

**Board of Selectmen  
Minutes of Tuesday, October 24, 2017  
Bourne Community Building  
Bourne, MA 02532**

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TOWN CLERK BOURNE

**Selectmen**

George Slade, Chairman  
Peter Meier, Vice-Chairman  
Judith Froman, Clerk  
Don Pickard  
Michael Blanton

Note this meeting is being televised and recorded. If anyone in the audience is recording or videotaping, they need to acknowledge such at this time – Michael Rausch Bourne Enterprise.

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

**Documents**

**Meeting Called to Order**

Chm. Slade called the meeting to order at 7:00 pm.

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

**Public Comment – Non-Agenda Items**

None requested.

**4) Approval of minutes: 9-26-17; 10-3-27; 10-16-17**

**Voted** Peter Meier moved and seconded by Don Pickard to approve the minutes of September 26, 2017. Michael Blanton abstained. Vote: 4-0-1

**Voted** Peter Meier moved and seconded by Michael Blanton to approve the minutes from October 3, 2017. Vote: 5-0

**Voted** Peter Meier moved and seconded by Michael Blanton to approve the minutes of October 16, 2017. Don Pickard abstained. Vote: 4-0-1

**5) Correspondence**

Judy Froman brought the committee up to date on the correspondence.

- A. Irving Salley submitted letter of resignation as a Shore & Harbor Representative to the Docks and Piers Committee

- B. Nancy Grissino submitted letter of resignation as an Associate member of the Council on Aging Board
- C. Board of Appeals Public Hearing Notice
  - 1. Appeal 2017-A20 - 10 Harbor Way
  - 2. Variance 2017-V21 - 0 Shaw Avenue
  - 3. Special Permit 2017-SP22 - 165 Jefferson Road, Bourne
- D. Notice of Waterways License Application # W17-5039 for Charles and Judith Andrews, 10 Nye Lane, Buzzards Bay. [Map on file in the Town Administrator's office]
- E. Selectmen's Task Force on Local Pollution and Phase II Stormwater Management Committee Oversight Group meeting agenda for October 16, 2017
- F. Board of Selectmen Pre-Town Meeting agenda for 10.25.2017
- G. Cape Light Compact monthly report for October 2017

Michael Blanton suggested to instruct the Town Administrator to send a thank you to Irving Salley and Nancy Grissino for their service.

#### **6) License and Appointments**

- a. **Tuk Tuk Thai Food Common Victualer License [food]**
- b. **Recommendation for appointment to be the Town Administrator's Private Pier Review Working Group from Shore & Harbor Committee and a member of the Board of Selectmen**

Peter Meier went over the License. PWB Enterprise, Inc. Peter Blake, Mgr. d/b/a Tuk Tuk Thai Food Restaurant located at 254 Shore Road, Bourne, MA. He is asking for a Common Victualer food license. This was formerly Hollyberry's. The conditions are: Board of Health needs pre-inspection before opening. Building Inspector needs occupancy permit (\$50) and certificate of inspection (\$40). Fire Department needs full inspection for compliance certificate.

Peter Blake spoke briefly about the restaurant.

**Voted** Peter Meier moved and seconded by Michael Blanton to approve the route slip subject to the conditions on the route slip. Vote 5-0.

- b. George Slade read the Committee Membership for the Town Administrator's Pier Review Working Group Membership Charge.

**Town Administrator's Private Pier Review Working Group  
Membership and Charge**

**COMMITTEE MEMBERSHIP**

The Town Administrator's Private Pier Working Group shall be composed of 5 members, who possess knowledge, experience or interest in environmental concerns, coastal construction, real estate, etc. Included in the Committee membership shall be one member of the Board of Selectmen, one member of the Shore and Harbor Committee, one member of the Conservation Commission, and two members appointed at-large by the Town Administrator. The Town Administrator, Director of Natural Resources and the Conservation Agent shall provide technical and administrative support. They shall attend meetings of the Committee as required and requested by the full committee.

**Committee Charge**

The Committee shall assist the Town Administrator on the investigation, research and consideration of siting and construction and by-law/regulatory review of current private pier by-laws and regulations which currently govern the installation and maintenance of privately owned piers in Bourne. The Committee's work shall include, but not be limited to the following:

1. Assist with the investigation, research, evaluation and feasibility of allowing construction of residential piers;
2. Assist with the preparation of an analysis the current regulatory environment and the rationale for the current regulations. The committee will review other coastal community's regulations to ascertain if changes in Bourne are warranted and can adequately protect the marine environment.

The Committee update the Town Administrator on a regular basis and to the Board of Selectmen as an as needed basis. The Committee shall complete the charge as described above on or before January 31 of 2017 and shall make a formal written report of findings to the Town Administrator.

Don Pickard said he attended the first meeting and would be willing to sit in on that group and do the work that is required. If the Board forwards my name to the Administrator I could get a certificate of appointment from the Town Clerk tomorrow and attend the meeting.

**Voted** Peter Meier moved and seconded by Judy Froman to nominate Don Pickard as the representative to the Town Administrators Private Pier Working Group. Michael Blanton abstained. Vote: 4-0-1.

George Slade questioned if they are going to add the word Docks to the group name, Pier and Docks review.

**7) Selectmen's Business -**

**a. Naming Town Owned Property and Placement of Memorial Objects Policy - next step**

***Naming Town Owned Property and Placement of Memorial Objects***

The Bourne Board of Selectmen shall be responsible for the naming of town owned properties when it is requested that the proposed property, for historical, cultural,

geographical, memorialization or other such purpose, should be recognized with a formal name or title, except for school property, which, by law, is solely under the control of the School Committee. All proposals to name or rename a public facility shall be in writing and sent to or referred to the Town Administrator with a copy to the Board of Selectmen.

For property under the care, custody and control of the Conservation Commission or Trustees of the Veterans Memorials approval of the naming request shall be determined in a joint meeting of Board of Selectmen and the respective Commission or Board. For purposes of this policy, property shall include land or structures acquired by the Town through purchase, gift or other such means.

Are there any other entities besides the above mentioned that have care, custody and control.....?

### **Policy**

1. The Board of Selectmen is responsible for the naming (or renaming) of any facilities located on parcels of land under the jurisdiction of the Board of Selectmen. A facility is defined as a building, portion of a building, driveway, intersection, walkway, or other parcel or portion of the parcel of land and places or natural features contained therein. Once a facility has been named, renaming will be approved only in extraordinary circumstances.
2. The Board of Selectmen shall implement and maintain a process for evaluating naming proposals. This evaluation process shall reflect the values of the community. This policy is meant to serve as a guide to those persons seeking to name a public property or placement of a memorial object. Nothing herein shall be construed so as to limit the Board's authority to use its discretion based on the facts and circumstances surrounding a particular issue. This Policy may be amended or rescinded by the Board of Selectmen by majority vote.
3. In the case of a written proposal by an applicant for memorialization of a Veteran, the Board of Selectmen shall forward a copy of the request to the Trustees of Veterans Memorials for consideration of memorializing a square or other town owned property in the name of the Veteran. The Applicant will provide all necessary documentation as requested by the Trustees of Veterans Memorials. Within 60 days of receiving documentation that is satisfactory to the Trustees, the Trustees shall make a recommendation to the Board of Selectmen as to the naming of a Memorial Square or other town property in honor of the Veteran.

### **Process For Naming Facilities (Structures and Spaces)**

1. A written request to name a public property (structure or space) must be submitted to the Board of Selectmen signed by a minimum of \_\_\_\_\_ registered voters. This written request must clearly explain the rationale and/or compelling reasons for naming said public property.

2. Within \_\_\_\_\_ days of receipt of the public property naming request by the Board of Selectmen, the Town Clerk shall certify the signatures as voters registered in the Town of Bourne.

3. Following certification by the Town Clerk, the Board of Selectmen shall schedule a public hearing to discuss the public property naming request and shall publish a public hearing notice in a paper of local circulation at least \_\_\_\_ days prior to the hearing. The proponents of the public property naming request are strongly encouraged to publish information supporting the request in the local paper prior to the hearing date. Further, the Board may solicit the advice of the surrounding property owners, residents, affected parties, other Town officials, groups or individuals that the Board of Selectmen believes may contribute meaningful input.

### **Specific Criteria For Naming Structures and Spaces**

Before making a recommendation on a proposal for the naming or renaming of a public facility, the Board of Selectmen will take into consideration the following naming criteria:

- A. A person/organization of excellent reputation and character who/which has set an example of outstanding citizenship and/or has made an exemplary contribution of time, service or resources to or on behalf of the community.
- B. A national noteworthy public figure or official.
- C. An event of historical or cultural significance.
- D. A significant donation or bequest, establishment of a trust or other similar action.

Upon Board of Selectmen approval, the cost of any signage or memorial shall be borne by the petitioner or some other entity named by the petitioner and the appearance of said signage or memorial shall be approved, in writing, in advance by the Board of Selectmen upon the advice of appropriate boards, committees or departments, where appropriate.

Perhaps a reminder that approval should take place before incurring significant costs

Ensure that the facility has not been previously named.

### **Process For Placement of Memorial Objects**

The Board of Selectmen is responsible for approval of the placement of Memorial Objects, artwork, signs or other fixtures on parcels of land under the jurisdiction of the Board of Selectmen. Examples include, but are not limited to, plaques, memorial or ornamental signs, sculptures, banner, benches, trees or other plantings, fountains, detached structures, and walls. The request will be forwarded to the Town Administrator for consideration by the Board of Selectmen. A public hearing will not be required for the Placement of Memorial Objects. The location of the placement of such Memorial Objects will be considered by the Board of Selectmen in consultation with the Town Administrator, Director of Public Works and the Director of the Department of Natural

Resources, as applicable. The Board of Selectmen will consider the request for the Placement of Memorial Objects at a regularly scheduled and posted Board of Selectmen's meeting.

There should be a determination if the memorial object(s) are to be permanent or temporary in nature.

There should be a determination if there will be maintenance required and who will bear the responsibility and costs

Process - There should be a registry of such named facilities maintained by the town and used as a clearing house.

Peter Meier spoke about the Policy. If there have been no comments sent to the Town Administrator I think we should consider voting the Policy. We have to go to third reading or we can vote to waive the reading and to approve this and adapt the policy. Mr. Meier suggested that the wording "approval should take place before incurring significant costs" should be a requirement. He suggested there should be a spreadsheet with all the memorial objects and information so it can be checked to see if an object has been named. Also for "There should be a determination if the memorial object(s) are to be permanent or temporary in nature"; If anyone is going to go through this effort it will probably be a permanent structure. Mr. Meier suggested adding for temporary structures - any naming of a structure that is temporary should be down within 90 days.

Don Pickard spoke about the permanent or temporary memorials for accident victims.

Judy Froman spoke about the Selectmen not being involved in the naming of buildings.

Don Pickard suggested if other members want to make changes to this then a subcommittee should make the changes then bring it back for third reading.

Michael Blanton said there are some changes that he thinks should be made. Agrees to form a subcommittee to look into this further. Mr. Blanton volunteered to work on that subcommittee. Judy Froman will also serve on that subcommittee. They will have the edits back to the full Board by November 14th.

Peter Meier suggested under Policy number one it should read that it is the Selectmen's recommendation for the Town Meeting Body.

**Voted** Peter Meier moved and seconded by Don Pickard to continue this to November 14<sup>th</sup> and to hear back from the subcommittee of Michael Blanton and Judith Froman on the suggested changes. Vote: 5-0

## 8) Selectmen's Reports

Peter Meier spoke about Trunk or Treat, the date was change to Friday from 5:30 p.m. - 7:30 p.m. Pocasset Village Association has requested to be added on the agenda for the meeting on November 14<sup>th</sup> to come before the Board to talk about the concerns of the post restoration for Barlow's Landing Beach.

Judy Froman spoke about attending the Finance Committee meetings in preparation for the Special Town Meeting. Putting together an initial conversation with Mass Maritime and the local stake-holders for the Scallop Festival 2018. There is publication about the SWOT (Strengths, Weakness, Opportunities, Threats) analysis that is connected with the community wide economic development vision and strategy. On Thursday November 16<sup>th</sup> there is a morning session at the Bourne Community Building from 9:00 a.m.-12:00 p.m. and an evening session at the Bourne High School Library from 6:00 p.m. -9:00 p.m. The flyers are available online at <https://www.townofbourne.com/home/news/bourne-community-swot-workshop-flyer>

Michael Blanton spoke about the town receiving the \$1.5 million dollar grant to underwrite the cost of the proposed sewerage treatment facility at Queen Sewell Park. Also hoping for success with the Federal Economic Development Grant for another \$2.6 million, which would bring the cost from a \$6.5 million project down to a \$2.4 million dollar project. Mr. Blanton also spoke about the TV segment from Bourne Cable TV last Friday on the Wastewater facility.

George Slade spoke about attending Planning Board meetings, Capital Outlay meetings, and Finance Committee meetings. Boston Architectural College is doing a study; a follow-up to the Cape Cod Commissions feasibility study regarding the rail trail. An update is planned for this Friday in Boston. Mr. Slade said he attended a live support group meeting, at the Community Building, discussing what is going on and not going on with Legislation.

Mr. Slade said for future agenda items - it is worth to review lead times for agenda items.

The next Bourne Selectmen meeting will be on Tuesday, November 14<sup>th</sup> at 7:00 P.M.

## 9) Adjourn

**Voted** Peter Meier moved and seconded by Michael Blanton to adjourn. Meeting adjourned at 7:53 pm. Vote 5-0.

Respectfully submitted - Carole Ellis, secretary.