Commission Expires: 



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## Exhibit F

*This Historic Preservation* Restriction is made this 9th day of June, 2015, by and between Hoxie Center at Sagamore Beach for Art, Science, Education and Culture, Inc., a nonprofit Massachusetts corporation, with a mailing address of P.O. Box 468, Sagamore Beach, MA 02562, together with its heirs, successors, administrators and assigns (hereinafter referred to as the "GRANTOR") and Town of Bourne (hereinafter referred to as the "TOWN" and "GRANTEE"), a Massachusetts municipal corporation with an address of 24 Perry Avenue, Buzzards Bay, Massachusetts 02532, the Town of Bourne, a municipal corporation of the Commonwealth of Massachusetts, acting by and through its agent, the Bourne Historic Commission (hereinafter referred to as the "COMMISSION").

*Whereas*, the Grantor is owner of certain real property with improvements thereon originally known as the Sagamore Grammar School and subsequently as the Hoxie School (hereinafter "the Building") located at 30 Williston Road in the Town of Bourne and County of Barnstable, in the Commonwealth of Massachusetts ("The Property"), more particularly described in the Deed book 28999 and page 33. The Property is also shown as the parcel marked "Sagamore School" and "Auditorium" on the 1954 plot plan recorded with the Barnstable County Registry of Deeds, plan book 128, page number 123, and is attached as Exhibit A. Also, a further outline of the property is shown as Parcel N° 79 on Town of Bourne Assessors' Map 12.1., attached as Exhibit B, and includes the following description, and

"The Building consists of a brick-foundation, wood frame and wood-shingled, two-story, former elementary school, comprising twelve classrooms and an assembly hall, constructed in three stages during the period 1909 to 1914, and designed by Boston architect Oscar A. Thayer. The Building includes an assembly hall wing added in the 1940s."

"The Building stands on a 1.87-acre parcel abutting 2.4 acres of Town-owned land containing ball-field, playground and parking area."

*Whereas*, a narrative description of the Building's present appearance, important architectural features and current condition is found below, and

The shingled one-and-a-half story hipped-roof rectangular-plan classroom building includes the original two upper-level classrooms (with lower-level toilet rooms) facing Williston Road (completed in 1909 and measuring 35 x 80 feet over-all) to which subsequently were added the remaining six classrooms (measuring 65 x 130 feet) and the lower-floor level with central corridor, containing four teaching spaces, plus kitchen cafeteria, boiler room and storage.

By setting the building's brick-walled lower floor level below grade just deep enough to ensure frost protection for the foundation, and the classroom floor level approximately five feet above the surrounding grade, the architect assured the possibility of large lower-level windows and ample daylight to all the lower-level rooms. The classroom addition extends the central hallway of the original two classrooms eastward to provide an additional exit and a direct link to the assembly hall built in the 1940s.



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...កិច្ចសន្យាជាមួយអង្គការយូណេស្កូ។

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 2. ความเป็นอิสระขององค์กรปกครองส่วนท้องถิ่น  
 3. ความเป็นอิสระขององค์กรปกครองส่วนท้องถิ่น  
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have the common purpose of conserving and preserving the aforesaid preservation values and significance of the Building exterior, and

*Whereas*, the Building exterior's preservation values are documented in a set of reports, drawings, and photographs (the "Baseline Documentation" incorporated herein by reference, which Baseline Documentation the parties agree provides an accurate representation of the Building as of the effective date of this grant), and

*Whereas*, the Baseline Documentation shall consist of the following:

1. Exhibit A- Plot plan of the property drawn by James Tyson, Bourne Town Engineer, dated May 31<sup>st</sup>, 1954, and recorded with the Barnstable County Registry of Deeds, Plan Book 128, Page 123.
2. Exhibit B- Segment from Bourne Town Assessors' Map 12.1 showing Parcel N° 79 with an area of 1.88 acres.
3. Exhibit C- Recent Photographs of the exterior:
  - a. Partial southern elevation of classroom and assembly buildings, April 2015; Aerial photo of all buildings and property, winter/spring 2014
  - b. Partial (west) southern elevation of classroom building, April 2015; Partial (east) southern elevation of classroom building, April 2015
  - c. Southern elevation of assembly hall, April 2015; Western elevation of main building, April 2015 (Tall shrubs, steep downhill slope & hedge prevent single photograph of entire elevation)
  - d. Northern elevation of entire building, April 2015; detailed elevation of southern entrance, April 2015
  - e. Southern elevation of connector link between classroom building and assembly hall, April 2015; Northern elevation of assembly hall, connector link, and classroom building, April 2015
  - f. Partial (south to north) eastern elevations of the assembly hall and classroom building, April 2015
4. Exhibit D- Massachusetts Historic Commission Inventory from B, filed at MHC State Archives September 30, 1999.

*Whereas*, the grant of a preservation restriction by the Grantor to Grantee on the Building exterior will assist in preserving and maintaining the Building exterior and its architectural, historic and cultural features for the benefit of the people of the Town of Bourne, County of Barnstable, Commonwealth of Massachusetts, and the United States of America, and

*Whereas*, to that end, Grantor desires to grant to Grantee, and Grantee desires to accept, a preservation restriction in gross in perpetuity on the exterior of the Building and the Property pursuant to the Act,

*Now, Therefore*, in consideration of the above and the mutual covenants, terms, conditions, and restrictions contained herein, and pursuant to M.G.L. chapter 184, sections 31, 32, and 33, Grantor does hereby voluntarily grant and convey unto the Grantee this preservation restriction (hereinafter referred to as "THE RESTRICTION") in gross in perpetuity over the exterior of the Building and the Property.

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~~CONFIDENTIAL~~

~~SECRET~~

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សេចក្តីសង្ខេបនៃការងារស្រាវជ្រាវស្រាវអង្កេតស្រាវប្រឆាំងជំងឺឆ្លងស្រាវប្រឆាំងជំងឺកម្រិតធ្ងន់ និងជំងឺកម្រិតធ្ងន់ដទៃទៀត ដែលបានកើតឡើងនៅក្នុងប្រទេសកម្ពុជា ក្នុងរយៈពេលពីឆ្នាំ ២០១២ ដល់ឆ្នាំ ២០២០ ត្រូវបានបង្ហាញនៅក្នុងតារាងខាងក្រោម៖

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[illegible]

...*सुखं भवति*...

*[The page contains approximately 18 lines of extremely faint, illegible handwritten Burmese script.]*

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*[Faint, illegible handwritten notes]*

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១. ក្នុងករណីដែលមានការបំពានច្បាប់ដោយអ្នកប្រកាសសេចក្តីសម្រេច  
 ២. ក្នុងករណីដែលមានការបំពានច្បាប់ដោយអ្នកប្រកាសសេចក្តីសម្រេច  
 ៣. ក្នុងករណីដែលមានការបំពានច្បាប់ដោយអ្នកប្រកាសសេចក្តីសម្រេច  
 ៤. ក្នុងករណីដែលមានការបំពានច្បាប់ដោយអ្នកប្រកាសសេចក្តីសម្រេច  
 ៥. ក្នុងករណីដែលមានការបំពានច្បាប់ដោយអ្នកប្រកាសសេចក្តីសម្រេច  
 ៦. ក្នុងករណីដែលមានការបំពានច្បាប់ដោយអ្នកប្រកាសសេចក្តីសម្រេច  
 ៧. ក្នុងករណីដែលមានការបំពានច្បាប់ដោយអ្នកប្រកាសសេចក្តីសម្រេច  
 ៨. ក្នុងករណីដែលមានការបំពានច្បាប់ដោយអ្នកប្រកាសសេចក្តីសម្រេច  
 ៩. ក្នុងករណីដែលមានការបំពានច្បាប់ដោយអ្នកប្រកាសសេចក្តីសម្រេច  
 ១០. ក្នុងករណីដែលមានការបំពានច្បាប់ដោយអ្នកប្រកាសសេចក្តីសម្រេច

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circumstances may include, but are not limited to, partial or total destruction of the Building resulting from casualty. Extinguishment must be the result of a judicial proceeding in a court of competent jurisdiction and shall meet the requirements of the Act for extinguishment, including approvals by the Town of Bourne, and the Massachusetts Historical Commission following public hearings to determine that such extinguishment is in the public interest. In the event of any sale of all or a portion of the Property (or of any other property received in connection with an exchange or involuntary conversion of the Property), the proceeds of sale shall be divided between the Grantor and Grantee based on the values provided by an independent appraiser. The cost of such appraiser shall be borne by the Grantor, and will be considered in the division of the proceeds.

25. **Condemnation.** If all or any part of the Property is taken under the power of eminent domain by public, corporate, or other authority, or otherwise acquired by such authority through a purchase in lieu of a taking, Grantor and Grantee shall join in appropriate proceedings at the time of such taking to recover the full value of those interests in the Property that are subject to the taking and all incidental and direct damages resulting from the taking. Such recovered proceeds shall be divided between the Grantor and Grantee based on the values provided by an independent appraiser. The cost of such appraiser shall be borne by the Grantor, and will be considered in the division of the proceeds.

26. **Interpretation.** The following provisions shall govern the effectiveness, interpretation, and duration of the Restriction.

- a. Any rule of strict construction designed to limit the breadth of restrictions on alienation or use of Building shall not apply in the construction or interpretation of this Restriction, and this instrument shall be interpreted broadly to effect its Purpose and the transfer of rights and the restrictions on use herein contained.
- b. This instrument may be executed in two counterparts, one of which may be retained by the Grantor, and the other, after recording, to be retained by the Grantee. In the event of any discrepancy between the counterparts produced, the recorded counterpart shall in all cases govern. In the event of any discrepancy between two copies of any documentation retained by the parties, the copy retained by Grantee shall control.
- c. This instrument is made pursuant to the Act, but the invalidity of such Act or any part thereof shall not affect the validity and enforceability of this Restriction according to its terms, it being the intent of the parties to agree and to bind themselves, their successors, and their assigns in perpetuity to each term of this instrument whether this instrument be enforceable by reason of any statute, common law, or private agreement in existence either now or hereafter. The invalidity or unenforceability of any provision of this instrument shall not affect the validity or enforceability of any other provision of this instrument or any ancillary or supplementary agreement relating to the subject matter thereof.
- d. Nothing contained herein shall be interpreted to authorize or permit Grantor to violate any ordinance or regulation relating to building materials, construction methods, or use. In the event of any conflict between any such ordinance or regulation and the terms hereof, Grantor promptly shall notify Grantee of such conflict and shall

cooperate with Grantee and the applicable governmental entity to accommodate the purposes of both this Restriction and such ordinance or regulation.

27. ***Amendment.*** If circumstances arise under which an amendment to or modification of this Restriction would be appropriate, Grantor and Grantee may by mutual written agreement jointly amend this Restriction, provided that no amendment shall be made that will adversely affect the qualification of the Restriction or the status of Grantee under the laws of the Commonwealth of Massachusetts. Any such amendment shall be consistent with the protection of the preservation values of the Building and the Purpose of this Restriction; shall not affect its perpetual duration; shall not permit any private inurement to any person or entity; and shall not adversely impact the overall architectural, historic, natural habitat, and open space values protected by this Restriction. Any such amendment shall be effective when the requirements of the Act with respect to amendments have been met and the amendment is recorded in the land records of the County of Barnstable. Nothing in this paragraph shall require Grantor or Grantee to agree to any amendment or to consult or negotiate regarding any amendment.

THIS RESTRICTION reflects the entire agreement of Grantor and Grantee. Any prior or simultaneous correspondence, understandings, agreements, and representations are null and void upon execution hereof, unless set out in this instrument.

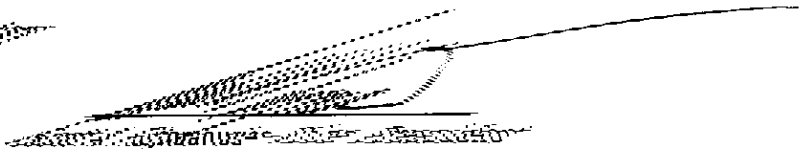
TO HAVE AND TO HOLD, the said Historic Preservation Restriction, unto the said Grantee and its successors and permitted assigns forever. This Historic Preservation Restriction may be executed in two counterparts and by each party on a separate counterpart, each of which when so executed and delivered shall be an original, but both of which together shall constitute one instrument.

IN WITNESS WHEREOF, Grantor and Grantee have set their hands this 9<sup>th</sup> day of June, 2015, the signatories below are duly authorized to sign on the behalf of each party.

សំណើសុំបញ្ជាក់ស្តីពីការប្រកាស

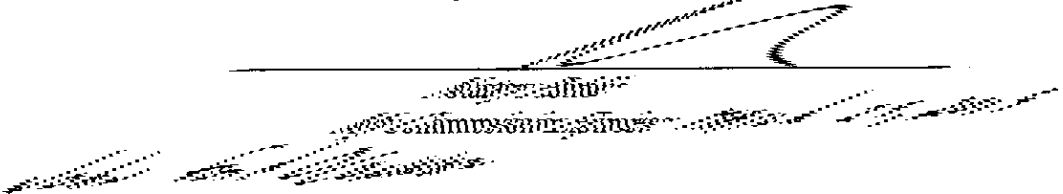
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សំណើសុំបញ្ជាក់ស្តីពីការប្រកាស  
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សំណើសុំបញ្ជាក់ស្តីពីការប្រកាស



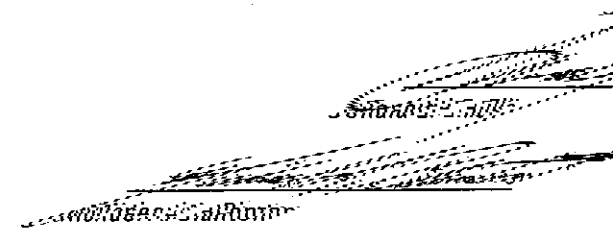
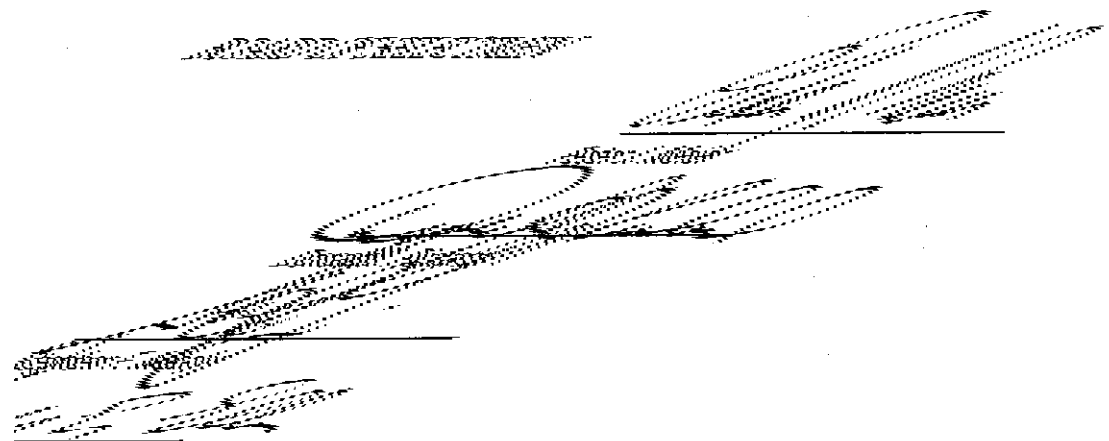
សេចក្តីសម្រេចរបស់គណៈកម្មាធិការជាតិរៀបចំការបោះឆ្នោត

សេចក្តីសម្រេចរបស់  
គណៈកម្មាធិការជាតិ  
រៀបចំការបោះឆ្នោត

សេចក្តីសម្រេចរបស់គណៈកម្មាធិការជាតិរៀបចំការបោះឆ្នោត

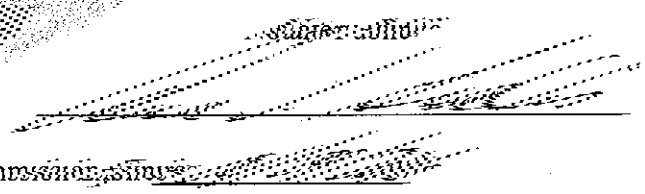
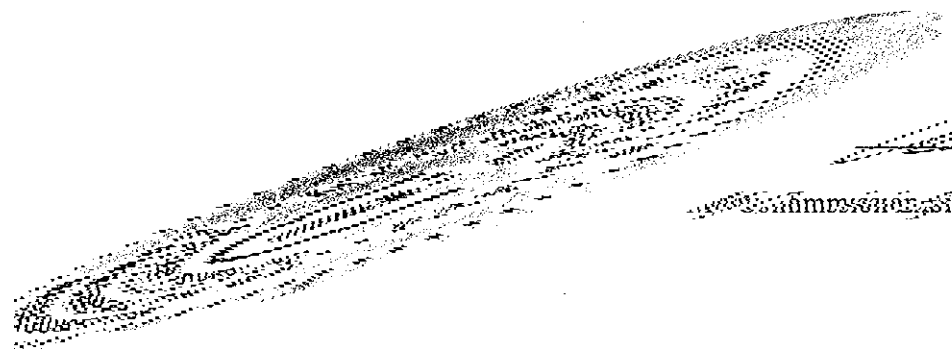
សេចក្តីសម្រេចរបស់គណៈកម្មាធិការជាតិរៀបចំការបោះឆ្នោត

សេចក្តីសម្រេចរបស់គណៈកម្មាធិការជាតិរៀបចំការបោះឆ្នោត



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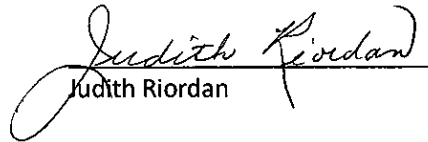
សេចក្តីសម្រេចរបស់គណៈកម្មាធិការជាតិរៀបចំការបោះឆ្នោត



# ACCEPTANCE BY THE BOURNE HISTORIC COMMISSION

I, the undersigned, being duly authorized by a vote of the of the members of the Bourne Historic Commission, at a public meeting held April 14, 2015, and as the chairwoman of said Commission, hereby certify that the Bourne Historic Commission voted to accept the foregoing Historic Preservation Restriction by Hoxie Center for Art, Science, Education and Culture, Inc., pursuant to Massachusetts General Laws, chapter 184, section 32, and also hereby certify at said meeting we made a finding that this Restriction is in the public interest.

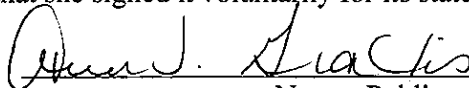
Chairwoman of Bourne Historic Commission

  
Judith Riordan

## COMMONWEALTH OF MASSACHUSETTS

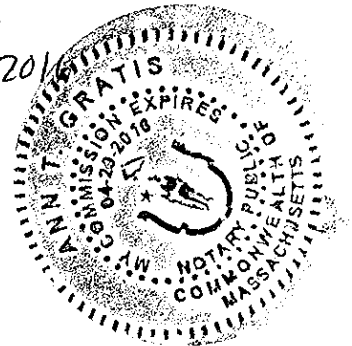
BARNSTABLE, ss.

On this 17 day of June, 2015 before me, the undersigned notary public, personally appeared Judith Riordan, proved to me through satisfactory evidence of identification, which was (~~a current driver's license~~) (~~a current U.S. passport~~) (my personal knowledge of the identity of the principal), to be the person whose name is signed on the preceding or attached document, and acknowledged to me that she signed it voluntarily for its stated purposes.



Notary Public

My Commission Expires: 04/29/2016



**APPROVAL BY THE MASSACHUSETTS HISTORICAL COMMISSION**

The undersigned hereby certifies that the foregoing preservation restrictions have been approved pursuant to Massachusetts General Laws, Chapter 184, section 32.

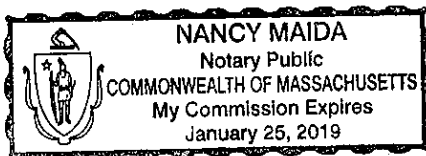
**MASSACHUSETTS HISTORICAL COMMISSION**

By Brona Simon  
Brona Simon  
Executive Director and Clerk  
Massachusetts Historical Commission

**COMMONWEALTH OF MASSACHUSETTS**

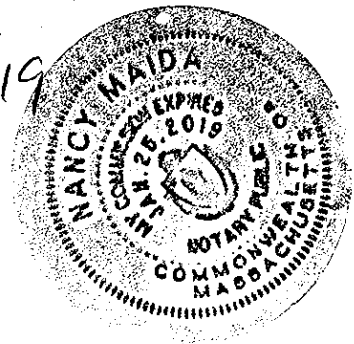
Suffolk, ss.

On this 28<sup>th</sup> day of June, 2015, before me, the undersigned notary public, personally appeared Brona Simon, proved to me through satisfactory evidence of identification, which was (~~a current driver's license~~) (~~a current U.S. passport~~) (my personal knowledge of the identity of the principal), to be the person whose name is signed on the preceding or attached document, and acknowledged to me that she signed it voluntarily for its stated purposes.



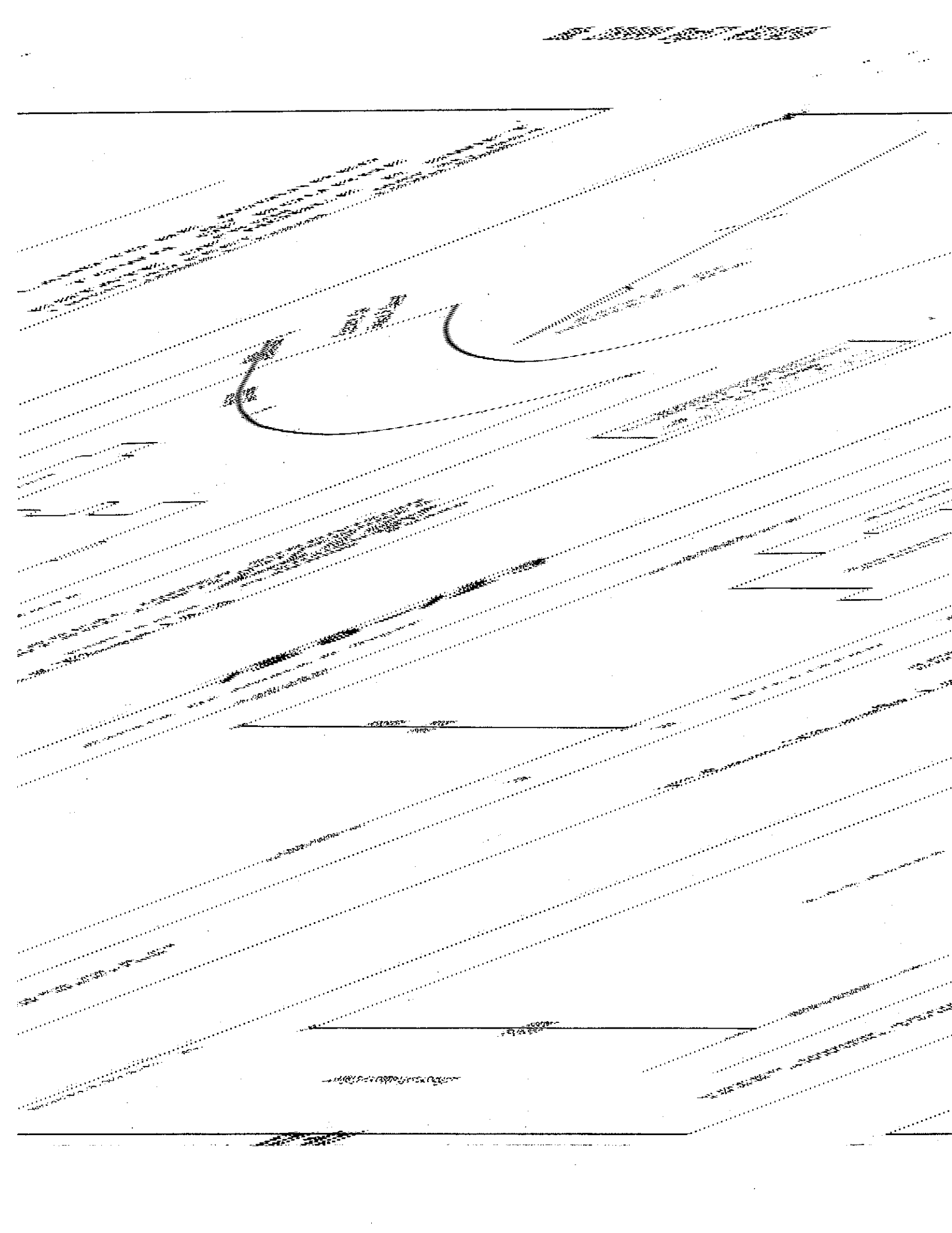
Notary Public

Nancy Maida  
My Commission Expires January 25, 2019











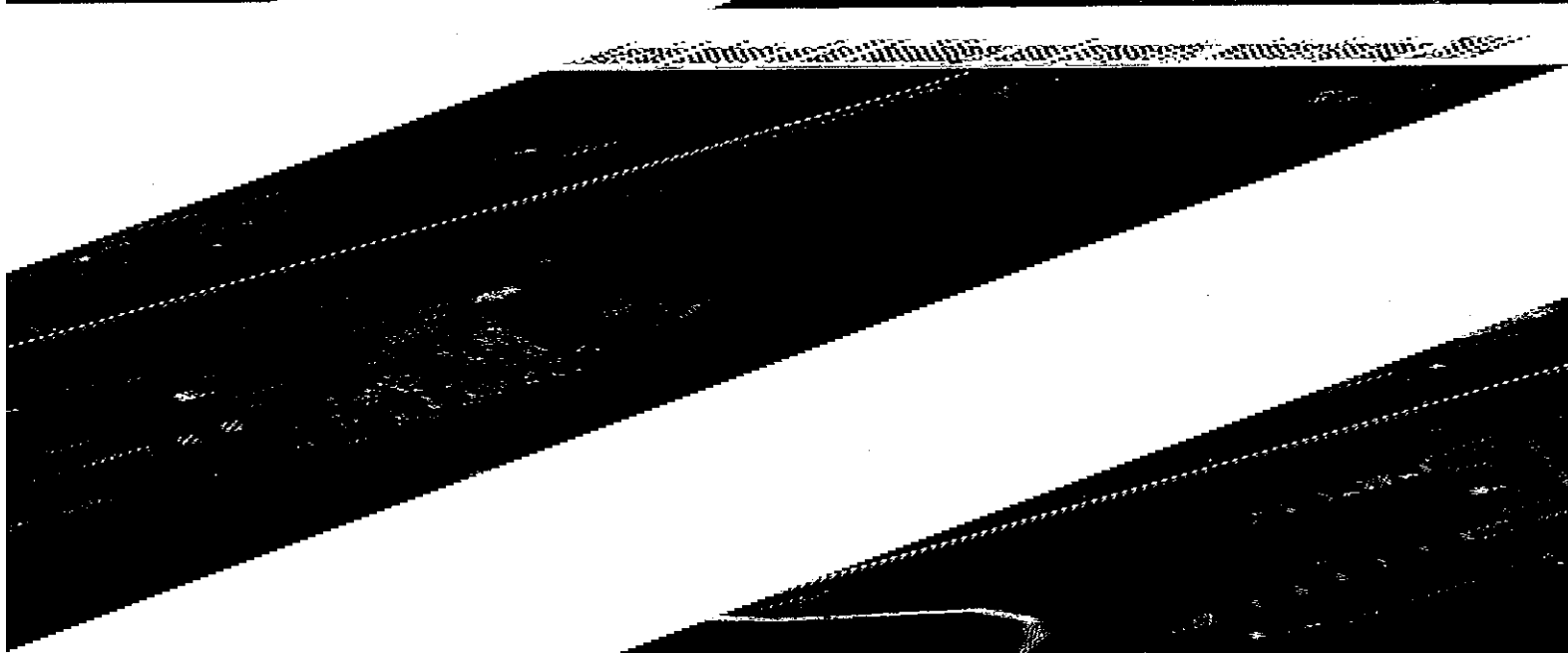
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**Partial (west) southern elevation of classroom building, April 2015**



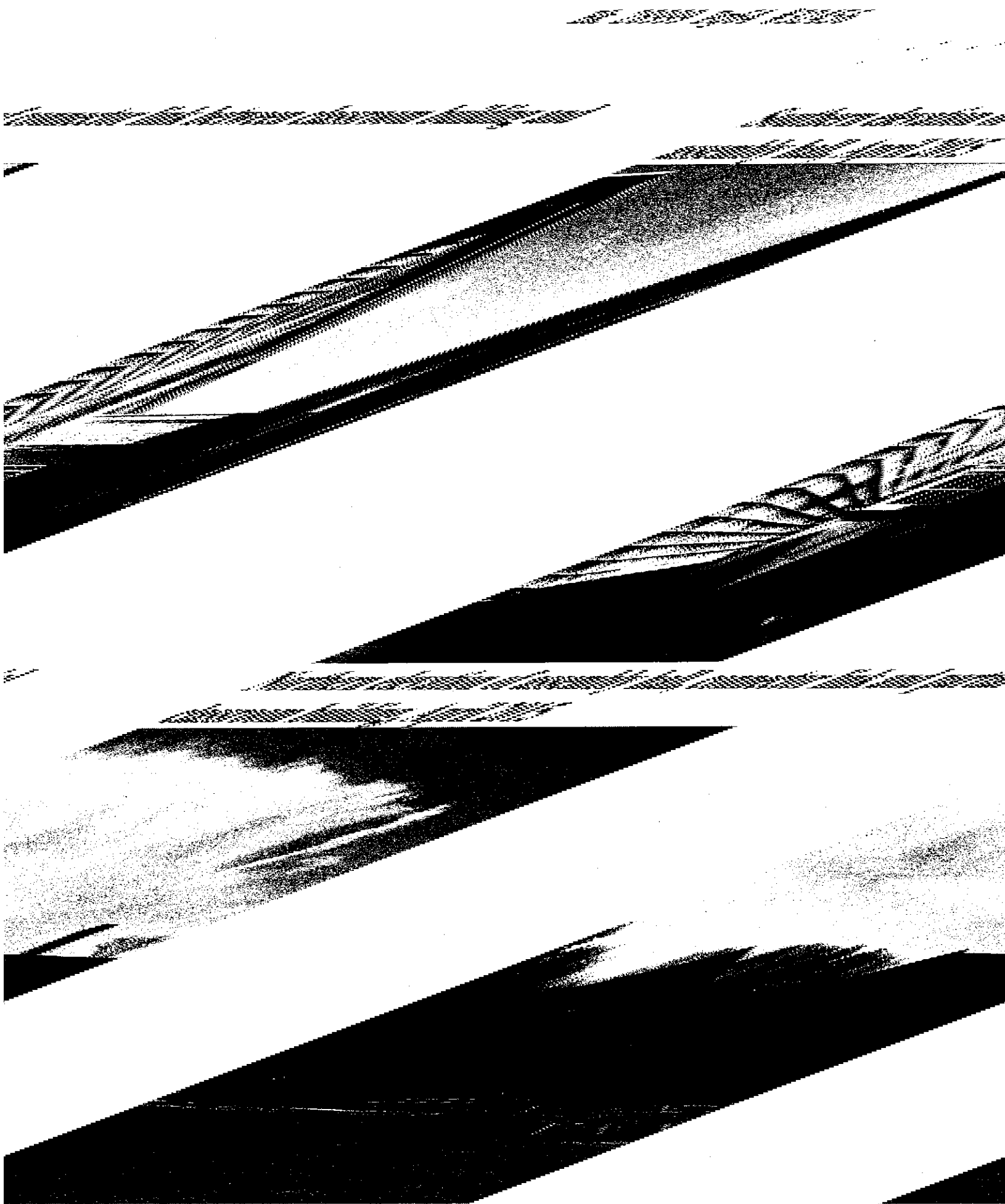
**Partial (east) southern elevation of classroom building, April 2015**





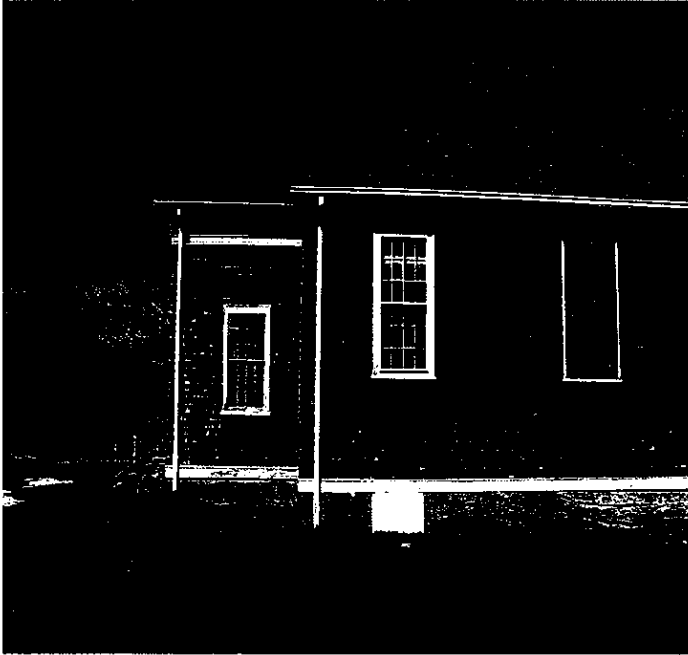




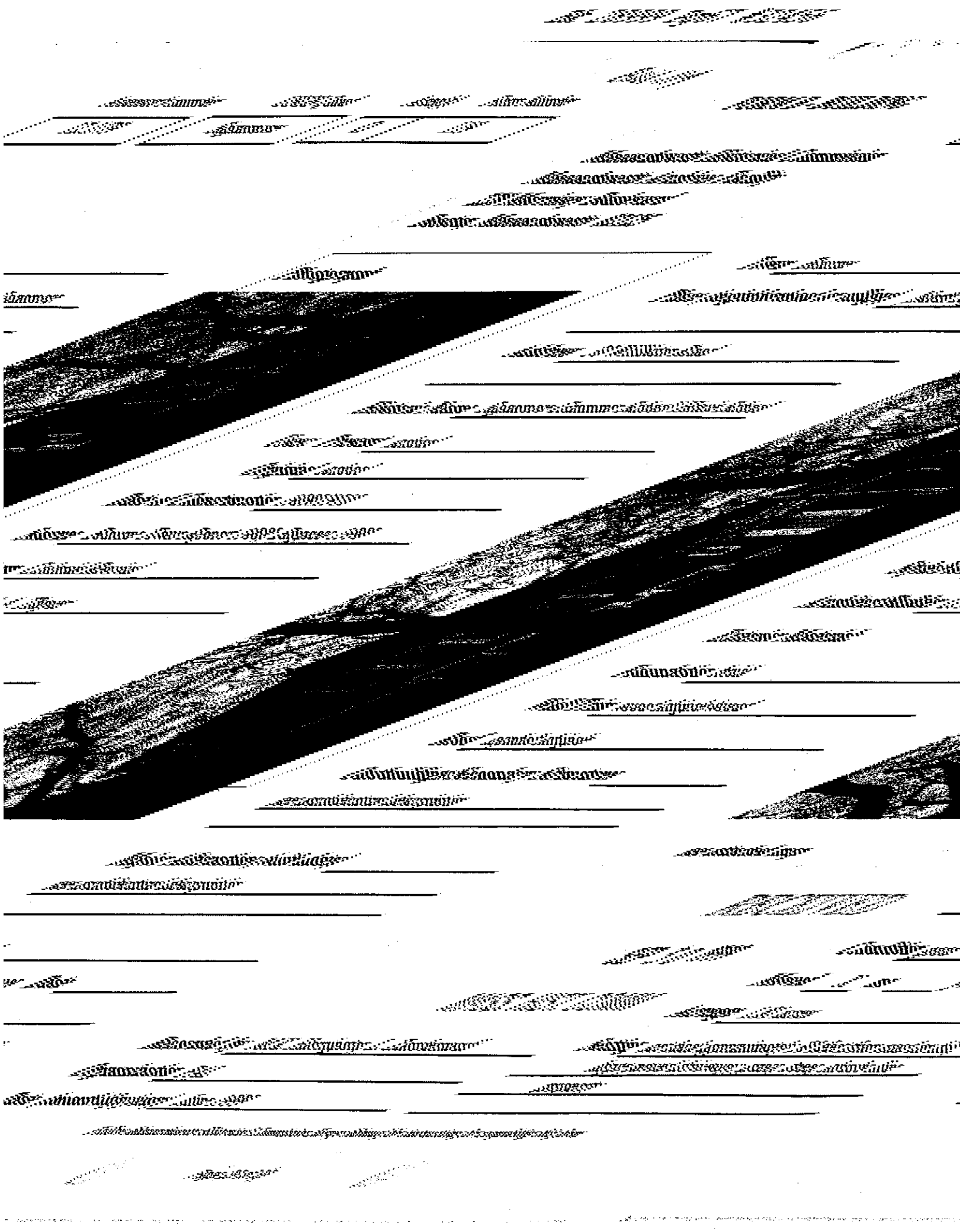


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Partial (south to north) eastern elevations of assembly hall and classroom building, April 2015







~~SECRET - CONFIDENTIAL~~

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ព្រះសាសនាដែលបានកើតឡើងពីការសង្កេតឃើញនូវការបំផ្លាញដល់បរិស្ថានដោយសារការប្រើប្រាស់ធនធានធម្មជាតិយ៉ាងមិនប្រកាសជាដើម។

~~SECRET~~

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๑. การดำเนินงานตามแผนงานและโครงการ  
 ๒. การดำเนินงานตามแผนงานและโครงการ  
 ๓. การดำเนินงานตามแผนงานและโครงการ  
 ๔. การดำเนินงานตามแผนงานและโครงการ  
 ๕. การดำเนินงานตามแผนงานและโครงการ  
 ๖. การดำเนินงานตามแผนงานและโครงการ  
 ๗. การดำเนินงานตามแผนงานและโครงการ  
 ๘. การดำเนินงานตามแผนงานและโครงการ  
 ๙. การดำเนินงานตามแผนงานและโครงการ  
 ๑๐. การดำเนินงานตามแผนงานและโครงการ

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1. วัตถุประสงค์ของการดำเนินงาน  
 2. วัตถุประสงค์ของการดำเนินงาน  
 3. วัตถุประสงค์ของการดำเนินงาน  
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 8. วัตถุประสงค์ของการดำเนินงาน  
 9. วัตถุประสงค์ของการดำเนินงาน  
 10. วัตถุประสงค์ของการดำเนินงาน

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၁။ ချီတက်မှုများကို အားလုံးပူးပေါင်းဆောင်ရွက်ရန် အရေးကြီးသည်။  
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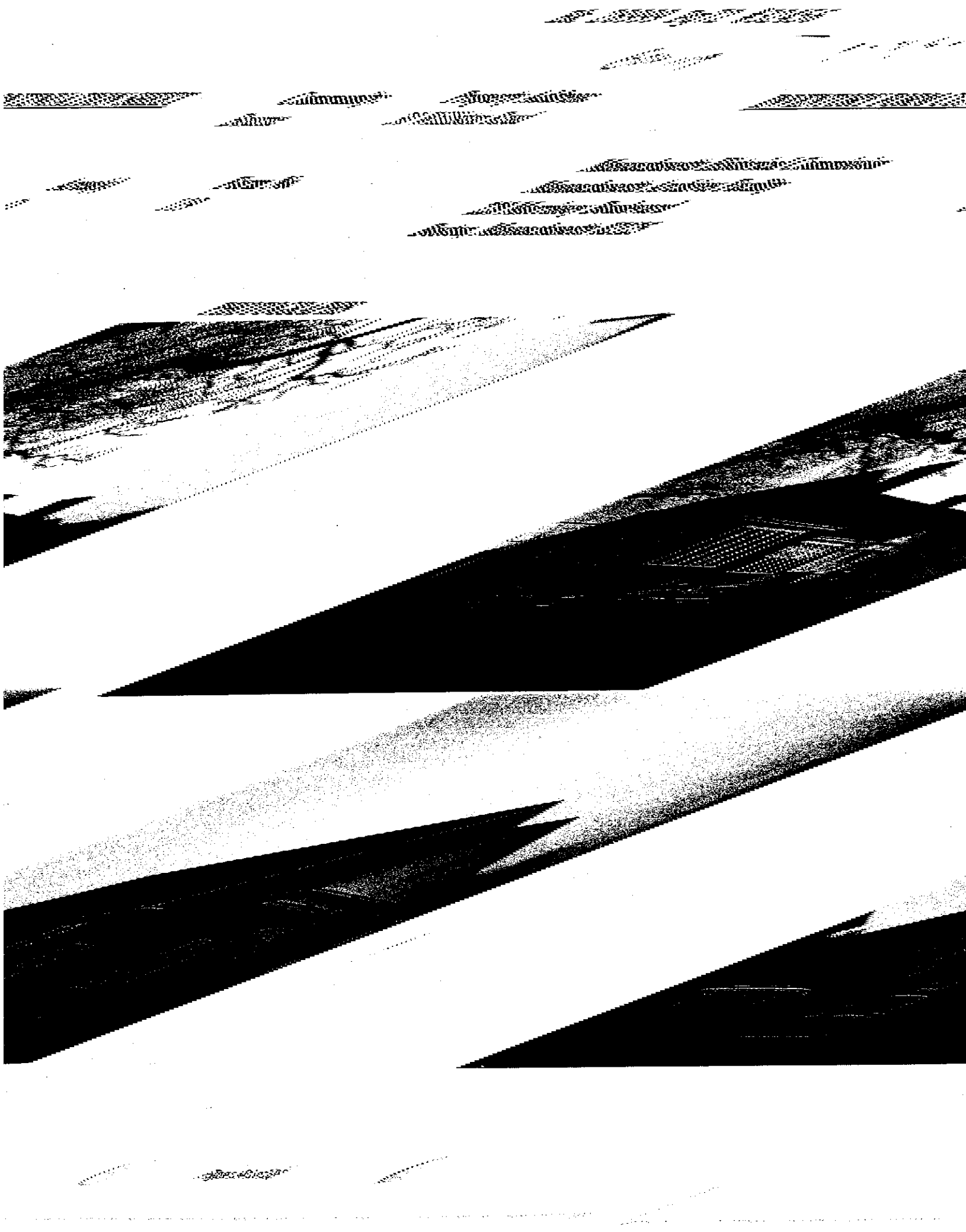
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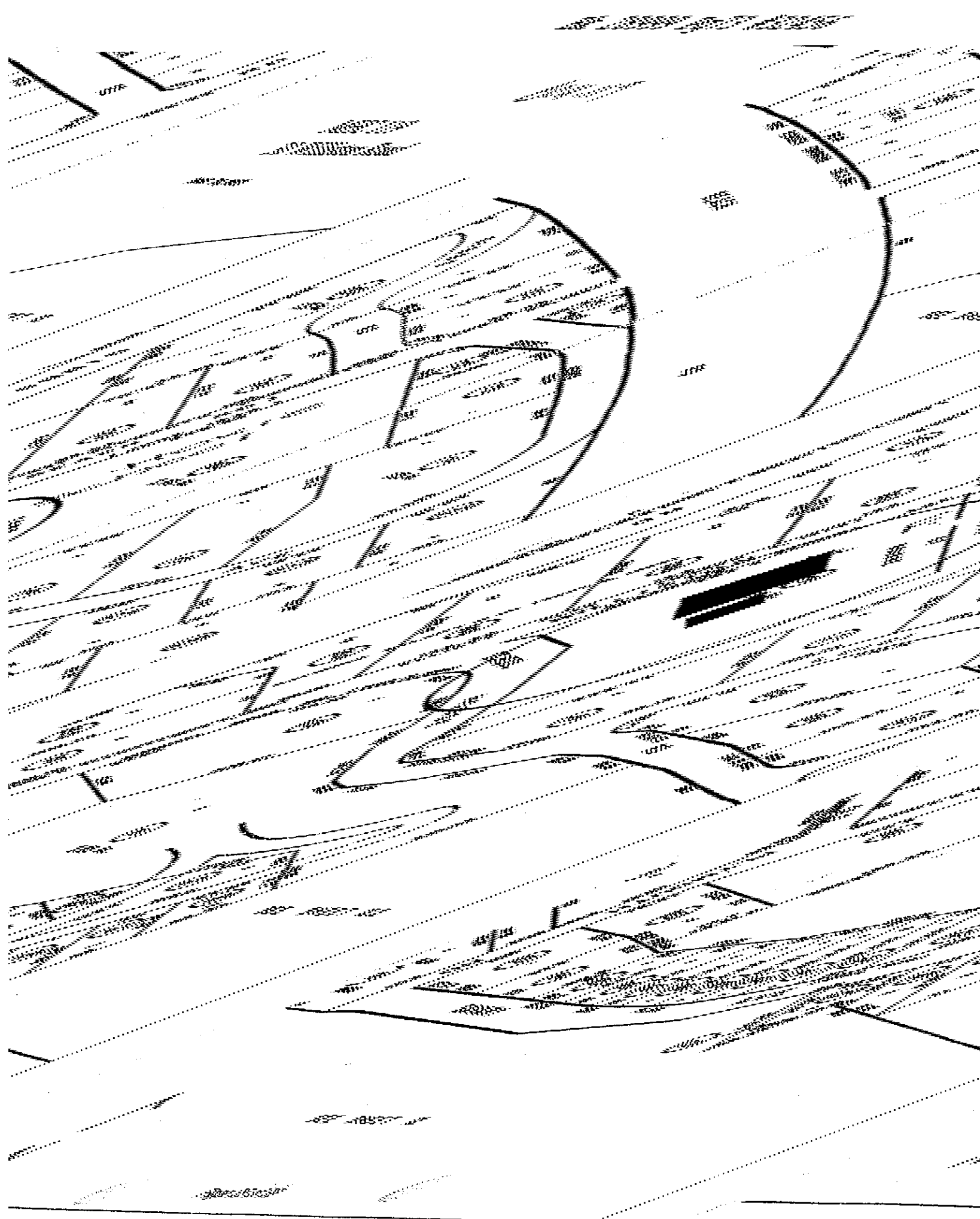
សេចក្តីសម្រេចនេះមានឥទ្ធិពលចាប់ពីថ្ងៃចុះហត្ថលេខាតទៅ។



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Bou. 119

BUILDING INSPECTION DEPARTMENT - BUREAU OF BUILDING

CASE B 2 27

BUILDING S. MORE

CITY OR TOWN B. 2

TO BE USED FOR P. 2 STREET (Sa)

OWNER T. 2 of B.

ARCHITECT O. 2 Thayer

CERTIFICATE APPROVAL - 27

DATE July 3

INSPECTOR Merriam

OUT TO OCT 1914

BUILDING INSPECTION DEPARTMENT - BUREAU OF BUILDING

CASE 1 RACK

BUILDING S. 2

CITY OR TOWN Bourne

TO BE USED FOR School purpose

OWNER Town of Bourne

ARCHITECT Oscar Thayer

CERTIFICATE APPROVAL - 27

DATE May 1, 1914

INSPECTOR Saunders

CLASS 1

၁။ နိုင်ငံတော်အတွက် အကျိုးရှိစေရန်  
၂။ လူမှုရေးအကျိုးအမြတ်အတွက်  
၃။ နိုင်ငံတော်အတွက် အကျိုးရှိစေရန်  
၄။ လူမှုရေးအကျိုးအမြတ်အတွက်

*[Signature]*

~~\_\_\_\_\_~~

...Wangyongsheng's letter to Wang

အနောက်ဘက်

အစီအစဉ်အရပ်ရပ်

— 259 —

مفتی محمد رفیع الرحمن

၁၂၅၆

...เพื่อใช้กับบันทึกของนักเรียน

...အိမ်ထောင်ရေးအဖွဲ့အစည်း...

**ВХОДЯЩА**

**အကျဉ်းချုပ်ဖော်ပြချက်**

ស្រុកសាលាវត្ត: ស្ថិតក្នុងក្រុងសៀមរាប

SECRET

အကျဉ်းချုပ်အားဖြင့် အောက်ဖော်ပြပါအတိုင်း ဖြစ်ပေါ်ခဲ့ပါသည်။

...การดำเนินการตามโครงการ: อนุมัติให้ดำเนินการในส่วนที่เกี่ยวกับ...

[illegible]

RECEIVED  
FEB 11 1964

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...*செய்து*...*செய்து*...

ထိုသို့ပြုလုပ်နိုင်ရန်အတွက် အောက်ပါအတိုင်း  
ဆောင်ရွက်ရမည်။

๑๖. การดำเนินงานตามแผนปฏิบัติการประจำปี ๒๕๖๓ ของกรมส่งเสริมการค้าระหว่างประเทศ กระทรวงพาณิชย์ โดยพิจารณาจากผลการดำเนินงานตามแผนปฏิบัติการประจำปี ๒๕๖๓ ของกรมส่งเสริมการค้าระหว่างประเทศ กระทรวงพาณิชย์ ซึ่งได้ดำเนินการตามแผนปฏิบัติการประจำปี ๒๕๖๓ ของกรมส่งเสริมการค้าระหว่างประเทศ กระทรวงพาณิชย์ โดยพิจารณาจากผลการดำเนินงานตามแผนปฏิบัติการประจำปี ๒๕๖๓ ของกรมส่งเสริมการค้าระหว่างประเทศ กระทรวงพาณิชย์

1. การดำเนินงานตามแผนปฏิบัติการประจำปี 2562  
 2. การดำเนินงานตามแผนปฏิบัติการประจำปี 2563  
 3. การดำเนินงานตามแผนปฏิบัติการประจำปี 2564  
 4. การดำเนินงานตามแผนปฏิบัติการประจำปี 2565

บทที่ ๑ - ความหมายของงานเขียน - ประเภทของงานเขียน - องค์ประกอบของงานเขียน - การเรียบเรียงงานเขียน - การตรวจแก้และแก้ไขงานเขียน

[illegible]

~~សេចក្តីផ្តើម~~

11/11/11 11:11:11 AM

**សេចក្តីផ្តើម**

01/25/2000

๑. การดำเนินงานตามแผนปฏิบัติการ : แผนปฏิบัติการประจำปี ๒๕๖๓ ได้ดำเนินการตามแผนปฏิบัติการประจำปี ๒๕๖๓ โดยมีการติดตามและประเมินผลอย่างต่อเนื่อง และมีการปรับปรุงแผนปฏิบัติการประจำปี ๒๕๖๓ ให้สอดคล้องกับสถานการณ์ปัจจุบัน

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ကုသိုလ်ကံ၊ နာမကံ၊ ဝိသုဒ္ဓိကံ၊ နိဗ္ဗာန်ကံ၊

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CONFIDENTIAL

...*சுதந்திரம்*...

ក្នុងករណីដែលមានការបំពានច្បាប់  
នេះ យើងនឹងធ្វើការស៊ើបអង្កេត  
យ៉ាងហ្មត់ចត់។

យើងនឹងធ្វើការស៊ើបអង្កេត  
យ៉ាងហ្មត់ចត់ ដើម្បីធានា  
នូវសុចរិតភាពនៃការស៊ើបអង្កេត។

ក្នុងករណី

យើងនឹងធ្វើការស៊ើបអង្កេត  
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យ៉ាងហ្មត់ចត់ ដើម្បីធានា  
នូវសុចរិតភាពនៃការស៊ើបអង្កេត។

# Exhibit G

Key: 2170

## Town of Bourne - Fiscal Year 2023 Preliminary

7/21/2022

11 24 am

SEQ #: 1

LEGAL

LAND

DETACHED

BUILDING

CURRENT OWNER								PARCEL ID				LOCATION						
TOWN OF BOURNE 24 PERRY AVENUE BUZZARDS BAY, MA 02532								12.1-79-0				30 WILLISTON RD						
								TRANSFER HISTORY				DOS		T	SALE PRICE		BK-PG (Cert)	
								TOWN OF BOURNE				07/11/2018		E	1 31397-230			
								HOXIE CENTER AT SAGAMORE				07/09/2015		E	1 28999-33			
								TOWN OF BOURNE				07/20/1956		E	947-288			
CD	T	AC/SF/UN	Nbhd	Inf1	N	Index	ADJ BASE	SAF	Topo	Lpi	VC	CREDIT AMT	ADJ VALUE					
103	S	40,000	C-1	1.00	100	1.00	100	1.00	411,800	1.04	A	1.00	55	1.00			394,290	
203	A	0.892	C-1	1.00	100	1.00	100	1.00	144,200	1.00	A	1.00	55	1.00			128,630	

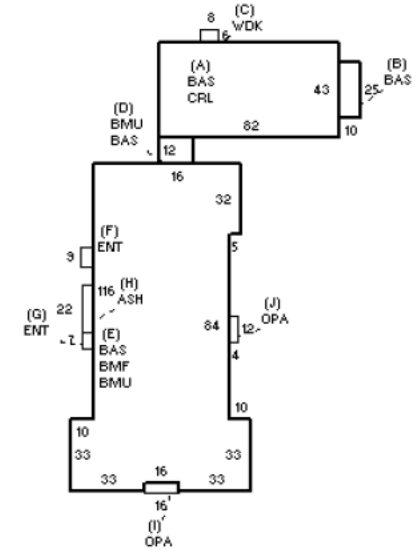
TOTAL	1.810 Acres	ZON NG	1	FRNT	285	ASSESSED	CURRENT	PREVIOUS
Nbhd	NO SAGAMORE	N O T E	Also large frontage on School House Rd. School closed 2009			LAND	522,900	522,900
Inf1	AVG					BUILD NG	1,122,800	1,122,800
N Index	AVG					DETACHED	13,000	13,000
						OTHER	0	0
						TOTAL	1,658,700	1,658,700

TY	QUAL	COND	DIM/NOTE	YB	UNITS	ADJ PRICE	RCNLD
PAV	A	1.00	50 0.50		26,000	1.00	13,000



BLDG COMMENTS		
HOX E SCHOOL, 04/2019	Int has deferred maintenance and needs work.roof & wndws need replacng; issues w/plumb, heat, ext worn, paint peel.	

CLASS	CLASS%	DESCRIPTION			BN D	BN	CARD
9430	100	OTHER EDUC			6	1	1 of 1
PMT NO	PMT DT	TY	DESC	AMOUNT	INSP	BY	1st %
17571	07/22/2017	13	OTHER				100 100
16936	10/25/2016	13	OTHER		11/28/2016	BC	100 100
16409	05/19/2016	13	OTHER		11/28/2016	BC	100 100
151189	12/23/2015	13	OTHER		11/28/2016	BC	100 100
15954	10/22/2015	7	SIGN	300	11/28/2016	BC	100 100



YEAR BLT	1909	SIZE ADJ	1.000	ELEMENT	CD	DESCRIPTION	ADJ	S	BAT	T	DESCRIPTION	UNITS	YB	ADJ PRICE	RCN	TOTAL RCN	2,878,987			
NET AREA	23,956	DETAIL ADJ	3.259	FOUNDATION	4	FLR & WALL	1.00	A	CRL	N	CRAWL	3,526		4.26	15,031	CONDITION ELEM	CD			
\$NLA(RCN)	\$120	OVERALL	1.015	EXT. COVER	1	WOOD SHINGLE	1.00	A	BAS	L	BASE AREA	3,526	1909	146.24	515,638	EXTERIOR	P			
				ROOF SHAPE	1	GABLE	1.00	+	BAS	L	BASE AREA	10,436	1909	146.24	1,526,150	INTERIOR	F			
				ROOF COVER	1	ASPH/CMP SHIN	1.00	C	WDK	N	WOOD DECK	48		21.21	1,018	CDN/APP				
				FLOOR COVER	5	V NYL	1.00	D	BMU	N	BSMT UNF	192		15.93	3,059					
				INT. F NISH	1	PLASTER	1.04	E	BMU	N	BSMT UNF	9,994		15.94	159,260					
				HEATING/COOL	4	STEAM	1.01	E	BMF	L	BSMT F N	9,994	1909	58.83	587,901					
				FUEL SOURCE	2	GAS	1.00	+	ENT	N	ENCL ENTRY	89		24.16	2,150					
				NAF	0		1.00	H	ASH	N	ATT SHED	110		19.18	2,110					
												+	OPA	N	OPEN PORCH	128	13.91	1,780	EFF. YR/AGE	1955 / 65
												ATU	N	ATTIC UNF	3,536	17.15	60,654	COND	56 56 %	
												F11	O	FPL 1S 10P	1	4,234.60	4,235	FUNC	5 Mech Sys Maint	
																ECON	0			
																DEPR	61 % GD	39		
																RCNLD	\$1,122,800			

**Board of Selectmen  
Minutes of Monday, August 2, 2021  
Bourne Veterans' Community Center  
Buzzards Bay, MA**

---

**TA Tony Schiavi  
ATA Glenn Cannon**

**Selectmen**

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

Others: DPW Director Shawn Patterson, Michael Rausch, Major Greg Quilty, Guy Gottshaw, Jennifer Reid, Donald Pickard, Cheryle Keown, Mary Ann Singersen, Gary Maloney, Lt. John Stowe, Lt. Brandon Esip, Kristina Nelson, Robert Dwyer, Paul Shastany, Sgt. Theodore Economides, and Carl Georgeson.

**6:30 P.M. Call Public Session to Order in Open Session**

Chair Meier called the open session of the meeting to order at 7:32 PM. Michael Rausch, Bourne Enterprise, acknowledged that he is recording the meeting.

**1. Board of Selectmen Executive Session**

Motion to enter into Executive Session to consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body.

- A parcel of land located off Route 28 in the Town of Bourne and identified as Lot 2 on a Plan recorded with the Barnstable County Registry of Deeds in Plan Book 675, Page 72 and also Bourne Assessors Map 52, Parcel 41, MacArthur Blvd., Bourne MA

Motion to enter in Executive Session relative to contract discussions/negotiations for Non-Union personnel: Town Counsel Robert S. Troy. The Chair has declared that an open meeting may have a detrimental effect on the negotiating position of the public body with respect to these discussions/negotiations.

Roll call Vote to convene in Executive Session for the purpose stated.

The Board of Selectmen "WILL" reconvene in open session at the end of the Executive Session.

The Chair will report out a summary of any votes taken during the Executive Session.

Conduct Executive Session



Roll call vote to adjourn the Executive Session and re-enter Public Session.

**Voted:** Jared MacDonald moved, and Judith Froman seconded to take item 8.L. out of order and move it up.

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

**2. Moment of Silence to recognize our Troops and our public safety personnel.**

**3. Salute to the Flag**

- 4. 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.

- 5. 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.

**6. 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.

**8.L. Request for a Memorial Bench at the corner of Robinson and Clark Road, Sagamore – Kate & Kalli Conway.**

Kate Conway introduced herself and her daughter, Kalli Conway. She said they are there to petition the Board for permission to place a bench in the name of Colin Crowley who was killed in Sagamore Beach on May 25<sup>th</sup>. They would like the bench to be placed at the corner of Robinson and Clark and there is a neighborhood woman who maintains the area and the owner of the Whaleback said he will maintain the bench. Town Administrator Tony Schiavi said that all the paperwork is in order, and he spoke to DPW Director Shawn Patterson, and Mr. Patterson said that he is willing to help the Conway family select an appropriate bench.

**Voted:** Judith Froman moved, and Jared MacDonald seconded, to allow Kalli Conway of 2 Nauset Road, Sagamore Beach, MA 02562 to install a composite wood and metal bench within the garden area at the corner of Clark Road and Robinson Road in Sagamore Beach. The bench location shall be approved by the DPW Superintendent.

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

**7. Minutes: 04.14.21; 06.01.21; 06.09.21; 06.15.21**

Minutes from 4/14/21, 6/1/21, and 6/9/21 were approved at a previous meeting.

**Voted:** Mary Jane Mastrangelo moved, and Jared MacDonald seconded, to defer action on the 6/15/21 minutes to the next available meeting.

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

**8. Appointments and Licenses**

- a. **Calamar Construction Update – Tides of Bourne – Mr. Jerry Hill.**
- b. **Barnstable County Veteran's Service Officer Update – Major (Ret) Greg Quilty.**
- c. **Common Victualer and Entertainment license for BBay 149, DBA Rod & Rail at 145 Main Street Buzzards Bay.**
- d. **Capital Outlay Committee Appointment – Mr. Donald Pickard.**
- e. **Selectmen's Energy Advisory Committee Appointment – Cheryle Keown.**
- f. **25<sup>th</sup> Annual Cliff Walk Event Fundraiser for ALS – September 12, 2021 – 9:00 a.m. to 3:00 p.m. – Buzzards Bay Park – Mary Ann Singersen.**
- g. **American Foundation/South Shore/Cape Cod out of the Darkness Walk, October 2, 2021 – 8:00 a.m. to 1:00 p.m. – Buzzards Bay Park – Michele Lee.**
- h. **Habitat for Humanity 4<sup>th</sup> Annual Ride for Homes – September 26, 2021 – 6:00 a.m. to 2:00 p.m. – Bourne to Falmouth and back – Andrianne Wytas.**
- i. **Buzzards Bay Coalition Annual Watershed Ride – October 3, 2021 – 12:00 p.m. to 3:00 p.m. Rhode Island to Woods Hole – Jonah Guerin.**
- j. **Bourne Nutrition, Inc., Kristina Nelson, Mgr., 160 MacArthur Blvd., Unit #7, Common Victualer License (food).**
- k. **Pocasset Village Association Annual Picnic – Barlow's Landing Park – August 14, 2021 – 11:00 a.m. to 3:00 p.m. – Robert Dwyer, President.**
- l. **Request for a Memorial Bench at the corner of Robinson and Clark Road, Sagamore – Kate & Kalli Conway.**
- m. **Interim Director of Police Services Paul Shastany – announcement of the FBI-LEEDA Trilogly designation awarded to the Bourne Police Department.**

**8.a. Calamar Construction Update – Tides of Bourne – Mr. Jerry Hill.**

Jerry Hill, Executive Vice President of Calamar Construction and Development, gave an update on the Tides of Bourne project. He said that they have moved beyond some of the delays that were caused by the pandemic. In the last six to eight weeks there have been roofers, framers, site workers, concrete people, electricians, plumbers, fire suppression, and sheet rockers all working on the site. He said there has been significant work done on the inside and there will be significant work done on the outside in the coming week.

Mr. Hill said the parking lot will be put in by winter. The project will be completed in phases. The first phase, Wing A, will be substantially complete by the end of October and finished by December 1<sup>st</sup>. Wing C will be substantially complete by mid-November and finished by the end of December and the last phase will be substantially complete by December 6<sup>th</sup> and finished by January 10<sup>th</sup>. Their goal is to be totally finished with the project by February 6<sup>th</sup>.

He said that there has been a lot of interest in the property. He said that they have doubled their staff. There are now 2 on-site superintendents and 2 project managers, and the Director of Construction is heavily involved with this project. There was some discussion about supply chain issues a getting the exterior buttoned up.

**8.b. Barnstable County Veteran's Service Officer Update – Major (Ret) Greg Quilty.**

Major Greg Quilty said that a Town Report was distributed to the Board of Selectmen prior to this meeting. Major Quilty introduced a new Veteran's Services Officer, Guy Gottshaw, who is the newest officer. Major Quilty stated that they are now staffed with the minimum number of officers that the state requires.

Major Quilty said that their two main duties are Chapter 115, the State and Town financial benefits for low-income veterans and their dependents and they file VA disability claims and pensions. Major Quilty gave a report on benefits given by Veteran's Services. He spoke about the staffing and their new website. He said the population of veterans is aging, and they need all the help they can get.

**8.c. Common Victualer and Entertainment license for BBay 149, DBA Rod & Rail at 145 Main Street Buzzards Bay.**

Jennifer Reid and an unnamed gentleman talked about the need for places such as theirs and that they are excited to open and help with the revitalization of Buzzards Bay. He said that they plan on having local amplified acoustic artists play in the restaurant.

**Voted:** Judith Froman moved, and Mary Jane Mastrangelo seconded, to approve a Common Victualer (food) License for the Business known as BB 149 LLC, (d/b/a Rod and Rail), Jennifer Reid, Manager, located at 145 Main Street, Buzzards Bay, MA 02532.

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

**Voted:** Judith Froman moved, and Mary Jane Mastrangelo seconded, to approve an Entertainment License for the Business known as BB 149 LLC, (d/b/a Rod and Rail), Jennifer Reid, Manager, located at 145 Main Street, Buzzards Bay, MA 02532.

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

**8.d. Capital Outlay Committee Appointment – Mr. Donald Pickard.**

Donald Pickard said that he was informed of an opening as an at-large member on the Capital Outlay Committee and he is at this meeting to volunteer for the position.

**Voted:** Judith Froman moved, and George Sade seconded, to appoint Don Packard to the Capital Outlay Committee with the terms to expire on June 30, 2023.

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

**8.e. Selectmen's Energy Advisory Committee Appointment – Cheryle Keown.**

Cheryle Keown said she was there to apply to be on the Selectmen's Energy Advisory Committee.

**Voted:** Judith Froman moved, and George Slade seconded, to appoint Cheryl Keown to the Energy Advisory Committee with the terms to expire on June 30, 2022.

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

**8.f. 25<sup>th</sup> Annual Cliff Walk Event Fundraiser for ALS – September 12, 2021 – 9:00 a.m. to 3:00 p.m. – Buzzards Bay Park – Mary Ann Singersen.**

Mary Ann Singersen introduced herself. She said that she is the President and Co-Founder of the ALS Family Charitable Foundation. She said they are planning to have their 25<sup>th</sup> annual Cliff Walk for ALS on Sunday, September 12<sup>th</sup>. She is requesting to use Buzzards Bay Park, and the event is a 7-mile walk along the Cape Cod Canal. After the walk, there is a family picnic in the park.

Mr. Cannon asked where they stand with the liability insurance and Ms. Singersen said that it is in motion. They have always provided insurance, so they will have it this year as well. There was some discussion about the clean-up after the event. Gary Maloney asked if the fees will be waived. There was some discussion about waiving fees for non-profits.

**Voted:** Mary Jane Mastrangelo moved, and Judith Froman seconded, to approve the application by A.L.S. Family Charitable Foundation, Inc. to hold the 25<sup>th</sup> Annual Cliff Fundraiser for ALS at the Buzzards Bay Park on September 12, 2021, from 9AM to 3PM pending proof of liability insurance and conditions listed on the routing slip.

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

Ms. Mastrangelo requested an item on the agenda for the next meeting to discuss the waiving of fees.

**8.g. American Foundation/South Shore/Cape Cod out of the Darkness Walk, October 2, 2021 – 8:00 a.m. to 1:00 p.m. – Buzzards Bay Park – Michele Lee.**

**Voted:** Judith Froman moved, and Jared MacDonald seconded, to approve the application by South Shore/Cape Cod Out of the Darkness Walk to hold the Out of the Darkness Walk at the Buzzards Bay Park on October 2, 2021, from 8AM to 1PM, subject to confirmation of the insurance and pending items in the route slip.

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

**8.h. Habitat for Humanity 4<sup>th</sup> Annual Ride for Homes – September 26, 2021 – 6:00 a.m. to 2:00 p.m. – Bourne to Falmouth and back – Andrianne Wytas.**

**Voted:** Judith Froman moved, and Jared MacDonald seconded, to allow Habit for Humanity of Cape Cod to conduct their 4th annual Ride for Homes bike ride along town roads on September 26, 2021 from 6AM to 2PM.

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

There was some discussion about any issues that may have happened in the past, and it was decided that there have not been any issues.



- 8.i. Buzzards Bay Coalition Annual Watershed Ride – October 3, 2021 – 12:00 p.m. to 3:00 p.m. Rhode Island to Woods Hole – Jonah Guerin.**

This item has been tabled.

- 8.j. Bourne Nutrition, Inc., Kristina Nelson, Mgr., 160 MacArthur Blvd., Unit #7, Common Victualer License (food).**

Kristina Nelson introduced herself and said she is looking to open her business very soon at 160 MacArthur Blvd. Her business has been inspected by the Board of Health.

**Voted:** Judith Froman moved, and Jared MacDonald seconded, to approve a Common Victualer (food) License for the Business known as Bourne Nutrition, Inc., (d/b/a Bourne Nutrition), Kristina Nelson, Manager, located at 160 MacArthur Boulevard, #7, Bourne, MA 02532.

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

- 8.k. Pocasset Village Association Annual Picnic – Barlow's Landing Park – August 14, 2021 – 11:00 a.m. to 3:00 p.m. – Robert Dwyer, President.**

Robert Dwyer said that this is for an annual picnic. He just heard that the insurance is all set, and he will get it to Nancy Sundman. He said they will take the trash away.

**Voted:** Mary Jane Mastrangelo moved, and Judith Froman seconded, to approve the application by Pocasset Village Association to hold the Pocasset Village Association picnic at the Barlow's Landing Park on August 14, 2021 from 11AM to 3PM pending proof of liability insurance and conditions on the routing slip.

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

- 8.l. Request for a Memorial Bench at the corner of Robinson and Clark Road, Sagamore – Kate & Kalli Conway.**

Previously discussed.

- 8.m. Interim Director of Police Services Paul Shastany – announcement of the FBI-LEEDA Trilogy designation awarded to the Bourne Police Department.**

Interim Director of Police Services Paul Shastany said that he could not have done this without the leadership of Town Administrator Tony Schiavi. He said that FBI-LEEDA stands for Federal Bureau of Investigation – Law Enforcement Executive Development Associates, which is a sanctioned training for a 501c that is put on by the best command and leadership for law enforcement in the nation and it is a very structured and formal approach to how to lead police organizations.

Mr. Shastany said that Bourne is the 17<sup>th</sup> police department to receive the FBI-LEEDA Trilogy award. Lt. Brandon Esip, Lt. John Stowe and Sgt. Theodore Economides talked about the program and what they learned about being the best leaders that they can be. Chair Meier congratulated the department on their designation. Jared MacDonald said that there was no professional leadership training during the time he worked as a Police officer in the Town of Bourne and he is pleased to see that they now have a program such as this. The rest of the Board also congratulated the department.

**9. Selectmen's Business**

- a. Discussion related to potential bylaw change related to potholes and other repairs to unaccepted roads.**
- b. Discussion and first reading related to adopting a Town Fuel Efficiency Vehicle Policy required to support the town's application to gain Green Communities designation.**
- c. Committee Appointment Renewals.**
- d. Declaration of surplus – Printer at Town Hall.**
- e. Discussion and possible vote related to changing the title of Board of Selectmen to the Select Board.**
- f. Discussion and possible vote related to whether or not the Capital Improvement Program as referenced in the Town Charter should be changed to the Capital Improvement Plan.**

**9.a. Discussion related to potential bylaw change related to potholes and other repairs to unaccepted roads.**

Shawn Patterson, DPW Director, said that when he was in Marshfield, they had a bylaw that allowed them to go to Town Meeting to ask for funds to do emergency repairs on unaccepted/private roads. He said that it was very successful in Marshfield. He said the DPW would do a drive around weekly to assess the roads that needed attention, and they made a prioritized list. Mr. Schiavi said that there needs to be a process and statistics need to be tracked. Mr. Schiavi also said that most of the work would be done by subcontractors so it would not put additional stress on the DPW. Mr. Patterson said that this is basically preventative maintenance.

**Voted:** Chair Meier moved, and Judith Froman seconded, to direct the Town Administrator to draft a pothole bylaw for review by the Board of Selectmen for submission in the May 2022 Annual Town Meeting.

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

**9.b. Discussion and first reading related to adopting a Town Fuel Efficiency Vehicle Policy required to support the town's application to gain Green Communities designation.**

Carl Georgeson, Energy Advisory Committee Chair, gave a presentation on the Town Fuel Efficiency Vehicle Policy, which is basically for the Town to purchase only fuel-efficient vehicles when replacing vehicles, in order to apply to have the Green Communities designation, which would enable the Town to receive energy grants. In Massachusetts, there are 280 communities that have a green community designation.

**Voted:** Judith Froman moved, and Jared MacDonald seconded, to approve the First Reading of the DRAFT Fuel Efficient Vehicle Policy as presented and to discuss the second reading at the August 17, 2021, Board of Selectmen Workshop.

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

**9.c. Committee Appointment Renewals.**

**Voted:** Judith Froman moved, and Jared MacDonald seconded, to reappoint Don Rhodes to the Special Works Opportunity Program with all terms to expire on June 30, 2022.

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

**9.d. Declaration of surplus – Printer at Town Hall.**

Chair Meier said that there is a printer in the mailroom that stopped working 2 years ago and the cost to repair it is more than what it originally cost, and a replacement is no longer needed.

**Voted:** Judith Froman moved, and Jared MacDonald seconded, to declare that the Mail Room Hewlett-Packard printer, Model HP C8531A, Serial Number JPBQY01847 has no value to the Town of Bourne and can be disposed.

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

There was some discussion about having a bylaw on disposing of equipment, and about keeping an inventory.

**9.e. Discussion and possible vote related to changing the title of Board of Selectmen to the Select Board.**

Chair Meier said that becoming a gender-neutral board is long overdue and is the way of the future. Ms. Froman said that the timing is good. There was a brief discussion about changing the name.

**Voted:** Mary Jane Mastrangelo moved, and Jared MacDonald seconded, to recommend changing the name of the Board of Selectmen to the Select Board in the Town of Bourne Charter and that the members of the Select Board be referred to as Select Board members.

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

**9.f. Discussion and possible vote related to whether or not the Capital Improvement Program as referenced in the Town Charter should be changed to the Capital Improvement Plan.**

Chair Meier said he has been calling it the Capital Improvement Plan for years and there was some discussion about changing it in the Town Bylaw and the Charter.

**Voted:** Judith Froman moved, and Jared MacDonald seconded, to recommend changing the name of the Capital Improvement Program to the Capital Improvement Plan.

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

**10. Town Administrator**

- a. Update on National Night Out – Tuesday, August 3, 2021.**
- b. Update regarding the 2021 Dredging Grant from the Commonwealth.**
- c. South Sagamore Fire Station Update.**
- d. Wastewater Treatment Facility Update.**

**10.a. Update on National Night Out – Tuesday, August 3, 2021.**

Mr. Schiavi said that tomorrow night is National Night Out, and it is an opportunity for public safety and other organizations to come together for the public to interact with them.

**10.b. Update regarding the 2021 Dredging Grant from the Commonwealth.**

Mr. Schiavi said the next round of dredging grants has just been announced. Chris Southwood and Rich Libin went to Wellfleet to accept a grant for \$250,000.00 for the Town of Bourne. The next priority for dredging is the Pocasset River.

**10.c. South Sagamore Fire Station Update.**

Mr. Schiavi said there will be a meeting next week. They will hopefully approve the request for proposals to look for parcels of land for the station.

**10.d. Wastewater Treatment Facility Update.**

Mr. Schiavi said that they are on track to start accepting flow this Thursday.

**11. Correspondence**

Mr. Slade listed the correspondence:

- Two letters from FEMA regarding flood insurance rate maps and a list of Towns.
- Letter from Comcast about the Emergency Connectivity Fund.
- Letter from NSTAR with a petition seeking to defer thresholds for storms that occurred in 2020.
- MBTA Advisory Board asking for confirmation that Glenn Cannon was made the primary contact for the Town of Bourne.

**12. Committee Reports**

Mr. Slade said that CCRTA and GATRA have merged paratransit services and it will save some money. He also said that he will be sending out an Air Force questionnaire.

Ms. Froman said that Roadway and Traffic Committee met, and they have a list of things that they will be doing and will be meeting every other week to work on all items on the list.

**13. Adjourn**

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

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

The meeting was adjourned at 9:50 PM.

Respectfully Submitted,

Kim Johnson, Recording Secretary



**Board of Selectmen  
Minutes of Tuesday, July 5, 2022  
Bourne Veterans' Community Center  
Buzzards Bay, MA**

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**TA Marlene McCollem**

**Board of Selectmen**

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

**Others:** Michael Rausch, Doug Troyer, Dawn Johnson, Elmer Clegg, and Karen Girouard.

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

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

Chair Meier said that there were technical issues with the Zoom application, therefore the meeting is in person only and is being televised. Michael Rausch acknowledged that he is recording the meeting. Judith Froman is excused.

**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. **7:05 PM Cumberland Farms Inc Underground Storage Tank License Amendment at 2,4,6 MacArthur Blvd.**
- b. **7:05 PM Pole Hearing – Verizon and Eversource to install a new pole on northeasterly side of Canal St.**
- c. **Appointment Conservation Commission – Associate Member – Elise Leduc**
- d. **Appointment Community Engagement Committee – Rick Sharp**
- e. **Discussion and possible vote to approve the request from the Sagamore Beach Colony Club for a 1-Day liquor license for their annual fundraiser on 7.23.22.**
- f. **Discussion and possible vote to appoint Jeff Larkowski to the Road Traffic Safety Committee**
- g. **Discussion and possible vote to appoint K. Girourd as the Retiree trustee on the Other Post-Employment Benefits (OPEB) Trust.**

Chair Meier said it is too early for the first two items, so he is taking item 6.c. out of order.

**6.c. Appointment Conservation Commission – Associate Member – Elise Leduc**

**Voted:** Mary Jane Mastrangelo moved, and Jared MacDonald seconded to appoint Elise Leduc as an associate member of the Conservation Commission for a 1-year term, expiring on June 30, 2023.

**Vote:** 4-0-0.

**6.a. 7:05 PM Cumberland Farms Inc Underground Storage Tank License Amendment at 2,4,6 MacArthur Blvd.**

**Voted:** Jared MacDonald moved, and Melissa Ferretti seconded to open the public hearing.

**Vote:** Mary Jane Mastrangelo – yes, Melissa Ferretti – yes, Chair Meier – yes, Jared MacDonald – yes. 4-0-0.

Chair Meier said that an application has been received from Cumberland Farms to amend their existing gasoline diesel storage license by removing two 20,000-gallon underground storage tanks for the storage and sale of gasoline and diesel fuel on land owned by Cumberland Farms Inc. and located at 2,4, and 6 MacArthur Blvd. They are also requesting to install three 20,000-gallon tanks in a different location. Chair Meier asked Doug Troyer, the Cumberland Farms representative if he was aware of his right under Chapter 48, section 17 as amended for appealing the decision and he said that he was aware.

Mr. Troyer gave a little bit of history about the Cumberland Farms station and the storage tanks. He talked about the process of a land court case that they have been working on and that with the tanks being moved how it will make it safer. Jared MacDonald asked if they have removed the entry into the rotary. Mr. Troyer showed the Board the site plan, which showed the change of the entrance and exit around the rotary. Mary Jane Mastrangelo asked about the routing slip and Town Administrator McCollem said she has it and will get it to the Board. Ms. Mastrangelo asked about angling the pumps and Mr. Troyer said it was determined to approve without angling the pumps to maintain safety and traffic control.

Elmer Clegg said that this has been a six-year-long project from a Planning Board perspective. Mr. Clegg said that the placement of these tanks is such that there could be a gas delivery in the middle of the rush hour without interfering with the traffic to the pumps. The placement of the new building being further back has created extra wide traffic aisles. He said the changes over the past year have improved the safety and the viability of the business.

**Voted:** Mary Jane Mastrangelo moved, and Jared MacDonald seconded to close the public hearing.  
**Vote:** Mary Jane Mastrangelo – yes, Melissa Ferretti – yes, Chair Meier – yes, Jared MacDonald – yes. 4-0-0.

**Voted:** Mary Jane Mastrangelo moved, and Jared MacDonald seconded to approve an amendment to the Underground Storage Tank License issued to Cumberland Farms, Inc. at 2, 4, & 6 MacArthur Boulevard, as presented in order to reconfigure the site and relocate the tanks.

**Vote:** 4-0-0.

**6.b. 7:05 PM Pole Hearing – Verizon and Eversource to install a new pole on northeasterly side of Canal St.**

Ms. McCollem said that the applicant was planning to attend by Zoom. She said she recommends that the Board continue this application to July 26<sup>th</sup>.

Chair Meier said that the pole hearing is open.

**Voted:** Jared MacDonald moved, and Mary Jane Mastrangelo seconded to continue this public hearing to July 26th.

**Vote:** 4-0-0.

**6.c. Appointment Conservation Commission – Associate Member – Elise Leduc**

Previously voted.

**6.d. Appointment Community Engagement Committee – Rick Sharp**

Ms. McCollem said that Mr. Sharp was planning to attend by Zoom. She said she has been in email contact with him for the past week and he is interested and excited to serve on this committee.

**Voted:** Jared MacDonald moved, and Melissa Ferretti seconded to appoint Rick Sharp as a member of the Community Engagement Committee for a 1-year term, expiring on June 30, 2023.

**Vote:** 4-0-0.

**6.e. Discussion and possible vote to approve the request from the Sagamore Beach Colony Club for a 1-Day liquor license for their annual fundraiser on 7.23.22.**

Ms. McCollem said that the applicant was not able to attend the meeting, and everything is in order, and she can recommend the request.

**Voted:** Jared MacDonald moved, and Mary Jane Mastrangelo seconded to approve the application for a 1-day liquor license for the Sagamore Beach Colony Club, Deanna Waldron, organizer, at the Fisher Tennis Courts on July 23, 2022, from 6-11 pm, as conditioned by the Police Department and Health Department's comments.

**Vote:** 4-0-0.

**6.f. Discussion and possible vote to appoint Jeff Larkowski to the Road Traffic Safety Committee**

**Voted:** Jared MacDonald moved, and Melissa Ferretti seconded to appoint Jeff Larkowski as a member of the Road Traffic Safety Committee for a 1-year term, expiring on June 30, 2023.

**Vote:** 4-0-0.

**6.g. Discussion and possible vote to appoint K. Girouard as the Retiree trustee on the Other Post-Employment Benefits (OPEB) Trust.**

**Voted:** Mary Jane Mastrangelo moved, and Jared MacDonald seconded to appoint Karen Girouard as a retiree trustee of the OPEB Trust for a 1-year term, expiring on June 30, 2023

**Vote:** 4-0-0.

**7. Selectmen's Business**

- a. Discussion and possible vote to accept donations to the Library totaling \$150.00.
- b. Discussion and possible vote on request from E, Gegan to hold a birthday party at BB Park on 7.24.22.
- c. Discussion and possible vote to approve the request of Harbor to the Bay to hold a charity bike ride on 9/17/22 over various Bourne roadways.
- d. FY22 Year-End Budget Transfers – presented by Finance Dept. and Town Administrator.
- e. Board discussion following the passage of a ballot question regarding discharge of radioactive water into Cape Cod Bay.
- f. Discussion of August 12 retreat agenda and authorize an outside facilitator.
- g. Discussion and possible vote to reauthorize the disposal of the Hoxie School property.
- h. Presentation of a draft schedule leading up to October 24, 2022, Town Meeting.

**7.a. Discussion and possible vote to accept donations to the Library totaling \$150.00.**

**Voted:** Melissa Ferretti moved, and Mary Jane Mastrangelo seconded to accept the gifts in the amount of \$50 from Leslie Ramler of Pocasset, and \$100 from Sarina Monast of Onset, on behalf of the Jonathan Bourne Public Library.

**Vote:** 4-0-0.

**7.b. Discussion and possible vote on request from E, Gegan to hold a birthday party at BB Park on 7.24.22.**

Ms. McCollem said the applicant has withdrawn their request.

**7.c. Discussion and possible vote to approve the request of Harbor to the Bay to hold a charity bike ride on 9/17/22 over various Bourne roadways.**

Ms. McCollem said that everything for this request is in order.

**Voted:** Jared MacDonald moved, and Mary Jane Mastrangelo seconded to approve the application of Harbor to the Bay, Inc., David Whitman, organizer, to hold a charity bike ride on September 17, 2022, from 8:30 AM to 1 PM, as presented and conditioned by the Police Department.

**Vote:** 4-0-0.

**7.d FY22 Year-End Budget Transfers – presented by Finance Dept. and Town Administrator.**

Ms. McCollem said that the Finance Department was going to join the meeting by Zoom, and Erica Flemming is available by phone if any questions need to be answered by her.

Ms. McCollem said that these are year-end transfers between budgets. She said that \$91,000.00 of the appropriation will be coming from the Town Administrator's budget and \$331,028.30 will be coming from insurance surplus monies.

Ms. McCollem said they initially were going to put the Cataumet Wastewater Treatment plant study into the Sewer budget, but it was correctly pointed out that it is not part of the sewer service area, so it is not appropriate to have the ratepayers pay for it so that \$30,000.00 is coming out of the Town Administrator's budget.

She said that BadgeQuest is also coming out of the Town Administrator's budget. Legal is an estimate at this point to just get through any outstanding items that would be coming along that have not yet been billed. She said that with Facilities, Buildings and Grounds, there were some air conditioning issues, so money needs to be moved to cover those issues that happened in June. She also said that the Police overtime is to bring the officers in so that they all meet their requirements for their training hours and for the firefighters, there was a settlement of the contract and overtime. She also said that for Inspections, some temporary staff was brought in due to another employee being out for medical issues.

Ms. McCollem said that regarding Civil Defense, they had applied for CARES Act funding for the message boards, and it was not approved, and the Town had already committed to purchasing them, so this is a transfer to allow the Town to make good on that purchase. She said that Public Works is an estimate of funds that they would like to transfer to hold due to the October storms' costs. She said that the debt is an increased payment to pay off a note quicker. She said regarding interest, there was an abatement made and the Town is responsible for interest due on that abatement, by law.

Ms. Mastrangelo said that there seems to be a surplus with Health Insurance often, and she would like it kept in mind for budgeting. Chair Meier asked if there would be a health insurance holiday, and Ms. McCollem said that she plans to speak with the Finance Director about it.



**Voted:** Mary Jane Mastrangelo moved, and Melissa Ferretti seconded to approve the year-end budget transfers as presented by the Town Administrator.

**Vote:** 4-0-0.

Ms. Mastrangelo asked if there would be any reserve funds transfers and Ms. McCollem said yes, there will be, and they will go to the Finance Committee on the 11<sup>th</sup>.

**7.e. Board discussion following the passage of a ballot question regarding discharge of radioactive water into Cape Cod Bay.**

Chair Meier said that Senator Susan Moran has been the leader of this at her level, as well as with the leaders of the Town of Plymouth. Chair Meier said that the Town voted to support the ban and he suggested that the Town send a letter to DEP and NEPA. Ms. Mastrangelo said they should follow up with a ballot question and write a letter that follows the directive of the ballot question. Ms. McCollem said she will draft something for the Board to review.

**7.f. Discussion of August 12 retreat agenda and authorize an outside facilitator.**

Chair Meier said that Judith Froman wrote a letter to the Board saying that she recommends that the Town Administrator hire a facilitator for the retreat, and she listed her recommended topics for the agenda, which Chair Meier read aloud. Chair Meier said that he has no problem with what Ms. Froman said in her letter about the processes for the retreat, however, Ms. Mastrangelo said that she has some concerns about the process that Ms. Froman laid out. She said that she feels the purpose of a retreat is to build a consensus of the Board through discussion on what the focus areas need to be. She said some direction from the Board is probably the most valuable thing that should be done at this retreat to aid the Town Administrator in the issues that she has identified. They should talk about how these issues relate to the strategic plan. She also feels that the retreat is the starting point.

Mr. MacDonald said that he agrees with Ms. Mastrangelo and feels that it would be good for Ms. McCollem to give the Board an idea of what she sees going forward, and to have the Board join in and offer various views. He said that it probably is not a good idea for the Board to send all of their ideas to Ms. McCollem and have her prioritize that list. He feels that the Board should have their lists and bring them to the meeting, and it would be good to have an idea of what Ms. McCollem's thoughts are before the retreat. He also thinks the Charter is a good topic to have within the retreat.

Ms. Mastrangelo said that they also need to talk about the goals of the evaluation of the Town Administrator.

Ms. McCollem said that the ideas that Mr. MacDonald and Ms. Mastrangelo talked about would be extremely helpful. She said if she were to have the priorities of what the Board wants to see accomplished this year, it would give her the backup and the authority to let groups know where her focus lies. She said she will give them a brief list of what she feels is needed to be done.

**Voted:** Mary Jane Mastrangelo moved, and Jared MacDonald seconded to authorize the Town Administrator to procure the services of a facilitator for the Board's August 12 retreat.

**Vote:** 4-0-0.

**7.g. Discussion and possible vote to reauthorize the disposal of the Hoxie School property.**

Chair Meier said that this is to ask the Town Administrator to update, revise and reissue the March 2013 RFP of the disposition of real property at the Hoxie Grammar School. Ms. McCollem said that this is one of her priorities. She wants to know if the Board would want to place any minimums or discretionary restrictions on the bids. She said she would put together a draft of an RFP and send it to the Board. There was some discussion about the RFP and the parking lots at the school.

**Voted:** Jared MacDonald moved, and Mary Jane Mastrangelo seconded to authorize the Town Manager to update, revise, and reissue the March 2013 RFP for the Disposition of Real Property for the Ella F. Hoxie Grammar School at 30 Williston Road.

**Vote:** 4-0-0.

**7.h. Presentation of a draft schedule leading up to October 24, 2022, Town Meeting.**

Ms. McCollem said that the schedule that she gave the Board is a starting point for their review. She asked that they let her know if anything is missing so she can fit it into the schedule. She said that she will keep revising the schedule and keep giving it to the Board.

**8. Town Administrator**

**a. Mass Trails grant announcement of \$499,000.00.**

**b. "The VOTES Act"**

**c. Staffing update**

**8.a. Mass Trails grant announcement of \$499,000.00.**

Ms. McCollem said that the credit goes to Tim Lydon for this grant. She said this grant will allow the design to proceed quickly for phases 1 and 4. She said that as things progress, there will be updates from Tim Lydon. She said that they are extremely happy to receive these funds from the State.

**8.b. "The VOTES Act"**

Ms. McCollem said that the legislation has passed and has been signed by the governor which changes the voting process a little bit by codifying many of the COVID changes that everyone experienced, especially by early voting and voting by mail. She said that the schedule is awkward this year due to the holiday for the next primary. Ms. Ferretti said it seems as though the process has been more streamlined due to the changes.

**8.c. Staffing update**

Ms. McCollem said that she did not put on the agenda tonight to appoint the Community Service Officer. She said she just got the name from the Police Department tonight. She asked that the Board allow her to put Mitchell K. Eldridge in place and put a confirmation vote on the next agenda. Chair Meier asked Ms. McCollem to schedule a quick Zoom meeting for this Friday at noon for the vote.

Ms. McCollem said that Elisa Zarcaro started as the Human Resources Director. She said that they are making strides with the IT Director position for Robert Przewozeny. She said the Police Chief assessment center will be held next week. She said that there is an internal Sergeant promotion in the Police Department. A finalist has been identified for the Assistant Town Planner position and references are being checked currently. The position of Assistant Library Director has been posted. There was another resignation in the Clerk's office and a good candidate has been identified for the office.

**9. Minutes of 4/26/22 (joint with Board of Sewer Commissioners)**

Ms. Mastrangelo asked that the minutes be amended to add the Board of Sewer Commissioner's names and positions under the Board of Selectmen's names and positions.

**Voted:** Mary Jane Mastrangelo moved, and Jared MacDonald seconded to approve the minutes of April 26, 2022, as amended for the Board of Selectmen.

**Vote:** 3-0-1. Melissa Ferretti abstained.

**10. Correspondence**

Melissa Ferretti read aloud the correspondence:

- 4 Letters from DEP.
- Letter from HNTB Corporation (MassDOT's consultant) regarding Scenic Highway.
- Xfinity channel update.

These are all on the Town's website.

**11. Committee Reports**

Ms. Mastrangelo asked Chair Meier to pencil in a tentative date for the public meeting for the CWMP on Tuesday, August 9<sup>th</sup>.

Chair Meier said that there was a Wastewater Building Committee meeting and the next meeting in a few months will be to close out the project. He said it has been a very successful project.

**12. Other Business**

Chair Meier said that the parade on the Fourth of July was great, and he thanked all who ran it and supported it.



**13. Next Meeting** – Friday at Noon and then July 26, 2022

**14. Adjourn**

**Voted:** Jared MacDonald moved, and Melissa Ferretti seconded to adjourn.

**Vote:** 4-0-0.

This meeting of the Bourne Board of Selectmen was adjourned at 8:28 PM.

Respectfully Submitted,

Kim Johnson, Recording Secretary

DRAFT

**Board of Selectmen  
Minutes of Tuesday, July 26, 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, (virtual)  
Judith MacLeod Froman  
Mary Jane Mastrangelo

**Others:** Michael Rausch, Jeff Larkowski, (virtual), Beth Greenblatt, (virtual), James de Ilurrondo, (virtual), Erin Ban, (virtual), Bob Dwyer, Lt. Phil Tura, Amanda Bongiovanni, Gerry Hall, George Slade, Ben Zenner, Barry Johnson, Stevie Fitch, Tim Lydon, Jack MacDonald (virtual, 8:00), Philip Sanford, Michael Gomes, Adrienne White, Shelby Feid, and Carl Georgeson.

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

**Zoom Meeting ID: 869 5775 5505 Password: 529740**

All items within the meeting agenda are subject to deliberation and vote(s) by the Board of Selectmen. Michael Rausch acknowledged that he is recording the meeting.

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

- 1. Moment of Silence to recognize our Troops and our public safety personnel and for the loss of a Massachusetts State Police K9 from earlier today.**
- 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.

**Chair Meier said that because there is a member of the Board of Selectmen meeting remotely this evening, all votes will be roll call.**

- 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.

Bob Dwyer gave a quick update on recent progress on putting together a committee to assist the Town Administrator's office in getting better fiber optic broadband for the whole Town. He said that he and a few others stumbled across a funding opportunity from the Department of Revenue to connect underserved Town facilities in April. He said a few of them ghost-wrote a proposal and ran it through Ms. McCollem's office and she submitted it and they received \$250,000.00. He said they are now in a position where they are supposed to raise \$15,000 in local community co-funding. He said that he and Marie Oliva of the Cape Cod Canal Region Chamber of Commerce drafted an agreement where the Chamber is going to act as a mentor for this growing Citizens Committee.

**6. Appointments and Licenses**

- a. 7:05 PM Pole Hearing – Verizon and Eversource to install a new pole on northeasterly side of Canal St.**

**6.a. 7:05 PM Pole Hearing – Verizon and Eversource to install a new pole on northeasterly side of Canal St.**

James de Ilurondo said he attended the meeting to represent Verizon New England. He said that they would like to place an inline pole on Canal Street. The pole is being placed at the request of Eversource.

**Voted:** Jared MacDonald moved, and Mary Jane Mastrangelo seconded to approve petition #MA2020-52 from Verizon New England, Inc. and NSTAR Electric Company to place a new pole on the northeasterly side of Canal Street, as presented.

**Roll Call Vote:** 5-0-0. Melissa Ferretti – yes, Mary Jane Mastrangelo – yes, Jared MacDonald – yes, Judith Froman – yes, and Chair Meier – yes. 5-0-0.

**7. Selectmen's Business**

- a. Discussion and possible vote to approve:**
- i. Bourne Safety Day at Rec Center - 8.17.22**
  - ii. Parent Information Network event at BB Park – 8.17.22**
  - iii. Pocasset Village Association Picnic at Barlow's Landing - 8.13.22**
  - iv. Buzzards Bay Coalition Watershed Bike Ride - 10.2.22**
  - v. Committee Appointment: Finance liaisons, Human Services, JBCC & Bylaw.**
  - vi. Weary Travelers Club request to change liquor serving hours to 10AM on Sundays.**
- b. Submission of an informal jurisdictional determination request to the Cape Cod Commission for the Next Grid solar project on Scenic Highway as a municipal project.**
- c. Discussion and possible vote to appoint Election Workers.**

- d. Discussion and possible vote to assign Police Officers to polling places on 9/6/22 for the state primary election.
- e. Update from the Conservation Commission re: updates to the Rules & Regulations.
- f. Discussion on the request per *Temporary Repairs to Private Ways General Bylaws 3.1.28* for Lakewood Road in Sagamore Beach.
- g. General update and report from the Historical Commission.
- h. 120-day performance review of the Town Administrator.

7.a. Discussion and possible vote to approve:

i. Bourne Safety Day at Rec Center - 8.17.22

Lt. Phil Tura, Bourne Fire Department, said that for the past few years the Fire Department has had child passenger safety technicians run a program at the fire departments. They have a safety day for car seat installations. The pandemic changed the way they were doing this, and they want to get back to the way it was. He said that the Boston Chapter of the international program, Safe Kids, was looking to hold some programs on the Cape so they decided to put a program together for the dates that they had available. He would like to request the use of the Community Building on August 17<sup>th</sup> for this program.

Town Administrator McCollem said that everything is in order. Judith Froman asked how the word would get spread, and Mr. Tura said they will be advertising with local media and the newspaper.

**Voted:** Jane Mastrangelo moved, and Jared MacDonald seconded to approve the application of the Cape and Islands CPS Program, Jeffrey Larkowski, organizer, for Bourne Safety Day on August 17, 2022, from noon to 3:00 pm, at the Community Building, as presented and conditioned by the Building Department's comments.

**Roll Call Vote:** Judith Froman – yes, Jared MacDonald – yes, Chair Meier – yes, Mary Jane Mastrangelo – yes, and Melissa Ferretti – yes. 5-0-0.

ii. Parent Information Network event at BB Park – 8.17.22

Ms. McCollem said that she can recommend this request as everything is in order.

**Voted:** Jared MacDonald moved, and Judith Froman seconded to approve the application of the Parent Information Network, Heather Hogan, organizer, to increase awareness for mental health and suicide on August 17, 2022, from 2:00 to 6:00 pm, at Buzzards Bay Park, as presented and conditioned by the Health Department and DPW comments.

Ms. Froman asked if the applicant knows that the park is opened to the public still and Ms. McCollem said that it has been clearly relayed to the applicant.

**Roll Call Vote:** Judith Froman – yes, Jared MacDonald – yes, Chair Meier – yes, Mary Jane Mastrangelo – yes, and Melissa Ferretti – yes. 5-0-0.

iii. Pocasset Village Association Picnic at Barlow's Landing - 8.13.22

Mr. Dwyer said that this is for their annual picnic. He said the event is free and open to the public. Ms. McCollem said that she can recommend this request as everything is in order.

**Voted:** Mary Jane Mastrangelo moved, and Jared MacDonald seconded to approve the application of the Pocasset Village Association, Robert Dwyer, organizer, to hold a picnic on August 13, 2022, from 11:30 am to 3:30 pm, at Barlows Landing Park, as presented and conditioned by the Building Department, Health Department, DPW and DNR's comments.

**Roll Call Vote:** Melissa Ferretti – yes, Mary Jane Mastrangelo – yes, Jared MacDonald -yes, Judith Froman – yes, and Chair Meier – yes. 5-0-0.

**iv. Buzzards Bay Coalition Watershed Bike Ride - 10.2.22**

Erin Ban of the Buzzards Bay Coalition said she is at the meeting to request the use of public roads for their 16<sup>th</sup> annual bike ride on October 2<sup>nd</sup>, 2022. Ms. McCollem said that all is in order. Judith Froman asked if the lights near Starbucks, were in working order, and Ms. McCollem said the new lights should be working by October.

**Voted:** Judith Froman moved, and Jared MacDonald seconded to approve the application of the Buzzards Bay Coalition, Jonah Guerin, organizer, to hold a bike ride fundraiser on October 2, 2022, from noon to 3:00 pm, over various town roads, as presented.

**Roll Call Vote:** Melissa Ferretti – yes, Mary Jane Mastrangelo – yes, Jared MacDonald -yes, Judith Froman – yes, and Chair Meier – yes. 5-0-0.

**v. Committee Appointment: Finance liaisons, Human Services, JBCC & Bylaw.**

Chair Meier said that the first name to appoint is Dr. Ryan Place for the Human Services Committee and he no longer works for the Town, so they will defer this appointment.

**Voted:** Judith Froman moved, and Jared MacDonald seconded to appoint Amanda Bongiovanni to the Bourne Landfill Business Model Working Group for a 1-year term, expiring June 30, 2023.

**Roll Call Vote:** Melissa Ferretti – yes, Mary Jane Mastrangelo – yes, Jared MacDonald -yes, Judith Froman – yes, and Chair Meier – yes. 5-0-0.

**Voted:** Jared MacDonald moved, and Judith Froman seconded to appoint Kathleen LeGacy to the Bylaw Committee for a 3-year term, expiring June 30, 2025.

**Roll Call Vote:** Judith Froman – yes, Jared MacDonald – yes, Chair Meier – yes, Mary Jane Mastrangelo – yes, and Melissa Ferretti – yes. 5-0-0.

There was some discussion about having George Slade be appointed as the liaison to Joint Base Cape Cod and to have the appointment of Melissa Ferretti rescinded and have her be appointed as an alternate. Mr. Slade said that it is an ideal situation to do it this way because it would keep the coverage as good as possible.



**Voted:** Mary Jane Mastrangelo moved, and Jared MacDonald seconded, to rescind the appointment of Melissa Ferretti and appoint George Slade as the liaison to Joint Base Cape Cod and Melissa Ferretti the alternate liaison for 1-year terms, expiring June 30, 2023.

**Roll Call Vote:** Judith Froman – yes, Jared MacDonald – yes, Chair Meier – yes, Mary Jane Mastrangelo – yes, and Melissa Ferretti – yes. 5-0-0.

**vi. Weary Travelers Club request to change liquor serving hours to 10 AM on Sundays.**

Gerry Hall, Function and Bar Manager of the Weary Travelers Club, said that they would like to add Sunday morning breakfasts to their menu and serve alcohol starting at 10 AM.

**Voted:** Jared MacDonald moved, and Judith Froman seconded to approve the request of the Weary Travelers Club, located at 77 Valley Bars Road, to serve liquor on Sundays at 10 am.

**Roll Call Vote:** Melissa Ferretti – yes, Mary Jane Mastrangelo – yes, Jared MacDonald -yes, Judith Froman – yes, and Chair Meier – yes. 5-0-0.

**7.b. Submission of an informal jurisdictional determination request to the Cape Cod Commission for the Next Grid solar project on Scenic Highway as a municipal project.**

Ben Zenner, the representative from Next Grid, said that there is a memorandum of understanding with the Town to locate a solar facility in Bourne, but to do that they need a determination from the Cape Cod Commission as to whether they must go through the Commission process. He said that Next Grid would rather not do that due to the time and expense involved. He said that there is a draft of a letter stating why this shouldn't go to a formal jurisdictional interpretation process. Ms. McCollem said that she and Town Counsel have reviewed the letter.

Beth Greenblatt, the Town of Bourne's energy consultant, gave an overview of the project. She said that Next Grid approached the Town of Bourne to partner on a large-scale generation project on property located on Ernest Valeri Road, on about 50 acres of land. The solar array would be situated on approximately 39 acres of that land. In November 2021, Town Meeting voted to authorize Bourne to enter into an agreement with Next Grid.

**Voted:** Jared MacDonald moved, and Judith Froman seconded to authorize filing a Request for Informal Jurisdictional Determination with the Cape Cod Commission for the proposed Municipal Solar Facility at 0 Ernest Valeri Road in Bournedale.

**Roll Call Vote:** Judith Froman – yes, Jared MacDonald – yes, Chair Meier – yes, Mary Jane Mastrangelo – yes, and Melissa Ferretti – yes. 5-0-0.

**7.c. Discussion and possible vote to appoint Election Workers.**

Barry Johnson said he is at the meeting to request that the Board approve the list of election workers for the September primary and all elections up to June 30, 2023. He said that he has provided the Bard with a list, and he said they are in the process of confirming additional people and he will give

Ms. McCollem that list before the August 16<sup>th</sup> meeting. He said that the new vote act has many changes.

**Voted:** Jared MacDonald moved, and Judith Froman seconded to appoint Election Workers for the period of July 1, 2022 – June 30, 2023, as presented by the Town Clerk.

**Roll Call Vote:** Melissa Ferretti – yes, Mary Jane Mastrangelo – yes, Jared MacDonald -yes, Judith Froman – yes, and Chair Meier – yes. 5-0-0.

**7.d Discussion and possible vote to assign Police Officers to polling places on 9/6/22 for the state primary election.**

Mr. Johnson that is due to the new law, that basically says that the Board of Selectmen shall detail a sufficient number of police officers or constables for each building that contains the polling place for one or more precincts at every election. He said that he used to give the Chief of Police a note outlining what he thought he might need. He said he is requesting three things:

- To continue to assign police officers for all elections in '22 and the annual Town election to be held May 16, 2023, as outlined here: The Town of Bourne has 4 voting locations, for each election, one police officer is assigned to each polling location during voting hours. Each police officer is responsible for delivering the ballots, polling list, and election materials to the assigned precincts and back to Town Hall at the end of the night. In addition, we utilize one officer that is stationed in the lobby of the gym in the Bourne Middle School in the morning prior to the arrival of the students and leaves after the students have completed their school day.
- That the Board of Selectmen approve that during elections that one police officer is assigned to the voting early location each day that voting is being conducted.
- That the Board delegates to the Chief of Police their authority to detail the sufficient number of police officers for each building that contains the polling locations.

Ms. McCollem said that she fully supports the recommendations of Town Clerk, Barry Johnson.

Ms. Froman asked about the possibility of closing the schools on days when the school building would be used as a polling place because when the last school shooting happened not too long ago, the concern was raised. Mr. Johnson replied by saying that for many years they have had two officers in the school during polling hours and one of them is stationed by the corridor that leads to where the polling area is.

Ms. Mastrangelo asked if the polling place in the school is separated out enough so there is no access to the school. Mr. MacDonald said that in the entrance where the officer is stationed, there is access to the school via only one hallway. Ms. Froman said she would like more conversation about this. Chair Meier said that they can have more conversations about this after the September elections and he is confident in the police leadership. Ms. Mastrangelo said that she doesn't think it would hurt to ask the School Department about closing the school for election day but understands that they may not be able to at this time due to schedules, but conversations do need to happen in

and for the future. Mr. MacDonald said that talking to the schools is the best option at this time, and there may be doors in the corridor that can be secured.

**Voted:** Mary Jane Mastrangelo moved, and Judith Froman seconded to approve the assignment of Bourne Police Officers to polling places for all elections in 2022, and the annual town election on May 16<sup>th</sup>, 2023, and for early voting as appropriate for elections under the direction of the Police Chief, as presented by the Town Clerk.

**Roll Call Vote:** Melissa Ferretti – yes, Mary Jane Mastrangelo – yes, Jared MacDonald -yes, Judith Froman – yes, and Chair Meier – yes. 5-0-0.

**Voted:** Mary Jane Mastrangelo moved, and Judith Froman seconded to request that the Town Administrator and the Town Clerk to open a discussion with Superintendent Quinlan-Zhou and school staff regarding protective measures for voting during school hours.

**Roll Call Vote:** Melissa Ferretti – yes, Mary Jane Mastrangelo – yes, Jared MacDonald -yes, Judith Froman – yes, and Chair Meier – yes. 5-0-0.

**7.e. Update from the Conservation Commission re: updates to the Rules & Regulations.**

Stevie Fitch, Conservation Agent, said she is at this meeting to update the Board on changes in their regulations. She showed a slide presentation. She said that on July 21<sup>st</sup>, the Conservation Commission voted to accept revisions to the Bourne Wetlands Regulations pursuant to article 3.7 of the Bourne bylaw. The most notable revision is that the Commission voted to end the moratorium on piers in velocity zones. They also voted to accept mitigation payments in lieu of transplanting shellfish, to prohibit dredging to meet minimum water depth requirements and to require that no portion of the pier or float can be within 100' of a mooring anchor.

Ms. Fitch said that the changes to the regulations went into effect yesterday, July 25<sup>th</sup>, and they are posted on the website.

**7.f. Discussion on the request per *Temporary Repairs to Private Ways General Bylaws 3.1.28* for Lakewood Road in Sagamore Beach.**

Tim Lydon, Town Engineer, explained that there have been many road betterments in the Town in the past few years, and this one is different in that the Town had not done a part private, part Town betterment since he has been with the Town, so there were some issues with understanding where the work would begin. He said he has provided the Board with 2 cost estimates – one is the original cost estimate and the other is from having more understanding. He explained the pavement and what abutters would be affected.

Ms. McCollem said that the DPW was going to be at this meeting, and could not make it, and under this bylaw, there has been some discussion and he must decide that this is necessary for public safety, and for the public's use and municipal use. She wanted to let the Board know that there is no pressure to decide at tonight's meeting. There was some discussion about the level of repairs and the betterment process and accepting roads.



Philip Sanford, a resident of Lakewood Road, asked about comparing a repair to a betterment. He said if they are going to have to wait for the Town to develop a process, standard, or bylaw, it seems that the best thing to do is to get the road repaired rather than waiting for the road to be accepted and be at the mercy of Town Meeting. Michael Gomes, another resident of Lakewood Road, said that the new numbers of frontage for his property need to be changed because it is wooded, and he would like the adjustment for it. There was a discussion about the lineage and the assessments. Shelby Feid, another resident of Lakewood Rd, voiced some concerns about the curbing and the pavement not going all the way in front of her driveway, and about making the road a public road and the taxes that they pay. Mr. Gomes said that no resident of Lakewood Road is due to time and financial circumstances, interested in bringing this road up to Town standards, and they would like to maintain it as is and complete the re-surfacing job.

Chair Meier said that they will continue this matter until the meeting on August 16<sup>th</sup>, 2022.

**Voted:** Judith Froman moved, and Mary Jane Mastrangelo seconded to continue this issue to August 16<sup>th</sup>, 2022, at 7 PM.

**Roll Call Vote:** Melissa Ferretti – yes, Mary Jane Mastrangelo – yes, Chair Meier – yes, Jared MacDonald - yes, and Judith Froman – yes. 5-0-0.

**7.g. General update and report from the Historical Commission.**

Carl Georgeson of the Historical Commission said that they basically enforce section 3.14 of the bylaw which says that anytime there are alterations to a building that is 75 years or older, they must go before the Historical Commission for approval. He said that the only thing that they can do is delay for up to one year any such alterations or demolition of a building. He gave the Board a list of all the 28 demolition delay hearings that had for FY22 in the Town. He talked about some of the delays on the list. He also gave the Board an example of their agendas. He said that they have 11 members on the Commission.

Ms. Froman asked Mr. Georgeson to elaborate more on what a demolition delay is. Mr. Georgeson said that if someone wants to demolish a building, they can apply online for a demolition permit, which triggers a review by the Planning Department as to whether the building is over 75 years old, then the hearing for demolition needs to be advertised in the Cape Cod Times and then the hearing is held. He said the Historic Commission asked the petitioners to present to them why they need to demo the building and what they are going to replace it with.

Mr. Georgeson gave some examples of some buildings to be demolished and that have been demolished. Jack MacDonald talked about a building on Barlow's Landing Rd. that was demolished, and he said it seems to have been done without any pushback. He also said that a replica of an old barn is just not the same as an old barn that has been restored. Melissa Ferretti said that historic preservation is important to the Town of Bourne. There was some discussion about trying to educate the younger generations about historic preservation.

**7.h. 120-day performance review of the Town Administrator.**

Chair Meier told Town Administrator Marlene McCollem that the Board is extremely pleased with her performance. He said that his assessment is that she has done an amazing job in the short time that she has been in the Town. He said that based on the individual evaluations by the members of the Board, they concur. He said that Ms. McCollem was given a rating of 3.875 out of 4, which exceeds standards. Chair Meier read the evaluation that was compiled and told Ms. McCollem how pleased he is with her overall performance.

Ms. McCollem said that she appreciates going through this process with the Board. She said although it is her evaluation, there is no way that she could have done this without the Town of Bourne staff. She also said how appreciative she is of the offer of employment with Bourne, and that the Board gave her this opportunity. She said she feels very welcome in Bourne and thoroughly enjoys working with everyone – the Board of Selectmen, the Town employees, and the boards and committees. She said she is truly happy in Bourne and is looking forward to providing some stability and looking forward to creating an even better future.

#### **8. Town Administrator Report**

Ms. McCollem said that she just wanted to give an update on the Police Chief position. She said that July 25<sup>th</sup> was the Director of Police Services, Paul Shastany's, last day. She said she appointed Lt. Brandon Esip as the Acting Police Chief. She said she received the special legislation back from the Governor to remove the position from Civil Service on Friday. On Monday, Town Counsel updated the Police Chief contract, and she has formally extended an offer to Acting Chief Esip. The offer is in the process of negotiation, and if they do come to terms, she will come back to the Board of Selectmen under the Charter with a permanent appointment. Chair Meier said that a letter to Paul Shastany thanking him for his service to the community and Ms. McCollem said she will draft it and get it back to the Board for their signatures.

Ms. McCollem said that she also wanted to talk about food waste. She said that there is a press release out and it will be posted on the website, and they will try to get some press on the subject. ISWM will be taking residential food waste to their facility, on a drop-off basis for anyone with a sticker. She said people should read the rules due to concerns about contamination. She said that this is being done in cooperation with Black Earth, which runs programs like this all over the region.

#### **9. Minutes: 6/30/22; 7/8/22**

**Voted:** Jared MacDonald moved, and Mary Jane Mastrangelo seconded to approve the minutes of June 30, 2022, to include edits to be made.

**Roll Call Vote:** Melissa Ferretti – yes, Mary Jane Mastrangelo – yes, Chair Meier – yes, Jared MacDonald – yes, and Judith Froman – abstain. 4-0-1.

**Voted:** Jared MacDonald moved, and Mary Jane Mastrangelo seconded to approve the minutes of July 8, 2022, to include edits to be made.

**Roll Call Vote:** Judith Froman – abstain, Jared MacDonald – yes, Chair Meier – yes, Mary Jane Mastrangelo – yes, and Melissa Ferretti – yes. 4-0-1.

**10. Correspondence**

Clerk Melissa Ferretti read aloud the correspondence:

- 14 Letters from DEP.
- Upper Cape School minutes from 6/9/22.

These are all on the Town's website.

**11. Committee Reports**

Chair Meier said that he and Ms. McCollem were part of the South Side Fire Station Committee meeting on July 25<sup>th</sup>, and they interviewed two consultant firms for OPM services for the South Side Fire Station. It was unanimous that the committee supports Pomeroy for its OPM services.

Ms. McCollem said that under the designer selection procedures that were adopted a little while ago, the Building Committee needs to bring forward their recommendation to the Board of Selectmen as the authorizing agency and they will receive it, discuss it and vote to have the Town Administrator negotiate the fee and contract. Since it was not on the agenda tonight it will have to be at another time, and she prefers that it does not wait until the August 16<sup>th</sup> meeting, so she is requesting that they meet for a quick Zoom meeting to vote. It was decided that this meeting will be at 5:30 on Tuesday, August 2<sup>nd</sup>, at the Community Center and by Zoom.

Chair Meier also said that they had the Community Building Trustees' monthly meeting earlier in the day and they are going to be bumping out a wall in room 3 to expand Bourne Cable TV access, so room 3 will be taken out of commission. Chair Meier said they also discussed having the building more accessible during the day. He said they also talked about the constant issues with the A/C and how the Gym and the offices are very hot, and the committee is concerned for the long term. He said they also are looking to do some Veteran's activities for Veterans Day.

Ms. Mastrangelo said that she and Ms. Froman met for the Board of Selectmen Policy Sub-Committee, and they had a good discussion on codifying policies on the draft of the Code of Conduct policy, public records compliance, the sale of town-owned property, purchase of property, including easements, and on the Board of Selectmen's Rules and Procedures.

Ms. Froman said that she attended a meeting of the Cape Cod Metropolitan Planning Organization earlier in July. The meeting was mostly about amendments to the current TIP, and they also still have money for bike racks. She said there was an update from the RTA about a new website and a new way to look up schedules. She said she also asked about any MassDOT updates regarding the bridge replacements, and they are hoping to have a presentation at the Board's September meeting.

Ms. Froman said that there is a Community Engagements meeting scheduled for July 27<sup>th</sup>, and they are re-organizing and re-energizing, and they are going to look at their application to make changes as they see needed.

Chair Meier said that Rep. Xiarhos had a meeting with MassDOT last Tuesday, and he was able to attend, to deal with the issue at the Upper Cape Tech intersection. He said that the blinking light at the intersection had been disabled since the major accident and the next day the office of Rep. Xiarhos put a request into MassDOT to have it fixed and it was fixed on that day. He said that there was a lot of discussion about the regulations about crosswalks and having a police officer directing traffic.

**12. Other Business – None.**

**13. Next Meeting – August 16<sup>th</sup>, 2022.**

- **August 2<sup>nd</sup> – National Night Out**
- **August 9<sup>th</sup> – Public Meeting for Phase II of the CWMP.**

**14. Adjourn**

**Roll Call Vote:** Melissa Ferretti – yes, Mary Jane Mastrangelo – yes, Jared MacDonald -yes, Judith Froman – yes, and Chair Meier – yes. 5-0-0.

This meeting of the Bourne Board of Selectmen was adjourned at 9:35 PM.

Respectfully Submitted,

Kim Johnson, Recording Secretary

**Board of Selectmen  
Minutes of Tuesday, August 16, 2022  
Bourne Veterans' Community Center – Rm 2  
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 MacLeod Froman  
Mary Jane Mastrangelo

**Others:** Barry Johnson, Michael Rausch, Karen Johnson, Stephen Mealy, Shawn Patterson, Margot Schoenfelder, Bob Dwyer, Sue Baracchini, Phil Austin, Elmer Clegg, Morgan Perras, Jordan Geist, Erica Flemming (virtual), Dr. Kerri Anne Quinlan-Zhou (virtual), Atul Gupta (virtual), Karen DiMeglio (virtual), Rick Selby (virtual), and Christopher Oliver (virtual).

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

**Zoom Meeting ID: 842 2895 2329 Password: 183128**

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. **7:05 PM Pole Hearing – Eversource to install underground cables on Wings Neck Road to relocate electric service at 134-136 Wings Neck Road.**
- b. **7:05 PM Pole Hearing – Continuation of Canal Street Pole Hearing from 7/26/22 meeting.**
- c. **Discussion and possible vote to appoint election workers.**
- d. **Discussion and possible vote to appoint M. McWilliams to the Human Services Committee.**

Chair Meier said that they would start with item 6.c because it is too early for items 6.a and 6.b.

**6.c. Discussion and possible vote to appoint election workers.**

Town Clerk, Barry Johnson, said that he had provided the Board with 6 additional names of individuals who are seeking appointments as election workers.

**Voted:** Jared MacDonald moved, and Mary Jane Mastrangelo seconded to appoint Election Workers for the period of July 1, 2022 – June 30, 2023, as presented by the Town Clerk.

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

**6.d. Discussion and possible vote to appoint M. McWilliams to the Human Services Committee.**

Town Administrator Marlene McCollem said that everything is in order.

**Voted:** Jared MacDonald moved, and Judith Froman seconded to appoint Meghan McWilliams to the Human Services Committee for a 3-year term, expiring June 30, 2025.

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

**6.a. 7:05 PM Pole Hearing – Eversource to install underground cables on Wings Neck Road to relocate electric service at 134-136 Wings Neck Road.**

Karen Johnson said she is at this meeting on behalf of Eversource and they are requesting permission to install underground service to relocate the existing overhead service for 134 – 136 Wings Neck Road in Bourne. Ms. McCollem said that the hearing was posted and advertised, but the notice did not make it in the packet for the Board. Chair Meier looked up the notice on the Bourne Enterprise website and he read it aloud.

**Voted:** Jared MacDonald moved, and Melissa Ferretti seconded to approve the petition of Eversource to allow the installation of underground cables to relocate electric service at 134-136 Wings Neck Rd.

**Roll Call Vote:** Mary Jane Mastrangelo – yes, Melissa Ferretti – yes, Chair Meier – yes, Jared MacDonald -yes, Judith Froman – yes.

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

**6.b. 7:05 PM Pole Hearing – Continuation of Canal Street Pole Hearing from 7/26/22 meeting.**

This item was disregarded as it was voted at the previous meeting.

**6.c. Discussion and possible vote to appoint election workers.**

Discussed earlier.

**6.d. Discussion and possible vote to appoint M. McWilliams to the Human Services Committee.**

Discussed earlier.

**7. Selectmen's Business**

- a. Discussion and possible vote to approve the request of the Brain Injury Association for a fundraiser walk at Buzzards Bay Park – 9.10.22.
- b. Update from Stephen Mealy – Charter Committee.
- c. Discussion and possible vote to approve the Warrant for the 2022 State Primary Election.
- d. Discussion and possible vote to accept the donation of a historical map on behalf of the Community Preservation Committee.
- e. Discussion and possible vote to accept a donation to the library.
- f. Discussion and possible vote to allow banner across Main St., Buzzards Bay, for Canal Day.
- g. Continued discussion – request per *Temporary Repairs to Private Ways General Bylaw 3.1.28* for Lakewood Road in Sagamore Beach.
- h. Update on proposed intersection improvements – Shore Road at Barlow's Landing Road.
- i. Investment Grade Audit & performance contracting update from Trane (ESCO).
- j. Update – ARPA Funds - \$857,391 from Co. and \$2,068,450 direct allocation
  - i. Barnstable County – 2 ambulances - \$750,276 approved & under contract.
  - ii. Barnstable County – school IT upgrade - \$107,115 request.
  - iii. Town of Bourne – sewer manhole project - \$496,500 bid price.
  - iv. Town of Bourne – low-pressure system upgrades - \$700,000 allowance request.
  - v. Town of Bourne – IT upgrades - \$500,000 allowance request.
  - vi. Town of Bourne – capital plan offset - \$371,950 request.

**7.a. Discussion and possible vote to approve the request of the Brain Injury Association for a fundraiser walk at Buzzards Bay Park – 9.10.22.**

Ms. McCollem said that everything is in order.

**Voted:** Melissa Ferretti moved, and Jared MacDonald seconded to approve the application of Brain Injury Association of Massachusetts, Kelly Buttiglieri, organizer, for a fundraiser and awareness campaign on September 10, 2022, at the Buzzards Bay Park, as presented.

Ms. Froman asked about the staking down of tents. Ms. McCollem said that that request is on Army Corps property, and that is what the Special Event permit from the Army Corps is for.

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

**7.b. Update from Stephen Mealy – Charter Committee.**

Stephen Mealy, Chairman of the 2020 Charter Review Committee, gave the final update and report of the committee's process. He said that a Charter Review Committee is required to be formed every five years according to Bourne's Charter. He gave an overview of the review by this current Committee and the changes that they incorporated. He said that Bourne's Charter currently awaits a final vote of the legislature.

Mr. Mealy said the 2020 review process is contained in two volumes that he is handing over to the Board of Selectmen this evening, along with the copies of agendas and minutes from each of their 30 meetings. Mr. Mealy also recognized all the members of the 2020 Charter Review Committee and said they were outstanding with their preparation for meetings and contributions.

**7.c. Discussion and possible vote to approve the Warrant for the 2022 State Primary Election.**

Barry Johnson presented an overview of the precincts that will be run in this year's State Primary Election which will be held on September 6<sup>th</sup>.

**Voted:** Judith Froman moved, and Mary Jane Mastrangelo seconded to execute the Election Warrant for the 2022 State Primary on September 6, 2022, from 7 AM to 8 PM, as provided by the Secretary of the Commonwealth.

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

**7.d Discussion and possible vote to accept the donation of a historical map on behalf of the Community Preservation Committee.**

Barry Johnson also is the Chair of the Community Preservation Committee. He explained how the donation of this historical map came about and he wanted to thank Larry and Brenda Weston of Buzzards Bay, publicly. He said that they are the original people that came to him to get the donation started. He also said that David Dimmick of Cataumet had a map also that he would like to donate to the Town. Mr. Johnson said that Ms. McCollem suggested to him that the map be authenticated. He said that the map was sent to a place in Dennis in which they said that the map is a copy of the original map.

**Voted:** Mary Jane Mastrangelo moved, and Judith Froman seconded to accept a donation of an 1857 Walling Map on behalf of the Town of Bourne and the Community Preservation Committee from Mr. David Dimmick for historical archival purposes.

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



**7.e. Discussion and possible vote to accept a donation to the library.**

**Voted:** Jared MacDonald moved, and Melissa Ferretti seconded to accept a donation in the amount of \$5,031 on behalf of the Jonathan Bourne Library from Mr. Brad Johnson to be used for books and programming.

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

**7.f. Discussion and possible vote to allow banner across Main St., Buzzards Bay, for Canal Day.**

**Voted:** Mary Jane Mastrangelo moved, and Jared MacDonald seconded to approve the request of the Cape Cod Canal Region Chamber of Commerce to place a banner across Main Street for Canal Day, the banner to be installed by the Bourne DPW.

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

**7.g. Continued discussion – request per *Temporary Repairs to Private Ways General Bylaw 3.1.28* for Lakewood Road in Sagamore Beach.**

*Ms. McCollem said that there are people getting lost along the way trying to log on via Zoom, and she would like to make sure the correct information gets out to those people. She said the meeting id number is 869 5775 5505. The password is 529740. She said that the agenda is not correct.*

Shelby Feid, of 25 Lakewood Rd., said that the group from Lakewood Road does not want to move forward, and they would like to defer because they still have a lot of questions, and they want to look into paying for it privately rather than through the Town.

**Voted:** Mary Jane Mastrangelo moved, and Judith Froman seconded to take no action at this time.

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

**7.h. Update on proposed intersection improvements – Shore Road at Barlow's Landing Road.**

Margot Schoenfelder, Environmental Partners, said they presented this project in February at the conceptual design phase, and since then they have taken feedback from the public and have advanced through preliminary design. She provided an update on where the project is now. She said the purpose of the project is to improve pedestrian accommodations, address safety deficiencies and the high crash rate, remove excess pavement, and improve circulation and delineation for abutting businesses.

Ms. Schoenfelder show a slide presentation about the project at the Shore Road at Barlow's Landing intersection. She said they are proposing to implement a four-way stop control at the intersection. She said that new formalized pedestrian accommodations are being proposed at the intersection and the western side of Shore Road. She said they are currently proposing to maintain the existing sidewalk on Village Way so people can continue to use that route. The Village Way approach to Shore Road will be teed up so it will be easier to see oncoming traffic.

She said that the Corner Café parking lot will be reconfigured so that vehicles will access the lot further away from the intersection.

Ms. Schoenfelder said the preliminary cost of the project is projected to be 1.35 million.

Bob Dwyer, President of the Pocasset Village Association, said that there was a Zoom meeting held for the residents after the February presentation to the Board. He said that there was not a consensus in the group, although they do have some suggestions. He talked about feedback that he has received from residents regarding the new proposed improvements.

Sue Baracchini said she attended both meetings in February and in the Spring about this intersection project, and she is pleased that they were heard about keeping the sidewalk on Village Way. She also said that she feels that this project is overpriced and over-engineered. She gave some suggestions on what she felt could help the intersection. She said that there are many signs that need to be replaced. There was some discussion about the parking lots at the businesses in the intersection.

Ms. McCollem said that after the previous conversation about this intersection, they had thought about putting this project on the TIP for funding, but to meet MassDOT's design standards for TIP funding, this would be a significantly bigger project and would have a detrimental impact on the character of the intersection.

Phil Austin, of Pocasset, said that he is opposed to a four-way stop at this intersection, as he feels it just needs some tree trimming and/or trees being removed.

Elmer Clegg of Pocasset said that he was in favor of this project essentially as presented and he personally endorses that position. He said that the four-way stop for the long term is the right solution. He also wanted to compliment the work that has been done by the consultants.

Melissa Ferretti added that she works near the intersection on Barlow's Landing, and there is a large amount of foot traffic at the intersection. Mary Jane Mastrangelo said that she was glad to see that the sidewalk on Village Way was kept. She also said it wasn't clear about the \$400,000. that was coming from Complete Streets.

Ms. McCollem said that \$400,000. would be the maximum and they would apply to the State to use that \$400,000. She said that if the project moves forward, the full amount should be borrowed, whatever they would be successful on with Complete Streets, would lower the necessary borrowing.

Ms. Mastrangelo also wanted clarification on public funds on private land, regarding the parking lots. There was some discussion about restoring the parking lot once dismantled. Shawn Patterson, DPW Director, said that he has lived in Pocasset his whole life and he said that he has listened to many people about this intersection, and he feels the biggest problem with the intersection is that people do not obey the speed limits. He said that he feels if money is to be spent that it should be done the right way, and he feels that the improvements that have been

presented are the best option. Ms. Mastrangelo added that she thinks this project should go before the Capital Outlay Committee.

Mr. MacDonald said that the four-way stop is the safest option because it gives drivers a chance to think and see where they are going. He said he agrees with the current plan. Ms. Froman recently observed a pedestrian almost getting hit by cars that stopped, then continued to go while the pedestrian was still in the crosswalk. She said that this is the time to do this right.

**Voted:** Mary Jane Mastrangelo moved, and Judith Froman seconded to refer the project to the Capital Outlay Committee for the recommendation of placing it on the Capital Plan and for possible funding at the 2022 Fall Special Town Meeting.

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

**7.i. Investment Grade Audit & performance contracting update from Trane (ESCO).**

Morgan Perras said she was at the meeting on behalf of Trane, and that she was there with colleagues in person and on Zoom. She said that they were there to discuss the Town of Bourne's Comprehensive Energy Management Services Project for Municipal and School Buildings and Facilities.

Ms. McCollem said that she, the School Department, and Finance have been working with Morgan Perras and her team on this project. She said there has been a lot of good discussion regarding what the priorities are and how the tool works. At this meeting, they want to introduce it to the Board and the public. This is the first draft and there will be changes made along the way.

Ms. Perras showed a slide presentation explaining the reason for this project, what performance contracting is, and the project that they are proposing with the phase 1 draft. She said that the reason why is because Bourne has years of deferred maintenance in its buildings, which causes a spiral effect, in which the Town does what it can with the budget, and it never is fully able to comprehensively maintain the buildings altogether, and that is what this plan does. She said that what the spiral does is creates growing capital needs.

Ms. Perras said that in addition to the building needs, Bourne also would like to green their facilities by reducing energy consumption and demand and by creating a positive Indoor Environmental Quality (IEQ). She said that their performance contracting, specifically in Massachusetts, is a very well-established procurement and contracting method.

Ms. Perras explained the streamlined process that would all be executed by Trane. She said that they hope to get the project on the warrant of the Town Meeting for this October. She said that the proposed project will drop energy spending by 30% and that 30% savings would be used to pay the project off in 20 years. She explained what items they are proposing to work on first and what would be worked on in the future. Some of the items that they recommended first are part of the roof at the high school, the ventilators at the high school, the boiler at the Town Hall, and the chiller at the Bourne Library.

Ms. Perras said that Bourne's capital investment would be \$724,000.00. She talked about the rebates, the contract term of 20 years, and the borrowing rate of 5.25%. She said that the project is 72% paid for using guaranteed energy savings, which means that Trane is contractually obligated to stick to these energy savings and if they don't make them then they would write a shortfall check. Ms. Perras closed her presentation by saying that the 3 main benefits to the community are fiscal, by receiving 5 million in self-funding facility updates, social for the air quality in the schools and municipal buildings, and environmental for the measurable reduction in utility consumption and emissions.

Chair Meier wanted to know if the Community Center was included in this project, and Ms. McCollem said that the first pass of the project does include some work for the Community Center Building, as well as the library, Town Hall, some fire stations, and some schools.

Ms. McCollem said that this project helps the Town in a comprehensive way so that not every project would need to go out for bid, and it would help with labor issues. She also said that she and Erica Flemming, the Finance Director for the Town of Bourne, met with financial advisers and she said that the Board and they would like the Board of Selectmen to consider their appetite for tax-exempt long-term leasing because they might be able to get better interest rates going with a lease option rather than a bonding option. Ms. Flemming explained the leasing option. There was a discussion about leasing and about energy consumption.

Ms. McCollem said that this PowerPoint presentation is online.

**7.j. Update – ARPA Funds - \$857,391 from Co. and \$2,068,450 direct allocation.**

Ms. McCollem said that Barnstable County has some restrictions on their funding, so the Town must be a little more selective in what they can apply to the County for that allocation. The two ambulances were successful with the County, and they paid upfront for them, and the Town should have them in the Spring.

Ms. McCollem said she would like to apply for the school's IT upgrade as the next priority for the County ARPA money. Christopher Oliver, Director of IT for the schools, gave the details of what the funds would be used for the IT upgrades. He said that most of the money would go for an infrastructure upgrade, specifically the server environment.

- i. Barnstable County – 2 ambulances - \$750,276 approved & under contract.**
- ii. Barnstable County – school IT upgrade - \$107,115 request.**
- iii. Town of Bourne – sewer manhole project - \$496,500 bid price.**
- iv. Town of Bourne – low-pressure system upgrades - \$700,000 allowance request.**
- v. Town of Bourne – IT upgrades - \$500,000 allowance request.**
- vi. Town of Bourne – capital plan offset - \$371,950 request.**

**Voted:** Mary Jane Mastrangelo moved, and Jared MacDonald seconded to designate IT infrastructure & security as a priority use of ARPA funds, and to direct the Town Administrator to apply for \$107,115 in Barnstable County ARPA funds to offset the costs of upgrading the IT infrastructure at the Bourne Public Schools.

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



Ms. McCollem said that using the direct allocation, they opened the bids for the sewer manhole project, and they came in at \$496,500., which is a firm price that ARPA will be used to cover these costs. She is holding an allowance of \$700,000. of ARPA funds for the low-pressure upgrade project, so once the manholes are underway, they will get started on this project. She also wants \$500,000. of ARPA funds for IT upgrades, to continue to build up the IT infrastructure. She also said that with the remaining funds of \$308,253. she would like to use these funds to offset some capital plans funding.

**8. Town Administrator Report**

- a. Election polling location update.**
- b. South Side Fire Station OPM Update.**

**8.a. Election polling location update.**

Ms. McCollem said that they did meet about using the Middle School as a polling place during a school day, and there will be a physical barrier and a police officer in place.

**8.b. South Side Fire Station OPM Update.**

Ms. McCollem said that she has received the cost proposal for the OPM for the South Side Fire Station and they are in negotiations presently.

Ms. McCollem also said that regarding 34 Diandy Road, a tax-taking property, the Appeals Court has ruled in favor of the Town, and there is a further appeal period of 21 days.

**9. Minutes: 5/24/22, 5/31/22, 6/7/22.**

**Voted:** Melissa Ferretti moved, and Judith Froman seconded to approve the minutes of May 24<sup>th</sup>, May 31<sup>st</sup>, and June 7<sup>th</sup>, 2022, as presented in the packet.

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

**10. Correspondence**

Clerk Melissa Ferretti read aloud the correspondence:

- 4 Letters from DEP.
- Xfinity channel updates.
- TMDL letter to the Selectmen.
- Email from N. Coleman regarding trash pickup for condos.
- Community Center Outdoor Recreation Re-design flyer.
- Community Center Outdoor Skate Park flyer.

These are all on the Town's website.

Chair Meier said that the email from N. Coleman regarding trash pickup is that the sender wants to know why they don't pick up trash for condos in Town. He is asking for a cost-benefit analysis

for justification. Ms. Mastrangelo said that this should be a future agenda item. Chair Meier said that they will add it as a future agenda item when the staff is ready to bring it forward.

Ms. Mastrangelo also said that she would like the concern of the TDML letter as a future agenda item at either a Board of Selectmen meeting or a Sewer Commissioners meeting.

#### **11. Committee Reports**

Ms. Froman said that she attended a Roadway Safety meeting last week, and people are starting to get the idea that they can start to put things forward. She said they now have a tracking system and there were several items brought forward.

Ms. Ferretti said she attend her first Joint Base Cape Cod meeting and she said it was mostly an introduction for her and she was able to meet most of the people and about the work that they have done to try to build better relationships with the public and keeping everyone in line with what they are working on.

Ms. Froman said that she has a Community Engagements Committee meeting tomorrow and they are in the process of editing the application which will come before the Select Board for review.

#### **12. Other Business – None.**

#### **13. Upcoming Meetings**

- **8/23 – Grow Smart presentation**
- **9/13 – regular meeting**

#### **14. Adjourn**

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

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

This meeting of the Bourne Board of Selectmen was adjourned at 9:43 PM.

Respectfully Submitted,

Kim Johnson, Recording Secretary

**Board of Selectmen  
Minutes of Tuesday, August 30, 2022  
Bourne Veterans' Community Center – Rm 2  
Buzzards Bay, MA**

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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

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

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

**6:45 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. Discussion and possible vote to appoint P. Parker to the Bourne Cultural Council.**

**6.a. Discussion and possible vote to appoint P. Parker to the Bourne Cultural Council.**

Town Administrator Marlene McCollem said that everything is in order.

**Voted:** Jared MacDonald moved, and Judith Froman seconded to appoint Patti Parker to the Bourne Cultural Council for an unspecified term until a replacement is identified.

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

**7. Selectmen's Business**

**a. Discussion and possible vote to approve the request of the Bourne Pigskin Booster Club to hold a Car Wash at the Pocasset Fire House on 09.10.22.**

**b. Discussion and possible vote to approve the request of the BHS Volleyball Spike Club to hold a Car Was at the Pocasset and Buzzards Bay Fire House on 09.04.22.**

**7.a. Discussion and possible vote to approve the request of the Bourne Pigskin Booster Club to hold a Car Wash at the Pocasset Fire House on 09.10.22.**

Ms. McCollem said there are no issues and that everything is in order

**Voted:** Judith Froman moved, and Melissa Ferretti seconded to approve the application of the Bourne Pigskin Booster Club, Ana Liza Fulay-DeSimone, organizer, for a carwash on September 10, 2022, at the Pocasset Fire Station, as conditioned by the Fire Department.

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

**7.b. Discussion and possible vote to approve the request of the BHS Volleyball Spike Club to hold a Car Wash at the Pocasset and Buzzards Bay Fire House on 09.04.22.**

Ms. McCollem said that everything is in order

**Voted:** Melissa Ferretti moved, and Mary Jane Mastrangelo seconded to approve the application of the BHS Volleyball Spike Club, Jenna Timo, organizer, for a carwash on September 4, 2022, at the Pocasset and Buzzards Bay Fire Stations, as conditioned by the Fire Department.

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

**8. Upcoming meetings: 09/13/22.**

Chair Meier said that Ms. McCollem has a piece of correspondence in the packet regarding a ribbon cutting Monday, September 12<sup>th</sup> at 11 AM at the Bourne Friends Food Pantry.

Ms. Froman asked if they could discuss the correspondence from the Bourne Basketball Association. Chair Meier said it will most likely be on the agenda for 9/13.

**9. Adjourn**

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

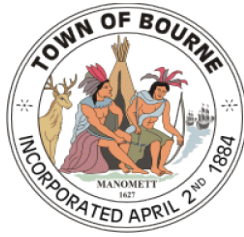
**Vote:** 5-0-0.

This meeting of the Bourne Board of Selectmen was adjourned at 6:51 PM.

Respectfully Submitted,

Kim Johnson, Recording Secretary





## Selectmen's Correspondence

September 13, 2022

- A. DEP letter – Draft Remedial Investigation Uniform Federal Policy – Otis Gun Club Munitions Response Area
- B. DEP letter – Investigation Report Skeet Range Munitions Response Area
- C. J. Dateo – Talent Bank Form COA
- D. Email P. Blumin re 416 Barlows Landing Road
- E. J. Marks Resignation from Energy Advisory
- F. Mass Maritime Academy property purchases



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

August 8, 2022

Air Force Civil Engineer Center/JBCC  
Attn: Ms. Rose H. 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 Uniform  
Federal Policy - Quality Assurance Project  
Plan Addendum 1 Supplemental Remedial  
Investigation Otis Gun Club Munitions  
Response Area - RCL, Comments**

Dear Ms. Forbes:

The Massachusetts Department of Environmental Protection (MassDEP) has received the Air Force Civil Engineer Center (AFCEC) responses to comments letter (RCL) dated June 14, 2022, issued in response to MassDEP comments dated March 28, 2022, and May 2, 2022, on the document **“Draft Remedial Investigation Uniform Federal Policy - Quality Assurance Project Plan Addendum 1: Supplemental Remedial Investigation Otis Gun Club Munitions Response Area”** (the UFP-QAPP) dated February 2022. The RCL included a red-lined revised UFP-QAPP dated June 2022.

MassDEP has no comments on the RCL and no further comments on the UFP-QAPP.

Please incorporate this letter into the Administrative Record for the Otis Gun Club Munitions Response Area at Joint Base Cape Cod. If you have any questions regarding this letter, please contact me at (508) 946-2871 or Kendall Walker at (508) 946-2846.

Sincerely,

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

P/kw

Ec: Upper Cape Select Boards  
Upper Cape Boards of Health  
JBCC Cleanup Team  
MassDEP Boston/Southeast Regional Office

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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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

July 28, 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**  
**MOR, Comments**

Dear Ms. Forbes:

The Massachusetts Department of Environmental Protection (MassDEP) has reviewed the Air Force Civil Engineer Center (AFCEC) Memorandum of Resolution dated July 25, 2022 (the MOR) to MassDEP comments issued for the document "**Draft Remedial Investigation Report Skeet Range Munitions Response Area, Joint Base Cape Cod, Massachusetts**" dated May 2021 (the Draft RI Report). 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 and munitions constituents associated with the historical military use of the Skeet Range Munitions Response Area (MRA).

MassDEP has no comments on the MOR and no further comments on the Draft RI Report.

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

Sincerely,

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

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

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Julie Dateo RN, MSN  
Nurse Practitioner

Town Administrator's Office  
24 Perry Avenue  
Buzzards Bay, MA 02532

RE: Council of Aging Vacancy

Sept 7, 2022

To Town Administration,

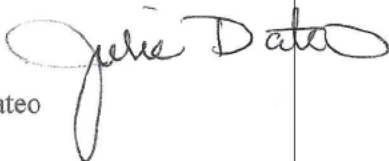
My husband and I moved to Bourne approximately one year ago. I am very interested in volunteering for the Board Vacancy on the Council of Aging.

I am a nurse practitioner and eager to be involved in community activities. My belief is that the senior population is an undervalued and underserved population. I would like to volunteer and advocate for programs and services that support our seniors.

My resume is attached. My most recent addition, Nurse Practitioner Hospitalist, at Falmouth Hospital is not yet added. My main responsibilities are managing patients on the medical floors and working in the Transition Care Clinic. We moved from Needham, MA where I volunteered at the Needham Community Council Food Pantry. We love our new neighborhood in Monument Beach!

Thank you for considering,

Julie Dateo



# 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. Please fill out this page and return it to:

TOWN GOVERNMENT TALENT BANK  
c/o Town Administrator,  
24 Perry Avenue  
Buzzards Bay, MA 02532

NAME:

Julie Dateo

DATE:

9-7-22

ADDRESS:

[REDACTED]

VILLAGE:

Monument Beach

OCCUPATION:

Nurse Practitioner

TELEPHONE #

[REDACTED]

EMAIL:

[REDACTED]

Please list in order of preference which committee(s) you are interested in:

Council on Aging

Historical Commission

Briefly describe why you would be an asset to this committee(s). Include any special training and qualifications:

See list + letter.

## **Marlene McCollem**

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**From:** Meier, Peter  
**Sent:** Tuesday, September 6, 2022 1:35 PM  
**To:** Marlene McCollem; All Selectmen  
**Subject:** Fwd: 416 Barlows Landing Road

FYI

**This Email is to a Quorum of the Board. Please Do Not Reply All.**

Peter J Meier  
Chairman - Bourne Board of Selectmen  
Member - Bourne Board of Sewer Commissioners  
24 Perry Avenue  
Buzzards Bay, MA 02532  
PMeier@townofbourne.com  
508-759-0600 - Office  
508-759-7809- Home  
508-274-7184- Cellular

Begin forwarded message:

**From:** Patti Blumin [REDACTED]  
**Date:** September 6, 2022 at 1:18:58 PM EDT  
**To:** "Meier, Peter" <PMeier@townofbourne.com>  
**Subject:** 416 Barlows Landing Road  
**Reply-To:** Patti Blumin [REDACTED]

Hello Peter,

I have learned from the Town of Bourne website that the members of the Historical Commission are appointed by the Select Board. In that regard, I am writing to you in your capacity of Chair of the Select Board regarding my concerns with not only the decision of approval to demolish 416 Barlows Landing by the Bourne Historical Commission, but also the Commission's lack of employing tools available to them in making a deliberate and well thought out decision.

Here are my concerns:

1. I find it very odd the Chair of the Historical Commission was not in attendance at the meeting of June 14, 2022, in which 416 Barlows Landing, a 200-plus year-old structure, was approved for demolition. Albeit, Carl was taking care of a medical issue, however, it seems an agenda item of that import could have been postponed a month or two.
2. The "Charge" of "The Bourne Historical Commission was established for the preservation, protection, and development of the historical and archeological assets of the town. The Demolition Delay By-law applies to all properties 75 years and older." The subject property is double, nearly triple, the age whereby the Demolition Delay By-law applies.\*

Many thanks.  
Patti (Cook) Blumin



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This email has been scanned for spam and viruses by Proofpoint Essentials. Click [here](#) to report this email as spam.



Wednesday, August 31, 2022

Mr. Peter J. Meier, Chairman  
Town of Bourne Select Board  
Town Hall, 24 Perry Avenue  
Bourne, MA 02532-3441

12:02 PM  
2022 AUG 31 PM 3:40  
TOWN CLERK BOURNE

cc: Merlene McCullen Town Administrator

- Carl Georgeson EAC Chair
- Select Board Correspondence

Dear Mr. Meier,

Please accept my immediate resignation from my position of member and clerk of the Bourne Energy Advisory Committee,

My goal of assisting to have Bourne designated a Green Community has been reached, although not yet publicly announced. The direction for future work by the EAC is unclear so I will become involved more fully in other important work.

If possible, please take time to recognize the 14-year involvement and success of Robert Sekefield, who has been foundational in leading the entire country toward green energy. At 86, Mr. Sekefield is nearing the end of his public work.

Thanks to all who volunteer for the betterment of Bourne.

Sincerely,

Janice Markis, [REDACTED]





September 6, 2022

To the Bourne Selectboard,

In keeping town and community relations fully transparent, the Massachusetts Maritime Academy Foundation has recently purchased two properties. The purpose of these purchases are in an effort to assist the Massachusetts Maritime Academy in their operational needs.

These sites are contiguous with Academy property and consist of:

- 14 Taylor Road
- 16 Tower Lane

Thank you,



Brendan O'Connor  
Chair, MMA Foundation