

**Board of Selectmen
Minutes of Tuesday, August 22, 2017
Bourne Community Building
Bourne, MA 02532**

.....

TA Tom Guerino

Selectmen

George Slade, Chairman

Peter Meier, Vice-Chairman

Judith Froman, Clerk

Don Pickard

Michael Blanton - Was excused

2017 SEP 19 AM 10:13
TOWN CLERK BOURNE

RECEIVED

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 8:12 pm.

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

Public Comment – Non-Agenda Items

None requested.

4) Minutes Regular: 3-20-17; 5-1-17; 7-18-17; 8-1-17; 8-2-17; Executive: 2-14-17; 2-28-17

Board to report on Executive Minutes of: 5-23-17; 5-15-17; 4-25-17; 4-11-17; 3-28-17; 2-14-17; 11-29-16; 11-22-16

Voted Peter Meier moved and seconded by Don Pickard to approve the minutes from March 20, 2017 as presented. Vote 3-0-1. Judy Froman abstained.

Voted Peter Meier moved and seconded by Don Pickard to approve the minutes from May 1, 2017 as submitted. Vote 3-0-1. Judy Froman abstained.

Voted Peter Meier moved and seconded by Don Pickard to approve the minutes from our goals session on July 18, 2017. Vote 4-0.

Voted Peter Meier moved and seconded by Don Pickard to approve the minutes from August 1, 2017 as presented. Vote 4-0.

Voted Peter Meier moved and seconded by Don Pickard to approve the regular session minutes from Aug 2, 2017 as submitted. Vote 3-0-1. Judy Froman abstained.

Executive Session Minutes

Voted Peter Meier moved and seconded by Don Pickard to approve the minutes from Feb 14, 2017, to unencumber and to refer to the Records Access Office. Vote 3-0-1 Judy Froman abstained.

Voted Peter Meier moved and seconded by Don Pickard to approve, unencumber, and send to the RAO the minutes from February 28, 2017. Vote 3-0-1 Judy Froman Abstained.

Board to Report out on Executive Minutes

George Slade reported the votes for the executive session minutes.

Minutes for November 29, 2016 by a vote of 4-0-1 we voted to unencumber and refer to the Records Access Office.

Minutes for February 14, 2017 by a vote of 5-0-0 we voted to approve, to unencumber, and refer to the RAO.

Minutes for March 28, 2017 by a vote of 4-0-1 we voted to unencumber and refer to the Records Access Office.

Minutes for April 4, 2017 have been approved and referred to the RAO.

Minutes for April 11, 2017 by a vote of 3-0-2, Mr. Pickard and Mrs. Froman abstained we voted to encumber and to deliver to the Town Clerk in a sealed envelop.

Minutes from April 25, 2017 we had a vote 4-0-1 to remain encumbered and to deliver to the Town Clerks Office in a sealed envelope.

Minutes from May 9, 2017 was dealt with two weeks ago, it was referred to the RAO.

Minutes from May 15, 2017 there was a vote of 4-0-1 to unencumber and refer to the RAO.

Minutes from May 23, 2017 by a vote of 5-0-0 to unencumber and refer to the RAO.

There was a vote to waive attorney client privilege and there was a motion made not to waive attorney client privilege, by Mr. Blanton, seconded by Mr. Meier vote was 4-0-1- not to waive attorney client privilege. The abstention was by Don Pickard.

The minutes from November 22, 2016 will be deferred to the next meeting

The minutes from May 21, 2017 by a vote of 4-0-1 to unencumber and refer to the RAO.

5) Correspondence

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

- A. Notice from Coppola and Coppola re: 21 Savery Avenue, Sagamore
- B. Letter from Richard Buguey that he is against Pot Shops
- C. Division of Marine Fisheries: Open to Shellfishing - South Falmouth Coastal
- D. Cataumet School, 1200 County Road, Cataumet has been nominated for the National Register
- E. Received letter from Wellfleet expressing concern on the elimination of the Paramedics Certification Program at Cape Cod Community College
- F. Copy of the Cape Cod Commission - The Reporter - Town Edition - August 2017
- G. POOCA Cape Cod will be holding a meeting on Wednesday, August 23rd at 10:30 A.M. in the Brewster Town Hall to convene a strategy meeting

Tom Guerino said regarding letter D he will be preparing a letter of support and send it off. On letter G if a member of the Board has interest in this and wants to attend it would be a good meeting to attend.

6) 10 Cedar Point Drive, Pocasset

Board to discuss and take action on request from Agnes Norton to vacate a determination of final judgment from the Massachusetts Land Court regarding a property located at 10 Cedar Point Drive, Pocasset

John Norton, Agnes's son, representing Agnes, said he is here to ask the Board to allow Agnes to reclaim the property. According to the letter Agnes will pay all taxes, fees, and interest by September 1, 2017.

George Slade said a bank check in the amount of \$13,047.64 is requested the Board vacate the decree in the case of Agnes Norton. The itemized list totals the same amount. The date certain is by September 1, 2017.

Voted Don Pickard moved and seconded by Peter Meier the Board of Selectmen allow the land owner to redeem the property at 10 Cedar Point Drive, Map 47.2, Parcel 17 on or before September 1, 2017 by presenting a bank check to the Town Treasure Collector in the amount of \$13,047.64.

Roll Call: Mr. Pickard - Yes; Mr. Meier - Yes; Mrs. Froman - Yes; Mr. Slade - Yes Vote 4-0

7) Charles Noyes - Emergency Management Director

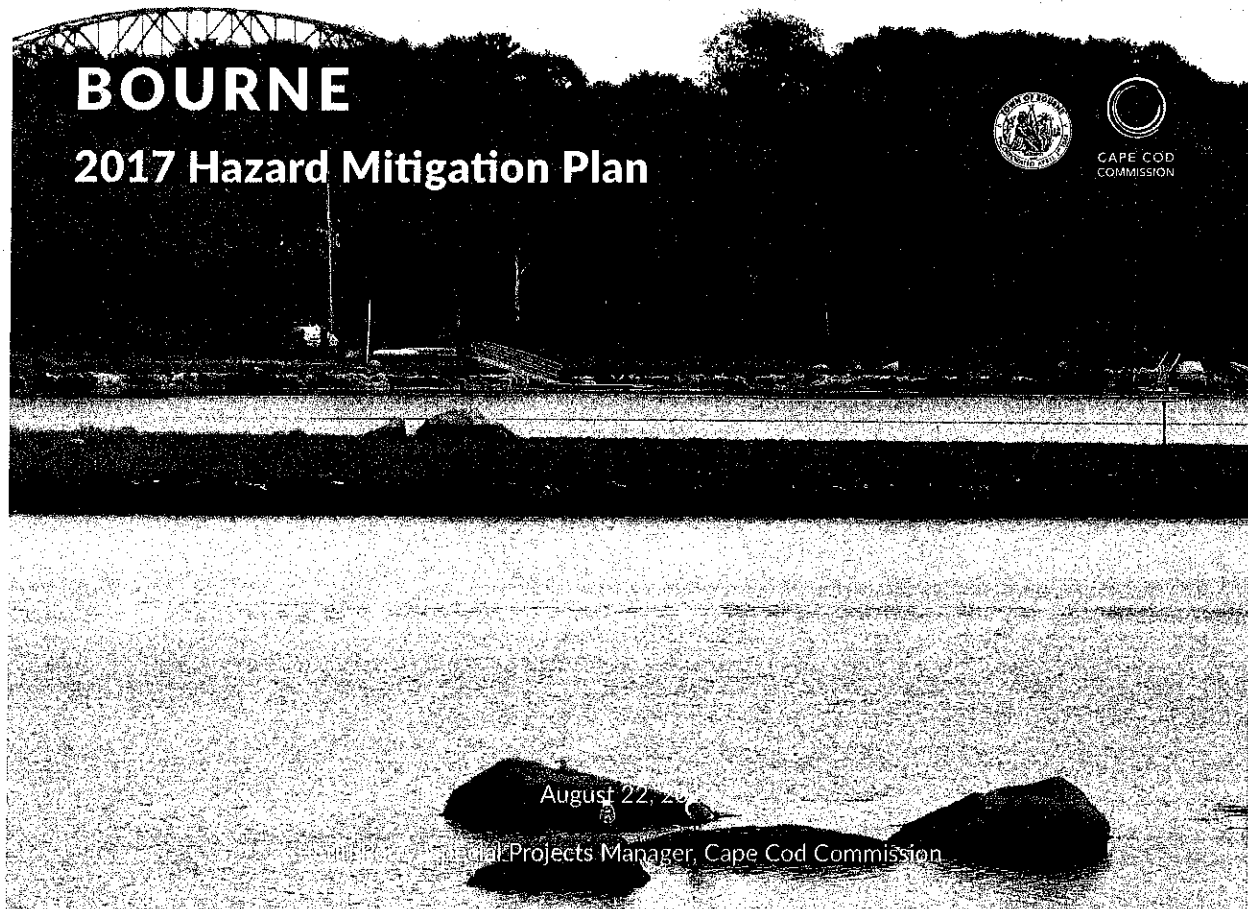
a. Bourne Hazard Mitigation Plan update

b. Bourne Alerts Community notification system

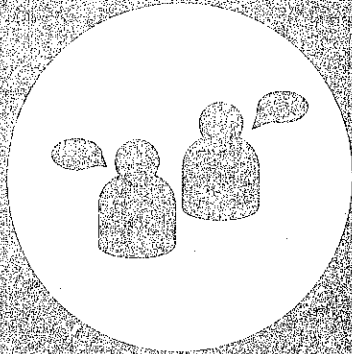
Charles Noyes briefly spoke about the Bourne Hazard Mitigation Plan update and introduced Mrs. Erin Perry, member of the special Projects Manager, Cape Cod Commission. We are asking for your approval to accept the plan so we can forward it to the

Mass Emergency Management Agency. They will make edits to it and send it back to the town and the town will take care of those edits and the final document will be ready to show to the Selectmen.

Mrs. Erin Perry went over the Hazard Mitigation Plan; Chapter 1 - the Planning Process; Chapter 2 - Natural Hazards; Chapter 3 - Asset Inventory; Chapter 4- Vulnerability Analysis; Chapter 5 - Mitigation Strategy; Mitigation Actions; Chapter 6 - Plan Evaluation and Maintenance; Chapter 7 - Plan Adoption process.



Planning Process



- Planning Team
- Public Outreach
- Stakeholder Outreach

Natural Hazards



Coastal Erosion



Landslide



Drought



Dam/Culvert Failure



Nor'easters



Tsunami



Earthquake



High Winds



Sea Level Rise



Fire (Urban & Wild)



Thunderstorms



Severe Winter Weather



Flood



Extreme Temperatures



Tornadoes



Hurricane/Tropical Storms

CHAPTER 2

Natural Hazards



Coastal Erosion
HIGHLY LIKELY



Landslide
UNLIKELY



Drought
POSSIBLE



Dam/Culvert Failure
POSSIBLE



Nor'easters
HIGHLY LIKELY



Tsunami
UNLIKELY



Earthquake
POSSIBLE



High Winds
HIGHLY LIKELY



Sea Level Rise
HIGHLY LIKELY



Fire (Urban & Wild)
LIKELY



Thunderstorms
LIKELY



Severe Winter Weather
HIGHLY LIKELY



Flood
HIGHLY LIKELY



Extreme Temperatures
POSSIBLE



Tornadoes
UNLIKELY



Hurricane/Tropical Storms
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Fire (Urban & Wild)
LIKELY



Thunderstorms
LIKELY



Severe Winter Weather
HIGHLY LIKELY



Flood
HIGHLY LIKELY



Extreme Temperatures
POSSIBLE



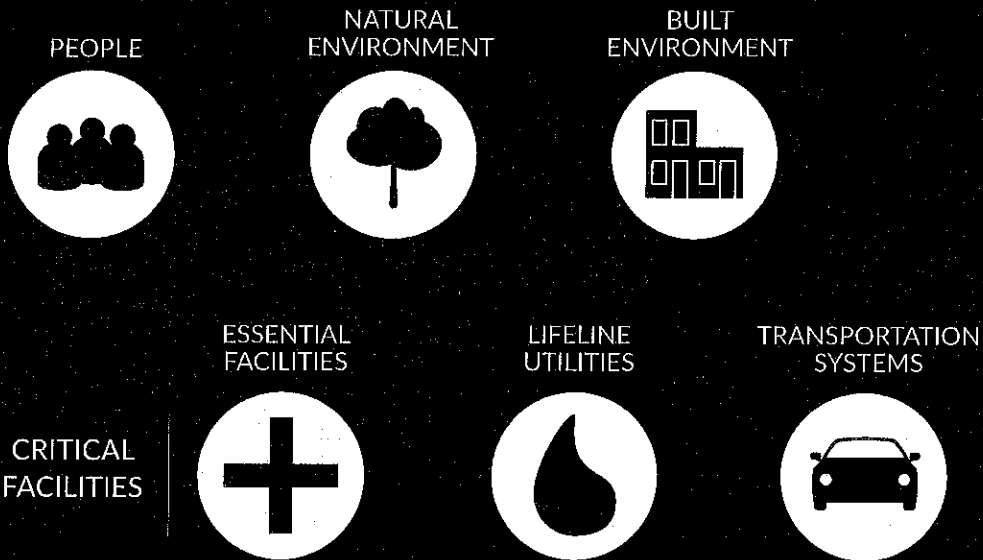
Tornadoes
UNLIKELY



Hurricane/Tropical Storms
HIGHLY LIKELY

CHAPTER 2

Asset Inventory



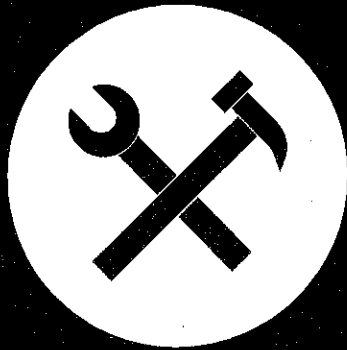
CHAPTER 3

Vulnerability Analysis



CHAPTER 4

Mitigation Strategy



- Mitigation Goals
- Previous Mitigation Actions
- New Mitigation Actions
- Participation in NFIP

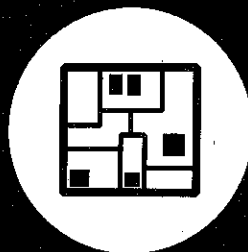
CHAPTER 5

Mitigation Actions

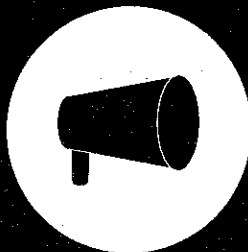
MITIGATION



PLANNING



OUTREACH

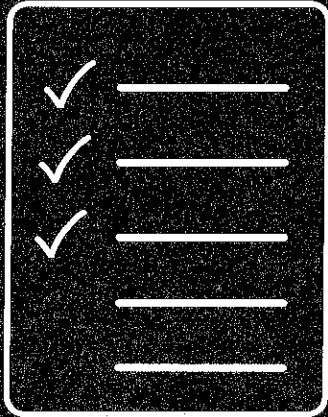


PREPAREDNESS



CHAPTER 5

Plan Evaluation and Maintenance



- Annual evaluation
- 5-year period

CHAPTER 6

Plan Adoption



- Submit to MEMA/FEMA for review
- Town/CCC make required revisions
- Submit to MEMA/FEMA for final review
- Town adopts Plan
- Submit to MEMA/FEMA for final approval

CHAPTER 7



Mrs. Erin Perry said we are looking for your approval to submit this draft plan to MEMA and FEMA for their review. They will in turn reply to the town and the Commission with suggested revisions. Once we make those revisions we will submit it back to MEMA and FEMA for their final review. Then they will issue to the town an approval pending adoption. Once that approval is issued we will bring that back to the Board along with an adoption certificate. That adoption certificate will need to be signed formally adopted by the Board and then we will resubmit that to MEMA and FEMA for final approval. Shortly after you should get your final approval on the Hazard Mitigation Plan.

Voted Don Pickard moved and seconded by Peter Meier to endorse the Bourne Hazard Mitigation Plan as presented by the Emergency Management Office of the Town of Bourne as well as the Cape Cod Commission and send it off to the appropriate state and federal agencies for review and approval. Vote 4-0.

7b. Charles Noyes went over the new notification system know as Bourne Alerts. Bourne Alerts keeps residents and travelers informed on potentially hazardous situations involving weather, traffic, and other emergencies. We have moved from the Cod Red to the Bourne Alerts system.

What is BourneAlerts ?

The Public Safety Agencies of The Town of Bourne are using RAVE, a high-speed mass notification system powered by Smart911 to keep you safe in the event of an emergency. The system allows us to deliver emergency messages to you via phone call to your landline or mobile device and through text and email. Residents may also sign up to receive notices from the Bourne Department of Public Works concerning roadway issues.



PARTICIPATING BOURNE AGENCIES:

BOURNE POLICE
BOURNE FIRE/RESCUE
BOURNE BOARD OF HEALTH
DEPARTMENT OF NATURAL RESOURCES
BOURNE HIGHWAY
BOURNE SCHOOL DEPARTMENT
BOURNE EMERGENCY MANAGEMENT

For more information,
 call 508-759-0600 Ext. 1336 or
 email emergency@townofbourne.com

BourneAlerts

Keeping our
 citizens informed



Bourne Emergency Management
 24 Perry Avenue
 Buzzards Bay, Ma 02532

Sign-up for BourneAlerts

BourneAlerts allows residents and travelers to Bourne to sign up for free at <https://www.smart911.com/smart911/rf/reg.action?pa=townofBourne> to receive timely and actionable emergency alerts via email, text or voice message on their cell phones. They can also identify when and how they are alerted and communicated with before, during, and after emergencies.

Residents who sign up will receive notifications that will improve safety in our city and help inform them of potentially lifesaving actions they may need to take in an emergency. The information sent out by BourneAlerts allows both residents and first responders to be better informed in an emergency situation.

When authorities have information about a situation, such as storm or emergency we can help our residents to be better prepared by sending out vital information instantly through these notifications. We encourage all members of our community and their families' sign up for BourneAlerts in order to be prepared should an emergency occur.

Examples of BourneAlerts Messages

BourneAlerts will be used for emergency situations and to keep you informed of important notifications. These are just a few examples of why we may use BourneAlerts:



SEVERE WEATHER



CRIMINAL ACTIVITY



ROAD CLOSURES



FIRES



EVACUATIONS



MISSING PERSON CASES

BourneAlerts Quick Information

- BourneAlerts is the official emergency alert and notification system for the Town of Bourne.
- Residents may sign up to receive notifications via text message, email, and voice messages and on social media (Facebook and Twitter).
- Residents control the amount of information provided to BourneAlerts via the Smart911 website.
- Once signed up, residents may update or change information in the Smart911 BourneAlerts system by logging in user their username and password.
- The information you provide enables Bourne Public safety officials to deliver messages to the appropriate residents.

 **Sign Up for Alerts**

Vicky Carr, Monument Beach, Disability Commission, wondered how you went about reaching the special needs people in town who would forget to let you know they want to be notified. Charles Noyes said a relative, guardian, or friend could sign them up on their behalf.

8) Selectmen's Business -

- a. Squeteague Harbor Bath House Steps - Report from Conservation Agent, Sam Haines**

Tom Guerino said this will be deferred to another meeting

9) Licenses/Appointments:

- a. Annual Watershed Ride 10-1-17 Town Roads**
- b. Hot Rod for Heroes - Request road closures**
- c. Election workers**
- d. Bourne Cultural Council - [10 vacancies]**
 - 1) Marian Fitzpatrik**
 - 2) Christine Shock**
 - 3) Brennan Keesling**
 - 4) Melissa Healy**
 - 5) Elizabeth Dussan**
 - 6) Sharon "Sherry" Tucker Brown**
- e. Conservation Commission - Assoc. Member - [1 vacancy]**
 - 1) Frances Speers**
 - 2) Gregory A. Breman**
- f. Commission on disabilities - [2 vacancies]**
 - 1) Patricia Ruggles**
 - 2) Linda White**
- g. Council on Aging - [2 vacancies]**
 - 1) Sharon "Sherry" Tucker-Brown**
- h. Education/Scholarship - [1 vacancy]**
 - 1) Marian Fitzpatrick**
- i. Recycling Committee - [2 vacancies]**
 - 1) Kathleen Regan**

Peter Meier went over the Annual Water Shed Ride. Buzzards Bay Coalition for Buzzards Bay, Cycling event from Westport to Woods Hole on October 1, 2017. They will pass through the Town of Bourne between 12 noon and 2:00 p.m., approximately 200 riders. Department of Public Works stated to remove all signage after the event.

Voted Peter Meier moved and seconded by Don Pickard to approve.

Judy Froman said it is apparent there is a lot of traffic on the side roads especially on weekends. Moving forward we need to take that into consideration when we are looking at approving the multitude of bike rides that go through the town and tax our system. Would

like to have more of a discussion on a policy that has to do with different type of bike trips through town specifically on weekends during peak season. Tom Guerino said he would place that on a future agenda item.

Vote 4-0.

Peter Meier went over the request from the Fraternal Order of Eagles Aerie for their 8th annual Hot Rods for Heroes Car Show. Request is for September 17, 2017 from 8:00 a.m. to 2:00 p.m. The proceeds will benefit the Walking Warriors. They are asking to block or close St. Margaret's Street to Cohasset Ave. On the routing slip the Board of Health is asking if applicable, any temporary or mobile food vendors need to apply for food permit. Department of Public Works stated to please remove all trash from the roadway following the event.

Voted Peter Meier moved and seconded by Don Pickard to approve the application as submitted.

Judy Froman questioned what happens if an organization doesn't clean up after an event. Tom Guerino said it would be brought forward for the next year, and that would be a consideration that the Board would have to take.

Vote 4-0.

c. Election Worker/Checker

Voted Peter Meier moved and seconded by Don Pickard to appoint the election workers /checkers that are listed on pages 1 of 5, 2 of 5, and 3 of 5, as provided by the Town Clerk. Vote: 4-0.

Voted Peter Meier moved and seconded by Don Pickard to appoint the election workers /checker/clerk that are listed on page 4 of 5 as provided by the Town Clerk. Vote: 4-0.

Voted Peter Meier moved and seconded by Don Pickard to appoint the election workers /checker/clerk/warden that are listed on page 4 of 5, as provided by the Town Clerk. Vote: 4-0.

Voted Peter Meier moved and seconded by Don Pickard to appoint the election workers /clerk listed on page 4 of 5 and page 5 of 5 as provided by the Town Clerk. Vote: 4-0.

Voted Peter Meier moved and seconded by Don Pickard to appoint the election workers /clerk/warden that are listed on page 5 of 5, as provided by the Town Clerk. Vote 4-0.

Voted Peter Meier moved and seconded by Don Pickard to appoint the election worker /warden that are listed on page 4 of 5, as provided by the Town Clerk. Vote 4-0.

Voted Peter Meier moved and seconded by Don Pickard to approve the applicants of Marian Fitzpatrick, Christine Shock, Brennan Keesling, Melissa Healy, Elizabeth Dussan, and Sherry Tucker Brown to the Bourne Cultural Council, term to expire June 30, 2020. Vote 4-0.

Voted Peter Meier moved to approve Francis Speers and Gregory Berman as associate members to the Conservation Commission, term to expire June 30, 2018. Peter Meier withdrew his motion.

Gregory Berman introduced himself.

Voted Peter Meier moved and seconded by Don Pickard to approve Gregory Berman as an associate members to the Conservation Commission, term to expire June 30, 2018. Vote 4-0.

Voted Peter Meier moved and seconded by Don Pickard to approve Patricia Ruggles and Linda White for the Commission on Disabilities, term to expire June 30, 2020. Vote 4-0.

Voted Peter Meier moved and seconded by Don Pickard to approve Sharon Sherry Tucker Brown for the Council on Aging, term to expire June 30, 2020. Vote 4-0.

Voted Peter Meier moved and seconded by Don Pickard to approve Marion Fitzpatrick to the Education Scholarship Committee, term to expire June 30, 2018. Vote 4-0.

Kathleen Regan introduced herself

Voted Peter Meier moved and seconded by Don Pickard to approve Kathleen Regan for a three-year term to the Recycling Study committee, term to expire June 30, 2020. Vote 4-0.

10) Selectmen's Business -

a. 1st reading of the "Naming Town Owned Property and Placement of Memorial Objects" Policy

Peter Meier went over the first reading of the Naming Town Owned Property and Placement of Memorial Objects. Tom Guerino said Nancy Sundman is also looking at this and since it is being submitted as the first reading tonight it will go out to all the boards and committees.

Judy Froman questioned why would we want to get involved in naming building?

Don Pickard said this was brought up because we occasional get requests to name things placed on town owned land. It is good to have a policy because then we have something specific in writing.

Judy Froman questioned is there any room in this to consider design review. Peter Meier said department heads will give us their recommendations on design review, but we have the ultimate authority.


Don Pickard said we went into the naming of town owned land, town owned building and the placement of memorial items. Which has a significant threshold to meet, someone who has made a significant contribution to the community.

Voted Don Pickard moved and seconded by Peter Meier to move this on to second reading. Vote 4-0.

11) Town Administrator's Report

Tom Guerino briefly gave an update on the system status and outlook of the Cape Cod Regional Transit Authority. Mr. Guerino stated we can discuss it at the next meeting.

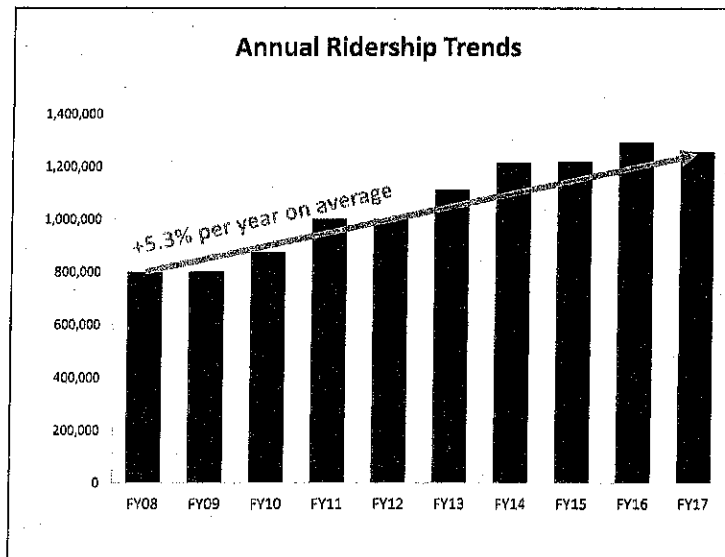
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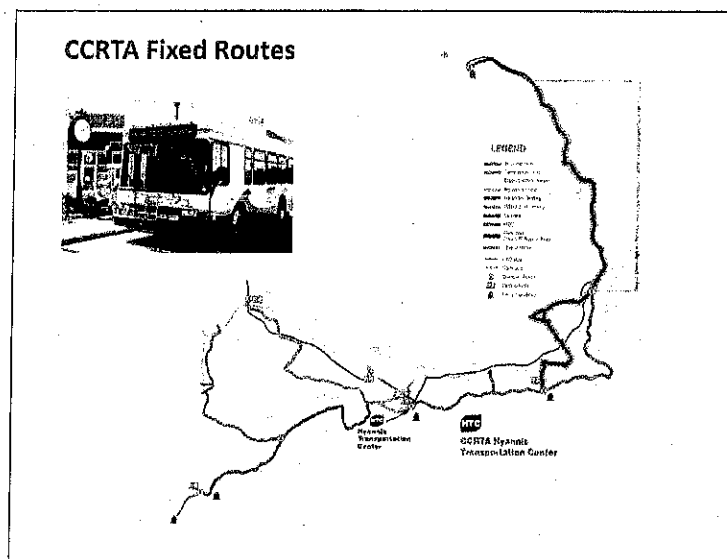
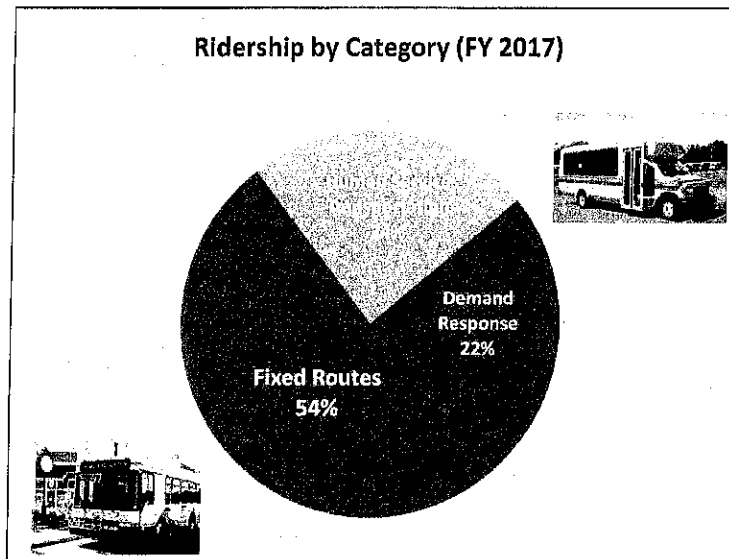
Cape Cod Regional Transit Authority

System Status and Outlook For FY2018

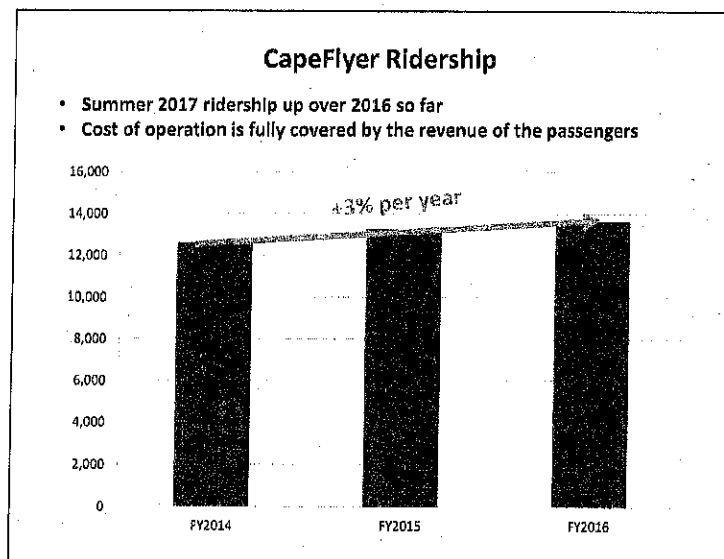
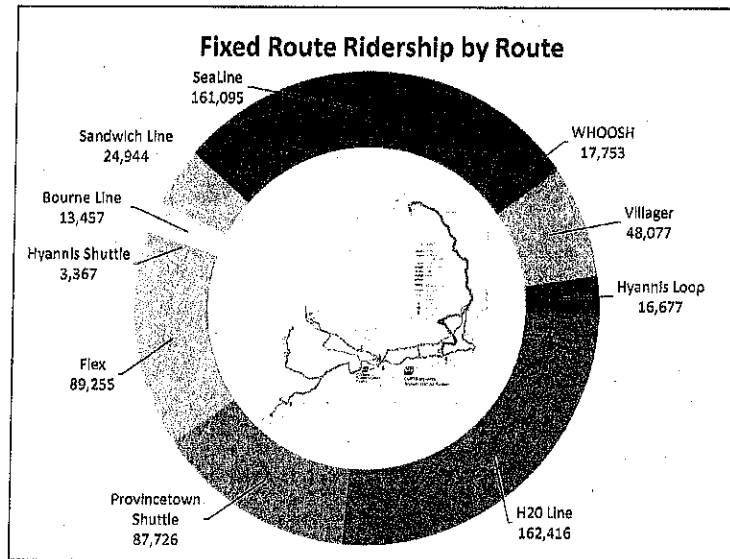
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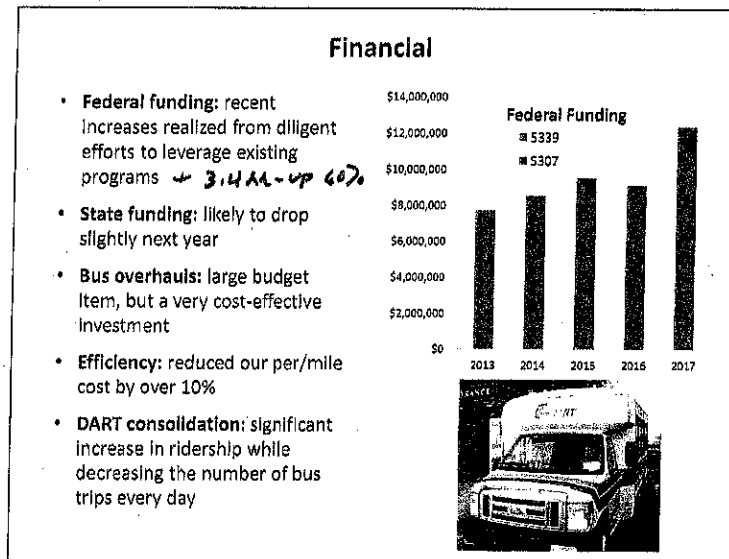
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**Cape Cod Regional
Transit Authority**

NEW Senior Transportation Initiatives

*"A Strategic Collaboration Between the
CCRTA & COAs Benefitting Seniors"*

INCREASED TRANSPORTATION SUPPORTS FOR SENIORS

- ✓ SENIOR "FREE FARE WEDNESDAYS" THROUGH DECEMBER 31ST
- ✓ \$40,000 In New COA Funding To Increase Transportation for Seniors
- ✓ Senior Friendly Accessible Vans Provided to COAs @ No Cost
- ✓ Additional Loaner Vehicles Provided to COAs For Added Senior Needs

IMPROVED SENIOR TRAVEL SAFETY

- ✓ Travel Training Geared Towards Unique Senior Transportation Needs
- ✓ No-Cost COA Driver Safety and Senior Transportation Support Classes

BETTER COMMUNICATION AND COLLABORATION

- ✓ CapeCODRTA.org: Direct Access to Senior Transportation Information
- ✓ Ongoing Efforts To Continually Improve Senior Transportation Options

8/21/2017

Hyannis Transportation Center (HTC) Initiatives

- **Bus Bay Expansion:** expansion from ten bus bays to eighteen, new solar canopy and additional handicap spaces
- **Registry of Motor Vehicles (RMV):** the RMV has committed to final study on feasibility of constructing a new RMV building at the HTC, construction could begin in 2018



www.CapeCodRTA.org

Cape Cod Regional Transit Authority

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Welcome to the Cape Cod Regional Transit Authority

Cape Cod's Public Transportation System with Bus and Trolley Service to all towns from Woods Hole to Provincetown and to 24 Boston area Hospitals.

Bus Schedules and Maps	ADA / Dial-A-Ride (DART)	Seasonal Service	Hyannis Transportation Center
Regional Bus Service (Main/Cape Codding Provincetown)	Countywide Dial-A-Ride (Springfield, MA)	Summer and Seasonal (Cape Codding, Provincetown)	Hyannis Transportation Center (Cape Codding, Provincetown)
Seaside * Go!	ADA Paratransit * Go!	Hyannis Area Trolleys * Go!	HTC Directions * Go!

Rider Alerts

The Cape Cod Regional Transit Authority has instituted a "Free Fare Wednesday" policy for all seniors riding our fixed route service through the end of the year.

CAPEFLYER
Bus Service from Provincetown to Cape Cod Memorial Day to Labor Day. Now on Facebook!

Need A Great Job?
Looking for a Great Year-Round Job?
Long Working People!

Mr. Guerino went over the Cape Cod Metropolitan Planning Operation. There are representatives from each of the sub-regions of the cape. It is time for elections. Our current representative is Mr. Ellis, who cannot serve because he is not a selectmen anymore. This will outline what towns will have to do. Is there is a member of this Board who would like to serve as the upper cape sub-region to the Metropolitan Planning Organization as it relates to transportation. Selectmen would vote a nominee, that nominee's name would get sent to all other sub region towns. The nominations will be announces at the September 18th meeting. The Commission will call to make sure those people are really interested in serving. I would suggest if there is anyone who is interested to put your name in. They meet on Mondays once a month at 1:00 if they can get a quorum.



**Cape Cod Metropolitan Planning Organization (MPO)
Sub Regional Election Process 2017
For Term January 1, 2018 – December 31, 2020
Action Items and Dates**

Request for Nominations – September 18, 2017

At the posted MPO meeting to be held in September (slated for September 18, 2017), the Chair will accept nominations at the meeting for a slate of candidates for consideration for the MPO sub regional representatives for each of the following sub regions of the MPO for a term that runs from January 1, 2018 – December 31, 2020:

Sub region A representative: (Bourne, Falmouth, Mashpee, Sandwich)

Sub region B representative: (Dennis, Yarmouth)

Sub region C representative: (Brewster, Chatham, Harwich, Orleans)

Sub region D representative: (Eastham, Provincetown, Truro, Wellfleet)

Any current sitting member of the Board of Selectmen for each town contained in the sub region may be nominated for consideration (i.e., for sub region A, any selectman from the towns of Bourne, Falmouth, Mashpee or Sandwich may be nominated, for sub region B, any selectmen from Dennis or Yarmouth may be nominated...).

Any current member of a Board of Selectmen in attendance may nominate themselves, any Selectperson from their own town or any of the towns in their Sub Region. Current MPO members in attendance may also nominate any Selectman from any of the towns in the Sub-Region under consideration. The nominated person need not be present to be considered as a candidate.

Once the chair has accepted nominations for all four sub regions, the slate of candidates will be announced at the September MPO meeting. (slated for September 18, 2017)

MPO staff will confirm with each nominated member his/her willingness and ability to serve as a Board member. Should a candidate be unable/unwilling to be on the slate, that person will notify MPO staff and their name will not be placed on the ballot. Should the withdrawal of that name leave a sub region with no candidates, a second request for nominations limited to that Sub region will be held at the regular MPO meeting held in October (currently slated for October 16, 2017), or another MPO meeting held prior to that date.

MPO Sub Regional Election – November 20, 2017

At the posted MPO meeting to be held in November (slated for November 20, 2017), the MPO will conduct a sub-regional election for the four sub regional representative seats on the MPO (Sub region A, B, C, and D) for the period January 1, 2018 – December 31, 2020. Each member of the Boards of Selectmen from the following towns will have one vote: Sub region A (Bourne, Falmouth, Mashpee, Sandwich); Sub region B (Dennis, Yarmouth); Sub region C (Brewster, Chatham, Harwich, Orleans); Sub region D (Eastham, Provincetown, Truro, Wellfleet).

Each current member of the Boards of Selectmen for Sub Region A (Bourne, Falmouth, Mashpee, Sandwich); Sub region B (Dennis, Yarmouth); Sub region C (Brewster, Chatham, Harwich, Orleans); Sub region D (Eastham, Provincetown, Truro, Wellfleet) will have the opportunity to vote at the November, 2017, MPO meeting. Those members who are unable to attend the November, 2017 meeting will have the opportunity to vote by absentee ballot. MPO staff will mail absentee ballots to each member unable to attend the November meeting. Those individuals unable to attend the November MPO meeting should send his/her vote in the enclosed self-addressed, sealed envelope to the attention of CCMPO staff, Glenn Cannon no later than 4:00pm on Wednesday, November 15, 2017.

At the November 20, 2017, MPO meeting, the Chair shall conduct each Sub Regional election individually, beginning with Sub Region A, then B, C and D. For each election, the Chair shall take roll call votes from individual members of the Boards of Selectmen for that Sub region in attendance at the meeting. (i.e., Sub region A, from Towns of Bourne, Falmouth, Mashpee and Sandwich), followed by MPO staff opening each

individual absentee ballot for each town in that sub region in the posted meeting and announcing the name of the board member and his/her vote. The votes will be tallied for each sub region and the representative with the highest vote in the sub region wins. In the event of a tie, a run-off election will be held between the tied candidates at the December MPO meeting. Selectmen who were unable to attend the meeting will be notified in writing of the MPO election results by MPO staff.

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If information is needed in another language, please contact the Cape Cod Commission's Title VI Coordinator by phone at (508)362-3828.

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Tom Guerino said starting the first meeting in September there will be a list of projects that are ongoing that will be reported on. To keep track of where we are on a lot of the projects.

George Slade said the February 28th minutes should stay encumbered and would like a motion to reconsider the executive minutes that we voted to unencumber

Voted Peter Meier moved and seconded by George Slade to reconsider the minutes of February 28, 2017 executive session. Vote: 2-1-1. Judy Froman abstained.

Voted Peter Meier moved and seconded by George Slade to approve the minutes from February 28th executive session and to encumber them at this time. Vote: 2-1-1. Judy Froman abstained

12) Selectmen's Reports

Don Pickard requested to have an agenda item on the template for the quarterly review of the Administrator that Mr. Slade forwarded to the Board members; and when do you plan on having them completed?

George Slade said he hopes to have them completed by the middle of September.

Peter Meier questioned if we are violating the charter because the charter only allows a yearly evaluation. Don Pickard said that is why I am requesting an agenda item on this subject. There are a number of issues that could be addressed.

Peter Meier spoke about Buzzards Bay Park - 4 bids were submitted for phase II; Bids for the pavilion are due on the August 28th. Tom Guerino said when the bids are awarded he will come to the Board with the budget as presented and the winning bids that came in and the time table for substantial completion.

Mr. Meier spoke about Peebles School - the 90% drawings are due this week, they will be going to MSBA by Friday. The School will go out to bid by October 10th; with the awarding by the first week in November, ground breaking by December 9th. Last Thursday night George Slade, Michael Blanton, and I were at the Moving Wall in Wareham for the opening ceremony.

Judy Froman said they have been continuing the discussion of the Assistant Town Administrator description. Need a meeting for the next step on the goals.

Peter Meier said CPC applications are due August 25th.

The next Bourne Selectmen meeting will be on Tuesday, September 12th at 7:00 P.M.

13) Adjourn

Voted Peter Meier moved and seconded by Don Pickard to adjourn. Meeting adjourned at 9:40 pm. Vote 4-0.

Respectfully submitted – Carole Ellis, secretary.