

Board of Selectmen
Minutes of Tuesday, October 6, 2020
Zoom Remote – Public Access

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TA Tony Schiavi
ATA Glenn Cannon

Selectmen

Judy Froman, Chair
James Potter, Vice Chair
George Slade, Clerk
Jared MacDonald
Peter Meier

Finance Committee Members:

Mary Jane Mastrangelo, Renee Gratis, Michelle Ford, Richard Lavoie, Amanda Bongiovanni, George Smith, James Sullivan, Judy Flynn,

Others: Bill Hubbard, Chris Southwood, Coreen Moore, Edward Laspina, Dan Ward, Pat Nemeth, Melisa Ryan, Kristen Berger, Chris Pine, Steve Souza, Dan Barrett, Dave Peterson, James Beyer, Ken Murphy – Building Inspector, Melissa Ryan, Sam L, Wayne Sampson, Katie Beatty Goers – Bourne Enterprise.

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

If anyone from the public wishes to access the meeting, they can do so by calling the following conference line: 1 929 205 6099 Meeting ID:822 8068 3116 Password: 916010 or by using the following Link below:
<https://us02web.zoom.us/j/82280683116?pwd=bFdOWWVyWGpZVWhjdEUyUHF1bExUQT09>

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Participants wishing to speak should click the "Participants" icon on the lower toolbar and then click "Raise Hand" in the dialog box to notify the Chair. The Chair will recognize participants.

For Participants who are calling into the meeting and wishing to speak should press *9 to notify the Chair. The Chair will recognize participants.

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

Documents: [Correspondence](#); [Shellfish Regulations](#); [COVID-19 Phase III Step 2](#); [Warrant Articles](#); [Fall Special Town Meeting Calendar](#);

7:00 p.m. Call Public Session to order in Open Session

Madam Chair Froman called the meeting to order at 7:00 pm.

Judy Froman reported that in Executive session the Board voted unanimously to continue to purchase the land for other county uses.

Moment of Silence for our Troops and our public safety personnel /Salute the Flag

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.

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 responsibility 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.

Public Comment – 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.

Voted: Judy Froman moved and seconded by Peter Meier to move agenda item 8a to following agenda item 7c.

Roll Call Vote: Peter Meier – Yes, George Slade – Yes, James Potter - Yes, Jared MacDonald – Yes, Judy Froman – Yes
Vote: 5-0-0

6) Approval of Minutes: September 1, 2020 & September 15, 2020

Voted: Jared MacDonald moved and seconded by George Slade to approve the minutes from September 1, 2020.

Roll Call Vote: Peter Meier – Yes, George Slade – Yes, James Potter - Yes, Jared MacDonald – Yes, Judy Froman - Yes
Vote: 5-0-0.

Voted: Jared MacDonald moved and seconded by Peter Meier to approve the minutes from September 15, 2020 with the amended dates on page 2 - page 10.

Roll Call Vote: Peter Meier – Yes, George Slade – Yes, James Potter - Yes, Jared MacDonald – Yes, Judy Froman - Yes
Vote: 5-0-0.

7) Appointments and Licenses

- a. **7:05 PM Floating Shellfish Upwellers Public Hearing — Massachusetts Maritime Academy**
- b. **7: 10 PM Floating Shellfish Upwellers Public Hearing — Scallop Bay Marina**
- c. **7: 15 PM Shellfish Regulations Public Hearing — DNR Director Chris Southwood**
- d. **Buzzards Bay Water District — Update on water permit application — Steve Souza**
- e. **Cape Cod Aggregates Settlement Agreement Release and possible vote**
- f. **Zoning Board of Appeals Appointments — Discussion and possible vote**
 - i. **James Beyer**
 - ii. **Pat Nemeth**
 - iii. **iii. Chris Pine**
- g. **Election Worker Appointments**
 - i. **Wandra L. Harmsen**
 - ii. **Linda M. McManus-Masson**
 - iii. **Ellen Grace Lewis**
 - iv. **iv. John W. Harmsen**
- h. **Human Services Committee Appointment— School Representative - Melissa Ryan**
- i. **Interim DPW Director Appointments**
 - i. **Cape Cod Joint Transportation Advisory Committee**
 - ii. **Local Emergency Planning Committee**
 - iii. **Private Roads Acceptance Committee**
 - iv. **iv. Street & Traffic Lighting Committee**
 - v. **Transportation Advisory Committee**
- j. **Accept the resignation of Susan Weston as a Regular Member of the Conservation Commission**
- k. **Appoint Greg Berman from Associate Member to Regular Member of the Conservation Commission**
- l. **Appoint Susan Weston as an Associate Member to the Conservation Commission**

7.a 7:05 PM Floating Shellfish Upwellers Public Hearing — Massachusetts Maritime Academy

Judy Froman Read the public hearing notice: Notice is hereby given in accordance with provisions of Chapter 130, Section 60 of MGL as amended and Rules and Regulations and Application Requirements promulgated by the Board of Selectmen, that Massachusetts Maritime Academy, 101 Academy Drive, Buzzards Bay, MA 02532, filed an application on September 2nd, 2020 to establish an aquaculture site within the municipal waters of the Town of Bourne within Buzzards Bay. The applicant is proposing 3 Floating Shellfish Upwellers that will be located along the existing Massachusetts Maritime floating piers at 101 Academy Drive, Buzzards Bay, MA 02532. The application, including a plan showing the specific location of the proposed upwellers, can be viewed by emailing csouthwood@townofbourne.com. A public hearing will be held Via Remote Access on Tuesday, October 6th, 2020 at 7:00 pm.

Chris Southwood, Natural Resources Director, is recommending an aquaculture license for the Mass Maritime Academy under Professor Bill Hubbard. It will be a great opportunity for collaboration between MMA and the Town of Bourne. He is requesting 3 - 8 x 10 upwellers located on their floating pier system. The plan going forward is to grow various shellfish species starting with quahogs, for scientific and academic research.

Bill Hubbard thanked Chris Southwood. Hoping to build a partnership, want to train students to do science. Goal is to work with the town.

Voted: Jared MacDonald moved and seconded by James Potter to approve the request for an upweller by the Mass Maritime Academy.

Roll Call Vote: Peter Meier – Yes, George Slade – Yes, James Potter – Yes, Jared MacDonald – Yes, Judy Froman - Yes

Vote: 5-0-0

Mary Jane Mastrangelo stated the Finance Committee has been called to order.

7.b. 7:10 PM Floating Shellfish Upwellers Public Hearing — Scallop Bay Marina

Judy Froman read the Notice: Notice is hereby given in accordance with provisions of Chapter 130, Section 60 of MGL as amended and Rules and Regulations and Application Requirements promulgated by the Board of Selectmen, that Edward Laspina, 895 Shore Road, Pocasset, MA 02559, filed an application on September 3rd, 2020 to establish an agriculture site within the municipal waters of the Town of Bourne within Buzzards Bay. The applicant is proposing Floating Shellfish upwellers that will be located within or under the permitted boat slip at the Scallop Bay Marina located at 18 Wings Neck Rd, Pocasset, MA 02559. The application, including a plan showing the specific location of the proposed upweller, can be viewed by emailing csouthwood@townofbourne.com. A public hearing will be held Via Remote Access on Tuesday, October 6th, 2020 at 7:00 pm.

Chris Southwood Natural Resources Director, said this is a request from Mr. Laspina and Mr. Dan Ward, who represents Scallop Bay Marina. this a phenomenal opportunity for the town. They will be utilizing the permitted dock systems, and looking to turn the inside of their building into a scallop hatchery. They will be focusing on specific species. They are looking to collaborate with the town and develop a propagation program for a scallop industry, maybe restoring some habitat for Bourne. The abutters have been notified.

Dan Ward said we have been partnering with the town of Bourne for many years, in terms of shellfish propagation, and working with Michael Corson, the shellfish technician in Bourne to increase propagation of oysters, quahogs, as well as scallops. We want to incorporate the scallop aquaculture into the operations.

Voted: Jared MacDonald moved and seconded by George Slade to close the public hearing.

Roll Call Vote: Peter Meier – Yes, George Slade – Yes, James Potter – Yes, Jared MacDonald – Yes, Judy Froman - Yes

Vote: 5-0-0

Voted: Jared MacDonald moved and seconded by George Slade to approve the request for an upweller by the Scallop Bay Marina.

Roll Call Vote: Peter Meier – Yes, George Slade – Yes, James Potter – Yes, Jared MacDonald – Yes, Judy Froman - Yes

Vote: 5-0-0

7.c. 7:15 PM Shellfish Regulations Public Hearing — DNR Director Chris Southwood

Judy Froman read the Notice: as per MGL chapter 130 section 52, for this public hearing any regulations made hereunder shall take effect as therein stated, shall be published by posting a copy of the same in the office of the alderman, city council or selectmen making the same, and in the office of the city or town clerk, and in three or more public places in said city or town. These postings include, Town Hall and three Post Offices (Buzzards Bay, Pocasset, Monument Beach) as well as the Town of Sandwich Clerk's office.

The recommendation for the 2021 Recreational and Commercial Shellfish Regulations as submitted by the town of Bourne Department of Natural Resource can be view by emailing csouthwood@townofbourne.com.

Chris Southwood, Natural Resources Director, said we need to update our regulations for the upcoming season. There are no changes except the dates. (2021).

Division of Marine Fisheries – opening 2 areas for recreational use, that were shut down 1-2years for propagation, through B120 Funding. Closed one area this year – Phinney's Harbor for the quahog relay, we planted 800 bushels, 75,000 oyster seeds were planted in Little Buttermilk. We are trying to rotate the areas, plant, propagate, open. Would like to waive the next two reading, because the only change is the date.

James Potter questioned any discussion regarding residents being able to take out a permit. Chris Southwood said that is the aquaculture regulations. Have updates to bring to the BOS. We had meetings, Shore & Harbor with commercial fisherman. Having been working with the commercial fisherman to find area that will be suitable for both town benefit and commercial fisherman benefit. Will bring the regulations to the BOS in the near future.

Peter Meier suggested to find a way to sell stickers at the marinas, Taylors Point or Monument Beach on the weekends when Town Hall is closed.
Chris Southwood said they can look into that for next year.

Voted: Peter Meier moved and seconded by Jared MacDonald to close the public hearing.

Roll Call Vote: Peter Meier - Yes, George Slade - Yes, Jared MacDonald - Yes, James Potter – Yes, Judy Froman – Yes.

Vote: 5-0-0

Voted: Peter Meier moved and seconded by Jared MacDonald to waiver the 2nd and 3rd reading of the 2021 shellfish regulations.

Roll Call Vote: Peter Meier - Yes, George Slade - Yes, Jared MacDonald - Yes, James Potter – Yes, Judy Froman – Yes.

Vote: 5-0-0

Voted: Jared MacDonald moved and seconded by James Potter to approve the 2021 shellfish regulations as presented.

Roll Call Vote: Peter Meier - Yes, George Slade - Yes, Jared MacDonald - Yes, James Potter – Yes, Judy Froman – Yes.

Vote: 5-0-0

8.a. Little Bay Dredging Update - DNR Director Chris Southwood

Chris Southwood, Natural Resources Director, spoke about dredging the little bay channel, the second half of the Pocasset River Littlebay Channel Project. Won't be able to do the river this year. Looking to do 18,000 cubic yards coming out of Littlebay Channel. Scheduled to begin October 26th run through November 14th. The town of Sandwich is willing to take between 10,000 – 15,000 cubic yards of this material off site after the project is done. This should be done annually. Will keep everyone updated as we move forward. Will post information on the town website as well as the newspapers.

Peter Meier said the Barlow's Landing road ramp is the only deep-water access. Suggested to look into getting curb-cut/permission to cross over the tracks to make the access into the Monument Beach Marina, for that boat ramp.

Tony Schiavi took a point of personal privilege. Mr. Schiavi wanted to recognize Chris Southwood. He completed the intermittent reserved police academy in Plymouth.

7.d. Buzzards Bay Water District — Update on water permit application — Steve Souza

Steve Souza gave an update on the water permit application. Gone through most of the permitting, hope to file it on Friday with the state. It comes with some requirements.

Kristen Berger, Resilient Civil Engineering, working with Buzzards Bay Water District, said they are pulling together permit applications to request the increased amount they are looking for to provide water to some of the new development for the anticipated population increase and the significant development. Permit application requirements: Public Notice requirements: Once the permit is submitted, hoping to have it submitted by this Friday, there is a certain calendar time frame to do public notice through newspaper, which has to be done within 10 business days. Hoping to have it published by Friday October 16th. Within 5 business days of that publication the district has to mail notices to abutters for all the permitted well properties, which would have to happen by October 23rd. 30 days after the public notice is put in the newspaper the requirements require a certificate from the Water Resource Management Official, for most towns that is the Board of Selectmen, stating the proposed withdrawal is not inconsistent with the Local Water Resource Management Plan, and no statement of opposition has been received within the 30 day comment period. Any time after Nov. 16th the letter/certificate can be dated and issued. Kristen Berger will email the timeline to the Select Board.

James Potter questioned with the withdraw permit, is there a certain scope that the water district is looking to achieve, in terms of how many years out will this be good for. Kristen Berger said these are 20-year permits. The CMR is strict on how much time you can get. We will be asking for the maximum of 20 years.

7.e. Cape Cod Aggregates Settlement Agreement Release and possible vote

Tony Schiavi said previously we discussed the Cape Cod Aggregates release as they were working with the Planning Board for the sale of the property to potentially a solar development, but there was a settlement agreement, a covermount and a performance bond associated with the settlement agreement between the town and the Cape Cod Aggregates, dating back to the early to mid 2000s. They have completed all their operations there and have been working to restore the site, getting the equipment removed. Have done a number of site visits by members of the ZBA and Building Inspector. The ZBA has reviewed everything. Got the signoff from the Building Inspector as it relates to the completion of the restoration activity. They recommended release from the restoration and from the performance bond, but that decision needs to be made by the Board of Selectmen. Passed the agreement by Town Counsel and he agreed that would be the appropriate document for the Board to sign should the Board agree to release Cape Cod Aggregates from their responsibilities in completing the restoration and also release from the performance bond. Coreen Moore and Ken Murphy have been with the project for a while.

Voted: Peter Meier moved and seconded by Jared MacDonald to acknowledge substantial compliance with the Cape Cod Aggregates settlement agreement and to release Cape Cod Aggregates from the performance bond.

Roll Call Vote: Peter Meier – Yes, George Slade – Yes, Jared MacDonald – Yes, James Potter – Yes, Judy Froman - Yes
Vote: 5-0-0

Dave Peterson thanked the Board

7.f. Zoning Board of Appeals Appointments — Discussion and possible vote

- i. James Beyer**
- ii. Pat Nemeth**
- iii. Chris Pine**

Judy Froman said there are currently openings on the Zoning Board of Appeals. The vacancies were made by Amy Coultart, and Kat Brennen. We have 3 candidates that are currently associate members that are looking to become full members.

Voted: George Slade moved and seconded by Jared MacDonald to accept the resignations of Amy Coultart from the Zoning Board of Appeals.

Roll Call Vote: Peter Meier – Yes, George Slade – Yes, Jared MacDonald – Yes, James Potter – Yes, Judy Froman - Yes
Vote: 5-0-0.

Voted: Jared MacDonald moved and seconded by Peter Meier to accept the resignations of Kat Brennen from the Zoning Board of Appeals.

Roll Call Vote: Peter Meier – Yes, George Slade – Yes, Jared MacDonald – Yes, James Potter – Yes, Judy Froman - Yes
Vote: 5-0-0.

Each candidate, James Beyer, Pat Nemeth, and Chris Pine, introduced themselves and spoke briefly as to why they would like to be a full member of the Zoning Board of Appeals

James Potter questioned the candidates how they view variances and how they look at consistency as to how to apply the variance or variances should not be given.

Each candidate, Chris Pine, Pat Nemeth, and James Beyer, gave their answer regarding variances.

Voted: Peter Meier moved and seconded by James Potter to appoint James Beyer to the Zoning Board of Appeals. Term to expire June 30, 2024.

Roll Call Vote: Peter Meier – Yes, George Slade – Yes, Jared MacDonald – Yes, James Potter – Yes, Judy Froman - Yes
Vote: 5-0-0.

Voted: George Slade moved and seconded by James Potter to appoint Chris Pine to the Zoning Board of Appeals. Term to expire June 30, 2022.

Roll Call Vote: Peter Meier – Yes, George Slade – Yes, Jared MacDonald – Yes, James Potter – Yes, Judy Froman - Yes

Vote: 5-0-0.

7.g. Election Worker Appointments

- i. Wandra L. Harmsen**
- ii. Linda M. McManus-Masson**
- iii. Ellen Grace Lewis**
- iv. John W. Harmsen**

Voted: Peter Meier moved and seconded by Jared MacDonald to approve the slate of election workers: Wandra Harmsen, Linda McManus-Masson, Ellen Grace Lewis, and John Harmsen, term to expire June 30, 2021.

Roll Call Vote: George Slade – Yes, James Potter – Yes, Peter Meier – Yes, Jared MacDonald – Yes, Judy Froman - Yes

Vote: 5-0-0.

7.h Human Services Committee Appointment— School Representative - Melissa Ryan

Voted: Jared MacDonald moved and seconded by Peter Meier to appoint Melissa Ryan to the Human Services Committee. Term to expire June 30, 2023.

Roll Call Vote: George Slade – Yes, James Potter – Yes, Peter Meier – Yes, Jared MacDonald – Yes, Judy Froman - Yes

Vote: 5-0-0.

7.i. Interim DPW Director Appointments

- i. Cape Cod Joint Transportation Advisory Committee**
- ii. Local Emergency Planning Committee**
- iii. Private Roads Acceptance Committee**
- iv. Street & Traffic Lighting Committee**
- v. Transportation Advisory Committee**

The interim Director is Matthew Quinn.

Voted: Peter Meier moved and seconded by Jared MacDonald to appoint interim DPW Director Mathew Quinn to the Cape Cod Joint Transportation Advisory Committee, Local Emergency Planning Committee, Private Roads Acceptance Committee, Street & Traffic Lighting Committee, and the Transportation Advisory Committee. Term to expire June 30, 2021.

Mary Jane Mastrangelo spoke about Matthew Quinn maybe having to many responsibilities with his current duties, adding the director duties, and asking him to go to meetings. Suggested for the committees, it be Matthew Quinn or his designee.

James Potter said the Board shouldn't be involved in town employee's day to day activities. Questioned if the Board of Selectmen should be appointing town employee who work on a day to day basis and micro managing when they might attend meetings. That falls under the Town Administrator purview. We don't have to make the appointment until we have a permanent position.

Roll Call Vote: George Slade – Yes, James Potter – Yes, Peter Meier – Yes, Jared MacDonald - Yes, Judy Froman - Yes.
Vote: 5-0-0

7.j. Accept the resignation of Susan Weston as a Regular Member of the Conservation Commission

Voted: Peter Meier moved and seconded by George Slade to accept Susan Weston's resignation.

Roll Call Vote: George Slade – Yes, James Potter – Yes, Peter Meier – Yes, Jared MacDonald – Yes, Judy Froman - Yes
Vote: 5-0-0

7.k. Appoint Greg Berman from Associate Member to Regular Member of the Conservation Commission

Voted: Peter Meier moved and seconded by Jared MacDonald to appoint Greg Berman from Associate Member to Regular Member of the Conservation Commission. Term to expire June 30, 2021.

Roll Call Vote: George Slade – Yes, James Potter – Yes, Peter Meier – Yes, Jared MacDonald – Yes, Judy Froman - Yes
Vote: 5-0-0.

7.i. Appoint Susan Weston as an Associate Member to the Conservation Commission

Voted: Peter Meier moved and seconded by George Slade to approve Susan Weston as an Associate Member to the Conservation Commission. Term to expire June 30, 2021

Roll Call Vote: George Slade – Yes, James Potter – Yes, Peter Meier – Yes, Jared MacDonald – Yes, Judy Froman - Yes
Vote: 5-0-0.

8) Selectmen's Business

- a. **Little Bay Dredging Update - DNR Director Chris Southwood**
- b. **Bourne Residential Recycling Center Policy (first reading) — Discussion and possible vote**
- c. **Town Meeting Logistics Update—discuss location, time, quorum, etc.**
- d. **Review November 16, 2020 Draft Warrant and timeline**
- e. **FY 22 Budget and 2021 Annual Town Meeting Timeline**
- f. **DRAFT Liquor License Policy Discussion**
- g. **Joint Base Cape Cod Firing Range update**

8.b. Bourne Residential Recycling Center Policy (first reading) — Discussion and possible vote

Dan Barrett presented the Bourne Board of Selectmen Recycling Policy for calendar year 20-21. Mr. Barrett said the only thing that changed are the dates.

ACCEPTABLE ITEMS (prices may change)

- Bulky items: each household will get 4 bulky item stickers, good for **2021** only, that can be used for free disposal of the items below. Bulky item stickers must be presented or charges will apply. The charges are:
- Bulky item stickers must be presented or charges will apply. The charges are:
 - Appliances (including microwaves) - **\$10**
 - Flat screen monitors and TVs, computers (CPUs), Cathode Ray Tubes (TVs, monitors) - **\$20**
 - Mattresses, boxsprings, sofa beds - **\$20**
 - Fluorescent bulbs - One sticker per bundle of up to 8 - **\$4** each bulb
 - Tires - up to 4 small tires per sticker allowed. Auto/motorcycle/vehicle/mower < 16" - **\$10**, vehicle/truck 16" - 20" - **\$20**, vehicle/truck > 20" - **\$60**
- Recyclables, scrap metal
- Yard waste, brush and stumps
- Residential garbage and rubbish
- Bulky items and furniture
- Construction & demolition debris/shingles
- Propane tanks (20 lbs. only)
- Batteries- Ni-Cad, auto/marine, lithium
- Mercury containing items- thermometers, thermostats, switches
- PCB ballasts
- Paint- March 27th through October 16th, 10 can limit/day
- Waste oil and antifreeze (5 gallon limit each), oil filters, **no gasoline**

SWAP SHOP

- Only leave items in good condition.
- No loitering over 20 minutes or harassing others.
- Items are to be left and taken free of charge. No financial transactions of any kind allowed.
- The Swap Shop is not for commercial users.

Do not leave at Swap Shop

- Items with sharp broken parts, water damage or mildew.
- Mattresses, boxsprings, futons, sleeper sofas, pillows.
- Fluorescent bulbs, child car seats
- Televisions, computer monitors
- Paint, hazardous products
- Rubbish
- Clothing (use textile containers)

PAY FOR AT SCALE (sticker holders only)

- Campers, boats and RVs.
- **Scale availability during residential recycling center hours; Mon. – Fri., 7:00 a.m. – 3:00 p.m. Saturdays 7:00 a.m. – noon. Closed Sundays. Subject to seasonal schedule.**

FOR SALE

Compost bins - \$40

Bourne Board of Selectmen Recycling Center Policy Calendar Year 2021



Approved by the Selectmen of Bourne:
 Judith MacLeod-Froman, Chair
 James L. Potter, Vice Chair
 George G. Slade, Clerk
 Peter J. Meier
 Jared P. MacDonald

HOURS OF OPERATION
 Labor Day to Memorial Day
 Wed. – Mon., 7:00 a.m. to 3:00 p.m.
 Closed Tuesdays & Holidays

Memorial Day to Labor Day
 7 days a week, 7:00 a.m. to 3:00 p.m.
 Closed Holidays
 Exact dates to be posted later

IMPORTANT PHONE NUMBERS

ISWM Office	508-759-0600, ext. 4
Recycling Center	508-759-0643
Scale	508-759-0639
Town Hall	508-759-0600
Bourne Board of Health	508-759-0600, ext. 1513
DPW (curbside)	508-759-0600, ext. 3
Website	www.townofbourne.com

Recycling/Disposal Sticker

- 1st sticker **\$30**; 2nd sticker **\$15**
- Seniors (60), 1st **\$20**, 2nd **\$10**
- Replacement sticker **\$10**
- Limit of two (2) stickers per property owner/residential household.
- Credit/debit card or check only. **NO CASH.**

GENERAL RULES

- **No Smoking.**
- **Abusive language toward employees will not be tolerated.**
- Stickers are Town property.
- Any violations of these rules may result in loss of sticker.
- **State waste disposal bans must be followed.** These items include: commercial organic material, recyclable paper, single resin narrow neck plastic containers, metal and glass containers, yard waste and leaves, lead acid batteries, whole tires, cathode ray tubes, white goods (appliances), metal, asphalt pavement, brick, concrete, wood (>5 cu. yd. loads).
- Fluorescent bulbs must be recycled.
- Stickers only issued to Bourne **residential** property owners and renters with proof of residence. Raw landowners, JBCC residents and MMA students do not qualify.

- Stickers will not be applied to Vehicles with:
 - Dump bodies or dump trailers
 - Trailers greater than 12 feet
 - Beds longer than 8 feet
 - Sidewalls higher than cab
 - Bodies larger than a standard passenger van
 - Dealer plates or rental cars
 - Business lettering (but sticker is kept at the guard shack for referral)
- Proof of residence or ownership required including:
 - Current driver's license **and**
 - Current vehicle registration
 - One of the following shall be required:
 - Current property tax bill
 - Current lease
 - Current deed with stamps
 - Other current substantive documentation
- Department personnel will apply and remove all stickers on vehicles.
- Hazardous wastes/products and business wastes are prohibited.
- No high-pressure cylinders.
- The Town may track and question excessive numbers of loads or ask for proof of a building permit.
- Builders who build houses on speculation must bring that waste over the scale and pay.

- The acceptance of C&D and bulky items is dependent upon the Town's ability to replace full containers and may be suspended periodically.
- Trailers are not to be used for commercial "dump runs."
- Areas other than the residential recycling center and department offices are off limits.
- All scrap metal and other recyclables are the property of the Town. Picking is prohibited.
- Site is under video surveillance.
- The Town recognizes that special circumstances may arise. In these situations, a temporary sticker or other arrangements may be made. Sticker holders must be present with the load unless otherwise approved. Please call or visit the ISWM office in advance.
- Marijuana/cannabis residuals, including plants, must go in the trash not the composting area.

Household Hazardous Waste (HHW)

Regional waste collection days are held each April - October, dates TBA. Look for a separate mailing, local ads or visit the ISWM website for more information and how to access collections all over the Cape.

Voted: Jared MacDonald moved and seconded by George Slade to Waiver the 2nd and 3rd reading of the 2021 Board of Selectmen Recycling Center Policy
Roll Call Vote: George Slade – Yes, James Potter – Yes, Peter Meier – Yes, Jared MacDonald – Yes, Judy Froman - Yes
 Vote: 5-0-0.

Voted: George Slade moved and seconded by Jared MacDonald to approve the 2021 Bourne Board of Selectmen Recycling Center Policy as presented.
Roll Call Vote: George Slade – Yes, James Potter – Yes, Peter Meier – Yes, Jared MacDonald – Yes, Judy Froman - Yes
 Vote: 5-0-0.

8.c. Town Meeting Logistics Update—discuss location, time, quorum, etc.

Tony Schiavi went over Town Meeting logistics.

Fall Town Meeting scheduled for November 16th.

Need to be decided:

Location – High School Auditorium doesn't work. Middle School Gymnasium is a big open area. Suggest to hold Town Meeting in the Middle School Gym. Town Clerk and Moderator agree. An alternate site with video for town staff and non-resident voters can be in the cafeteria, down the hall from the Gym.

Tony Schiavi questioned should we make it an essentials only Town Meeting, and maybe reducing a quorum. The moderator concurs with reducing the quorum.

Peter Meier questioned the private petition that were postponed from the last town meeting. Tony Schiavi said we are still in a state of emergency, those petitions don't affect government operation. There are only 16 articles on the warrant. The Board of Selectmen need to decide if we go more than one night for Town Meeting

Board of Selectmen members agreed to have Town Meeting at the Middle School Gym

Calendar

Tony Schiavi went over the calendar. BOS need to vote on Phase II Capital Budget.

Warrant closed on the 25th September

Look at draft Articles 10/6

Draft Motions Finalized 10/9

Proposed meeting 10/13

Approve, sign, issue, and post the warrant 10/20

Election on 11/3

BOS final meeting for changes to voter handbook 11/4

Publish Voter Handbook no later than 11/6

October 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6 BoS Meeting 1st Look-Draft Warrant Possible Vote on Article Inclusion	7	8	9 Draft Motions Finalized	10
11	12 Columbus Day	13 Proposed BoS Mtg Article review and voting	14	15	16	17
18	19	20 BoS Meeting 2d Look-Draft Warrant Possible Vote on Article Inclusion Vote to Post Warrant	21	22 No Later than Date to Close Warrant	23 Constable Posts the Warrant	24
25	26	27	28	29	30	31

Free calendar provided and created by handycalendars.com

November 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 NLT DATE TO POST WARRANT	3 Election Day	4 BoS Meeting Last Changes before publication of Voter Handbook	5	6 Public Voter Handbook	7
8	9	10	11 Veterans Day	12	13	14
15	16 Fall Special Town Meeting	17 BoS Meeting	18	19	20	21
22	23	24	25	26 Thanksgiving Day	27	28
29	30					

Free calendar provided and created by handycalendars.com

8.d. Review November 16, 2020 Draft Warrant and timeline

Tony Schiavi went over the articles. There are 16 Articles. 3 Citizens Petition (BOS Sponsor), Paying Unpaid Bills, putting money into OPEB, Sewer Commissioners - taking additional funds from Retained Earnings, 2 Conservation Commission Articles, 2 Capital Articles, Closeout Transfers, Community Preservation Article,

James Potter questioned do we need more than one article for sewer retained earnings – we have a couple projects that might be helpful to do now as articles. Tony Schiavi said nothing has been vetted through the Capital Plan, we are getting ready to go through the Capital planning process for FY22.

Citizens petition – could get pushed back again (3 – Article 6,7,8)

Conservation Articles could be taken off of this Town Meeting

Bylaw changes – putting off until May Town Meeting

BOS meeting next Tuesday to talk about the Articles

8.e FY 22 Budget and 2021 Annual Town Meeting Timeline

Part of the timeline is related to getting the Budget to the BOS to allow the Board additional time to talk to depts prior to submitting the Budget and the Capital Plan to the Finance Committee by the 1st of February.

Finished developing the budget instruction and the forms that will be issued to Dept heads at a meeting this Thursday. As part of that process we will introduce to them the top-level view of the strategic objectives that the BOS agreed to at the retreat. This is part of getting our GFOA Certification and Budget Process. The departments will develop their budgets between the 8th – 30th of October. Once that is completed Finance will input that budget data into the SoftWright System. That will happen the 1st week in November. November 9th -25th we will meet with Department heads to go through their budgets and any capital items they wish to have included.

- Prior year budget presentation is scheduled for the end of November (24th)
- After Thanksgiving I will start to finalizing the budget presentation and capital presentation, plan on giving on the 5th of January
- Built in an extra week to give the BOS 4 weeks with the budget
- January we will ask the Board to open Annual Special Town Meeting Warrants Those will close out the 3rd - 4th week in February
- Post the warrants around the end of March
- April – Finance Committee report included in Handbook; due around April 12, a week later the Voter Handbook due to go public
- Annual town meeting on May 3, 2021
- Will upload the calendars on the website

October 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8 Issue Budget Instructions and forms to Dept Heads	9 Dept Budget Development	10
11	12 Columbus Day	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30 Dept Budgets Due	31

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November 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Budget Date Input by Finance	3	4	5	6	7
8	9 Dept Budget Review with Finance/TA	10	11 Veterans Day	12	13	14
15	16 Fall Town Meeting	17	18	19	20	21
22	23	24 Prior Yr Financial Rev	25	26 Thanksgiving Day	27	28
29	30 TA Develops FY22 Budget and Capital Plan/Budget Presentation					

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December 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	30 TA Finalizes FY22 Budget and Capital Plan/Budget Presentation	1 Tax Classification Hearing	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25 Christmas Day	26
27	28	29	30	31		

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January 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 New Year's Day	2
3	4	5 Open 2021 Annual and Special Town Meeting Warrants FY22 Budget Pres.	6	7	8	9
10	11	12	13	14	15	16
17	18 MLK Jr. Day	19	20	21	22	23
24	25	26	27	28	29	30
31	1 BoS Send FY22 Op and Capital Budget to Fincom					

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8.f. DRAFT Liquor License Policy Discussion

Judy Froman said Jim Potter drafted/updated a liquor License Policy.

James Potter briefly went over the Liquor License Policy. Have Town Staff review the Policy. Would like to have it available by December for the renewal of liquor licenses.

Voted: Renee Gratis moved and seconded by Amanda Bongiovanni to adjourn the Finance Committee.

Roll Call Vote: Judy Flynn – Yes, Richard Lavoie - Yes, Michelle Ford - Yes, Amanda Bongiovanni - Yes, James Sullivan – Yes, George Smith, Renee Gratis - Yes, Mary Jane Mastrangelo – Yes.

Vote: 8-0-0.

8.g. Joint Base Cape Cod Firing Range update

Judy Froman said George Slade and Tony Schiavi attended the Joint Base Cape Cod Firing Range meeting.

George Slade said he toured the northern part of the base. This document was well thought out. It is meant for the Environmental Management Commission. Commented the machine gun noise should be addressed. There has to be enough advertising and notices to convey the information to the public.

Tony Schiavi said his suggestion was that they need to do active public outreach across all media. There is a public Zoom meeting on October 8th. We need to make sure we stay involved.

Judy Froman spoke about the bridges.

9) Town Administrators Update

- a. **Bridge Replacement Project Update**
- b. **Gardner Bridge Update**
- c. **COVID-19 Phase III, Step 2 update**

Tony Schiavi said regarding the bridge replacement, had an initial zoom conference call which included Judy Froman and Mass DOT Under Secretary, DOT Administrator, Army Corp of Engineers, Federal Highway. They receive the letter the Board sent to them explain why Bourne needs a higher level of engagement with the bridge projects. Will put

information related to the bridge replacement project on the website. It was a good initial discussion. They seem committed to having frequent updates with Bourne.

Judy Froman said we talked to them about engaging the public, the next update will be December or early January. The concerns we heard from people were regarding eminent domain. They may be flexibility regarding the style of bridges and the size of bridges.

9.b Gardner Bridge Update

Tony Schiavi gave an update. Signed a contract with TEC Associates to do the engineering work. Should get the scope of work, bidding documents by the beginning of November. Hope to get an RFP out before the end of November. Send an email updates to resident of Briarwood Lane.

Peter Meier said regarding the dialog with MassDOT and Army Corp, see if the Commonwealth of Mass will help pay for the replacement of the south side fire station because of the traffic impacts in that area of town during the construction process.

James Potter spoke about the administrative function that the town is carrying at no charge, regarding the Gardner Bridge project, it should reflect highly on our staff for all the work.

9.c. COVID-19 Phase III, Step 2 update

Tony Schiavi spoke about Phase III Step 2. Bourne is in Phase III Step 2. Certain communities, lower risk communities, can advance to Phase III Step II. Starting to open up indoor venues, 50% of capacity up to 250. Businesses that are able to progress to the next step, they have to look at their sector specific guidance. Allowing to eat at bars but still have to separate.

10) Correspondence

Judy Froman said we encourage people to send us communications. They should be mailed or emailed to the TA office/all Selectmen. If someone is interested in having the correspondence listed on the BOS agenda it needs to be in by the end of the business day on the Wednesday before. Correspondence should include name and contact information.

George Slade spoke about the talented people that have requested to be on committees.

Mr. Slade brought the Board and the public up to date on the correspondence.

- A. Letter from Jean F. Hills requesting to be appointed to the Council on Aging.
- B. Talent Bank Form from Maria Winter Mitchell requesting to be appointed to the Cultural Council and the Recycling Committee.
- C. Letter from Alice Zinkevich regarding a newspaper article on POT.

- D. Letter from Richard Conron regarding the proposed new machine gun range.
- E. August 6, 2020 minutes from the Upper Cape Cod Regional Technical School.
- F. Letter from various clergy members regarding the controversy surrounding the invocation given at town meeting.
- G. Letter of Resignation from Amy B. Kullar as Chair/Member Board of Appeals.
- H. Letter of Resignation from Kat Brennan as a Member of the Board of Appeals.
- I. Public Hearing Notice received from the Massachusetts Maritime Academy on their application for Floating Shellfish Upwellers.
- J. Email from Patty Duffy-Krauspe requesting appointment to Commission on Disabilities.

All correspondence are available on the [Town of Bourne website](#).

James Potter said on the talent bank form it does not have all the committees listed. We may want to review the list.

11) Adjourn

Voted Jared MacDonald moved and seconded by Peter Meier to adjourn. Meeting adjourned at 9:54 pm.

Roll Call Vote: James Potter – Yes, George Slade – Yes, Peter Meier – Yes, Jared MacDonald – Yes, Judy Froman - Yes
Vote 5-0-0.

Respectfully submitted – Carole Ellis, secretary.