

**Board of Selectmen
Minutes of Tuesday, June 4, 2019
Bourne Veterans' Memorial Community Center
Buzzards Bay, MA**

.....

TA Tom Guerino
ATA Glenn Cannon

Selectmen

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

RECEIVED
2019 AUG -9 PM 10:00
TOWN & REGIONAL GOVERNANCE

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

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

Documents

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

Meeting Called to Order

Madam Chair Froman called the meeting to order.

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

Vision: Bourne is a 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, embraces excellent education, and the amenities that it affords 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.

Judy Froman took a moment of personal privilege to thank Peter Meier for being the Chair for the past year.

Public Comment – Non-Agenda Items

The item on public comment is on the agenda so it will be addressed at that time.

Dr. Michael Flynn spoke about the regional economic development engagement session hosted by Lieutenant Governor Polito and the new Secretary of Housing and Economic Development.

3) Approval of Minutes: May 14, 2019

Voted Peter Meier moved and seconded by George Slade to approve the minutes of May 14th, 2019. Vote 5-0-0.

4) Town Administrators Report

a. Town Administrator Search

b. Buzzards Bay Central Business Area Parking Assessment and Advisory Committee edits

c. Prepare for Special Town Meeting in the Autumn

a. Tom Guerino spoke about the RFQ/RFP for the Town Administrator search. Mr. Guerino said he prepared and updated the Town Administrator search RFQ/RFP and spoke about the cost for the consulting firm.

James Potter said he doesn't think we have to identify the dollar amount; it would be the firm who proposes that amount. Peter Meier said he thinks there has to be a dollar amount. Judy Froman said it would be good to know if there has to be a dollar amount. Mr. Guerino will look into whether there has to be a dollar amount listed.

Jared MacDonald said it would be nice to have it done before September 30th. The Board Members discussed the timeline.

James Potter said it has to be clarified if the Interview Committee is to assist the Select Board or if the Interview Committee selects final candidates then brings them back to the Select Board.

The Board Members went over a few changes that need to be made.

b. Buzzards Bay Central Business Area Parking Assessment and Advisory Committee edits

Judy Froman said she would like to identify a date in July to have a workshop to discuss the area parking assessment and a draft of the advisory committee; maybe early July but we can confirm that date later. The information that has come to us has been great. We need to come up with a Charge for the Committee.

4B

**Buzzards Bay Central Business Area Parking
Assessment and Advisory Committee**

1. There is hereby created a committee, to be known as the Buzzards Bay Central Area Parking Assessment and Advisory Committee, established by the Town Administrator. The Committee will consist of seven (9) members appointed by the Town Administrator to serve without compensation.
2. The membership of the Committee shall consist of 2 members of the Board of Selectmen, One member of the Planning Board, the Chair of the Bourne Transportation Committee, Chief of Police or his designee, Department of Public Works Director, the Town Planner, the Director of the Cape Cod Canal Area Region Chamber of Commerce, the Town Administrator. The members shall serve for terms of one year commencing on June 1, 2019. In the case of a vacancy in any year, the Administrator may appoint to fill the vacancy through May 31st.
3. The Committee is authorized to call upon other department heads, town employees and members of the business and not for profit community to provide information and materials, as the Committee deems necessary or appropriate to carry out its function.
4. The Parking Advisory Committee shall have the following responsibilities on parking-related needs and projects both short and long term proposed by the town and others and shall include, but not limited to new and shared parking lots, on street parking, new parking facilities, land and lot research for potential new areas, traffic and parking regulations, rail services, bus services, shuttle services and other potential parking needs.
 - To study and develop parking improvement proposals to be presented to the federal, state and/or county agencies on behalf of the Town of Bourne.

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- To solicit input from town officials, department heads, Regional Transit Authority, state and county officials, Cape Cod Commission staff, and citizens on parking needs and proposals to be sponsored by the Town.
 - To recommend to the Town Administrator and Select Board parking related proposals and solutions to be sponsored by the Town, and to advocate those positions if so authorized by the Board of Selectmen.
 - To study and evaluate major transportation proposals of the United States Government, Massachusetts Executive Office of Transportation & Construction, Massachusetts Highway Department, developers and other parties that directly or indirectly impact parking needs in and through the retail and commercial district of Buzzard Bay Village.
 - To solicit input from town officials, department heads, Regional Transit Authority, Joint Regional Transit Committee, state and county officials, Cape Cod Commission staff, and citizens on such major proposals, as deemed necessary.
 - To recommend to the Town Administrator and Select Board the position to be taken by the Town with respect to substantive proposals under consideration and to advocate those positions if so authorized.
5. The Committee's charge and work shall continue in effect until suspended, modified or revoked.

c. Prepare for Special Town Meeting in the Autumn

Tom Guerino said you need to consider Special Town Meeting the end of September, a day earlier than we had it last year. I ask the department heads to have their budget in by July 4th and the budget drafts done by Labor Day.

Mr. Guerino also spoke about the Summit in Chatham. Assistant Secretary McGorty met with Coreen Moore, Glen Cannon and himself to go over some of the activities in Bourne/Buzzards Bay regarding Economic Development and Housing. Joint Base Cape Cod is looking for all kinds of opportunities to work with the communities regarding Economic Development,

Mr. Guerino was excused at 7:30 p.m.

James Potter suggested to follow up with Joint Base Cape Cod regarding them downsizing and transferring property back to the state. Maybe we can become part of the discussion about parcel transfers, and how/if they would impact the town. It might be beneficial to the town.

5) Hearing - 7:30 p.m. Maxim Demolition hearing 328 Main Street, Buzzards Bay

Jude Froman called the public hearing to order at 7:32 p.m. Ms. Froman read the hearing notice.

In accordance with Massachusetts General Laws Chapter 139, Section 1, 3 and 3A, the Board of Selectmen will convene a public hearing on June 4, 2019 at 7:30 PM at the Bourne Veterans Memorial Community Center 239 Main Street, Buzzards Bay, MA 02532 for your failure to comply with letter from the Inspector of the Buildings issued on March 29, 2018 and an on-site inspection conducted by the Board of Survey for the demolition of a structure that constitutes a public nuisance and must be abated by the demolition and removal of said structure.

If the structure is not demolished and removed prior to said hearing date as previously ordered, the town we'll proceed with the demolition and removal process and a lien shall be placed on the property for the expenses incurred together with interest at the rate of six per cent per annum including the cost of recording and discharging the lien.

Ms. Froman said this is for the property located at 328 Main Street, Buzzards Bay

Voted Peter Meier moved and seconded by Jared MacDonald to open the public hearing. Roll Call Vote: Jared MacDonald – Yes; George Slade – Yes; Judy Froman – Yes; James Potter – Yes; Peter Meier – Yes. Vote: 5-0-0

Judy Froman questioned if Michael or Janet Maxim have anything new to present. Mr. Maxim spoke about what happened at the past meetings regarding his property.

Mr. Maxim stated he cleaned up the yard a bit. He said he believes the Select Board decided to tear down the building at the last meeting that he wasn't able to attend. He said he has an affidavit that stated the building is structurally sound.

Ms. Froman reminded Mr. Maxim that the Board has been looking for specific updates that have been done to the property. Ms. Froman requested to see the new plans, and questioned if the Town Planner has seen the plans. Ms. Froman reminded Mr. Maxim that at previous meetings the Board had stated the plans had to be discussed with the town planner. Mr. Maxim said the Town Planner has seen the plans. Ms. Froman again questioned Mr. Maxim if the town planner has seen the plans within the past 6 weeks. Mr. Maxim said she has not. Ms. Froman asked Mr. Maxim to explain what the plans are for. Mr. Maxim said it is for mixed used.

Jared MacDonald questioned Mr. Maxim what's the building and/or purpose of the plans.

Mr. Maxim said it is for a commercial office space below and an apartment above.

George Slade wanted to make sure it complies with our zoning laws.

Jared MacDonald suggested Mr. Maxim could have given the Board a heads up of what has been done on the property, like cleaned up the property; working with the Town Planner on the processes, etc. Without presenting to us what you have done/ what we have asked, to show us you are moving forward, we don't know what you have done. We'd like you to show us your progress by bringing in plans, showing pictures of the cleaned-up property. We have been very clear on what we want, we are trying to make it simple for you.

Peter Meier said we asked the minimum of clearing the lot which was for the safety of the fire department.

James Potter said we have spent a lot of time on this. The cleanup is based on the Blight Bylaw. This Board is the enforcement mechanism for the building that were considered blight by the Board of Survey. It at least has to look like a habitable building. Mr. Potter questioned if the new plans would be a new building? Mr. Maxim said with the plans he has the building would come down. I have had multiple offers on the building, I am entertaining offers on the building. I have asked this Board to put this on hold for a while.

James Potter questioned Mr. Laporte regarding the process the Board of Survey went through. Is the Board of Survey's recommendation to this Board the building needs to come down?

Jared MacDonald clarified just because it is blighted doesn't mean it has to be torn down. We have worked with property owners and if it is not something that can be worked out it becomes a building that may or may not need to be torn down.

Mr. Laporte spoke about the process. Under Chapter 139 the Selectmen instructed them to go through the town and look at all the building that were unoccupied, boarded up and in disrepair. We (Board of Health, Fire Department, and the building department) comprised a list of all the buildings that met that criteria. Once that happens, under the building code the Building Inspector has to appoint a Board of Survey. The Board of Survey has to be Fire Chief or his designee, a land surveyor, and a disinterested person. They do an independent review of the building; they write their own report. They submit it to me; I comprise it with my report and submit it to the Select Board and to the building owner.

Jared MacDonald said the next step of that process, once the Select Board receive the letter of the comprised boards, it is then put on for a hearing in front of the Select Board to be put forth through a set of hearings to move the property along in the right direction.

Mr. Laporte said the Chairman at that time, through the Town Administrator asked me to come to the meeting and give an update. I told the building owners that I was coming before the Board to report on their building, because I didn't want to speak without the owners being present. Then it is up to the Board whether the building is considered a

nuisance, blight and should be knocked down. You gave people months, and then schedule hearings.

George Slade said Blight Bylaw 3.1.43, is the enforcement mechanism for blighted buildings. Would like to see something happen in the interim to get the homeowner's attention to pay attention and to respond to the blight bylaw, before the Board of Survey has to get involved. The bylaw does call for a daily fine, which should get the owners attention.

Mr. Laporte said I notify the property owners that we are going to be looking at their building because of the blight bylaw so they can start taking whatever action is needed at that time. For most of the buildings it has been years.

Voted Peter Meier moved and seconded by Jared MacDonald to close the public hearing. Roll Call Vote: Jared MacDonald – Yes; George Slade – Yes; Judy Froman – Yes; James Potter – Yes; Peter Meier – Yes. Vote: 5-0-0

Jared MacDonald said I don't like to see the town involved in peoples' personal property, but there is a point it becomes an issue for the town; and something has to be done to move things forward. Mr. Maxim does have a new set of plans, maybe it can move forward, and we can get more updates from Mr. Maxim and have him come back before the Board soon.

Peter Meier said we can continue the matter and keep the hearing open for two weeks and have the Town Planner write a recommendation about what Mr. Maxim is proposing will work within the zoning district for the property he has. If the Town Planner agrees the plan will work, we have the avenue to give Mr. Maxim more time. We want to hear from the Town Planner that the plan Mr. Maxim is presenting is a viable plan. He did clean around the property and painted the building.

James Potter said it is difficult because does it go to demo? There is a maintenance section in the bylaw that the property owners should have; information for what they need to maintain their property to meet this bylaw so they are not in error of the bylaw. They need to be able to follow that maintenance section. There is a fine/penalty section that this Board has not enforced. This has been going on since September 2018. We have been very patient with the property owner.

Peter Meier said if the Board of Health had control, under the Board of Health Bylaw the owner has 24 hours, or another reasonable timeframe, to fix the problem or further action will be taken and \$1000 fine per day.

George Slade read the fine section of the bylaw. We need to have an agreeable plan going forward; we don't want to keep postponing this. The Town Planner should be notified that Mr. Maxim will be meeting with her soon to discuss his plan.

Judy Froman said this is the process, but we are elected to keep things moving along. There is reasonable observation that that building could be used for future space. I am in favor of

applying the blight bylaw, moving forward, and working with the Town Planner, but within a short timeframe.

Jared MacDonald said he would like to give Mr. Maxim two weeks, with an expectation that more information be brought forward as to the mixed use as well as more information as to how much repair for the blight has been done, maintenance part, and that time it will be a last change.

Voted Jared MacDonald moved and seconded by James Potter to give Mr. Maxim two weeks, until the 18th, then provide the Board with updated information and progress; and then at that time fines and/or demolition.

George Slade suggested to add with concurrence from the Town Planner.

James Potter suggested the Town Planner give us a report that she went over the plans and whether those plans include keeping this building or not.

Voted James Potter moved and seconded by George Slade to amend the motion to include with concurrence from the Town Planner and that the Town Planner give us a report that she went over the plans and whether those plans include keeping this building or not.

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

Judy Froman told Mr. Maxim we will make sure you have the blight description, and we will see you in two weeks.

6) Hearing - 7:45 p.m. Sweeney Demolition hearing 228 Main Street, Buzzards Bay

Jude Froman called the public hearing to order. Ms. Froman read the hearing notice.

In accordance with Massachusetts General Laws Chapter 139, Section 1, 3 and 3A, the Board of Selectmen will convene a public hearing on June 4, 2019 at 7:45 PM at the Bourne Veterans Memorial Community Center 239 Main Street, Buzzards Bay, MA 02532 for your failure to comply with letter from the Inspector of the Buildings issued on March 29, 2018 and an on-site inspection conducted by the Board of Survey for the demolition of a structure that constitutes a public nuisance and must be abated by the demolition and removal of said structure.

If the structure is not demolished and removed prior to said hearing date as previously ordered, the town we'll proceed with the demolition and removal process and a lien shall be placed on the property for the expenses incurred together with interest at the rate of six per cent per annum including the cost of recording and discharging the lien.

Voted Peter Meier moved and seconded by James Potter to open the public hearing. Roll Call Vote: Jared MacDonald – Yes; George Slade – Yes; Judy Froman – Yes; James Potter – Yes; Peter Meier – Yes. Vote: 5-0-0

James Sweeney, 228 Main Street, questioned did the structural report that they presented at the last meeting, confirm the building is a safe structure? The Board of Survey deemed the property unsafe. Then we had an inspection done, does that help with it being a safe structure? Will it have any effect on the demolition?

James Potter said the report was never stamped by the engineer and no affidavit was provided.

Roger Laporte said this building is not here under the blight bylaw, it is here as an unsafe structure. Parts of it have collapsed, which is open to the weather, there are holes in the floor. There is a standing order by the Fire Department to not enter the building in the case of a fire. It is unsafe for a fireman to go into that building. I read the engineering report; the pictures prove it is an unsafe building. The building cannot be repaired, it is in a flood zone.

Jared Macdonald said this is a safety concern, part of that safety is the ability for someone to become injured on the property. It is in front of this Board to ensure the safety of the town's people.

Mr. Sweeney questioned can it be re-inspected and stamped. It is unoccupied. There is no access from the outside, the building is locked and secured. We are actively trying to sell it to Mr. Correia. Inside there are sags in the floor but the inside is dry. The only hole in the roof is where a vent went through. We can clean it up, if that is an option.

Mr. Laporte questioned Mr. Sweeney what the plans are for the building? Mr. Sweeney said the main objective is to sell the building. We are still dealing with the vague title issue, so we don't have a closing date. Is there an option to just fix it up to give us more time, because we are trying to sell it?

Mr. Laporte stated again the building is unsafe, there is no salvaging the building. This building is being brought forward as an unsafe structure under Chapter 139.

Jared MacDonald said fixing it up a bit will not work because it is not part of the Blight Bylaw, it is an unsafe structure.

James Potter questioned if the building wasn't there would it effect the sale of the property? Mr. Sweeney said we have 3 estimates from local contractors, they did not give us a timeframe. We are asking for 90 days to have it demolished, if that is reasonable; if we are ordered to demolish the building.

Peter Meier said for part of the motion we can state it has to be demolished within 90 days, and if it isn't the town can take legal action.

Mr. Sweeney confirmed even if we sell it, it still has to be torn down within the 90 days.

Mr. MacDonald said if the action goes forward for the 90 days, you will be liable to make sure the new owners are aware of the 90 day demolish. If there is a sale, we would also need notification of the sale so we can get our notification to the new owner.

Voted Peter Meier moved and seconded by Jared MacDonald to close the public hearing. Roll Call Vote: Peter Meier – Yes; James Potter – Yes; Judy Froman – Yes; George Slade – Yes; Jared MacDonald – Yes. Vote: 5-0-0

Voted Peter Meier moved and seconded by Jared MacDonald to order the building at 228 Main Street to be torn down within 90 days of tonight's decision; by September 4, 2019.

Jared MacDonald suggested to add notification to the town and the new owners.

Mr. Sweeney confirmed that action must be taken by himself within 90 days or whoever buys the property, and if it's not the town takes care of the building and will put a lien on the property.

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

Peter Meier said there are people in the audience who would like to speak on item 4.b. Buzzards Bay Central Business Area Parking Assessment and Advisory Committee

Judy Froman reminded folks that there will be more in-depth conversation and more time to speak regarding this item at the workshop, but allowed each person a minute to speak.

Neil Langille, Wright Lane, Buzzards Bay, spoke about parking issues in Buzzards Bay.

7) License/Appointments

a. Pan Mass Challenge – Town Roads

b. Pan Mass Challenge – One Day Liquor - All Alcoholic @ MMA Parade Field

c. Robert Braun – Public Livery License

d. Oak Bluff Block Party – Partial Road Closure July 4th

e. Private Roads Acceptance Committee – Jennifer Copeland Assistant Town Planner

f. Commission on Disabilities – Joe Donatelle

g. Selectmen's Energy Advisory Committee – Janice Marks

h. Selectmen Committee Appointments

7.a Pan Mass Challenge

Glen Hawley; Annual Bike-a-thin – Bourne Roads; Academy Drive – Main Street – Bourne Bridge – Veterans Way – Sandwich Road – Canal Service Road. 8/3/19 11:00 a/m/ to 7:00 p.m. – One Day All Alcoholic Beverage license at the Massachusetts Maritime Academy Parade Field. Remarks: Department of Public Works – Remove all trash after event. Police

Department – This event requires a one-day liquor license to serve liquor. It is not allowable to use the Maritime caterer's license for this purpose. Other than that, the same traffic plan with detail officers as in years past. This event has been functioning without major issues.

Voted Peter Meier moved and seconded by Jared MacDonald to approve the route slip through the application from Pan Mass Challenge for the use of town roads for August 3 & 4th subject to the conditions on the route slip. Vote 5-0-0.

For the one-day liquor license for August 3rd from 11:00 a.m. to 7:00 p.m. – One Day All Alcoholic Beverage license at the Massachusetts Maritime Academy Parade Field.

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

7.c. Robert Braun – Public Livery License

Robert Braun, 50 Head of the Bay Road, Buzzards Bay, MA 02532. Public Livery License, 2014 Dodge Grand Caravan, 6 passenger, VI#2C4RDGBG9ER389698, REG# livery plate to be issued. Remarks: Town Clerk – Not required since doing business under own name.

Judy Froman said this item is going to be rescheduled.

7. d. Oak Bluff Block Party – Partial Road Closure July 4th

Mike Powers, 2 Oak Bluff Road, Sagamore Beach, Sagamore Beach Highlands Association. 7/4/19 – 4:00 p.m. to 7:00 p.m. Annual Neighborhood 4th of July Celebration request to close one entrance to Oak Bluff Road. We have in the past closed one side allowing traffic access via the other end and not stopping access to traffic. We have a neighborhood picnic which takes up several house fronts and tends to flow into the road at times. For safety sake we would request to be able to do this once again. Remarks: Town Clerk – Business certificate not required. Department of Public Works – Remove all trash and signs. Police Department – The PD does not concur for this date, and we didn't concur last year either. No issue with a neighborhood party but no blocking of any roads from either entrance. This is a busy area on that date and we expect the same this year. The PD respectfully recommends that this request be denied. All liquor bylaws to be followed.

Jared MacDonald said this neighborhood is at the end of the town and at the end of the roads that lead that direction, this has been done before. This is to close off traffic for people that don't live in that neighborhood, it is a small section of a loop. There will still be access to police and fire. With a little clarity and some restrictions from the police and fire department, nothing to be on one half of the road, this could work. Peter Meier said we can set conditions to work with these people.

George Slade said since this request is early enough should we get a follow up from public safety to clarify this.

Judy Froman said we do want to respect the safety concern from the Police Department by not closing off the entire width of the road, and because it is the Fourth of July.

Peter Meier questioned could we defer this and try to get more clarification, then we can make a decision. Glenn Cannon said we should be looking at a map and how they actually plan on blocking off the road, we should get clarification. I'd be happy to reach out to Mr. Powers.

Judy Froman said we will table this for now. We would like for Mr. Powers give us more information to clarify his request, provide maps and also have the Police and Fire Chief's look at them. We would like the information as soon as possible so we can put this on the agenda for next available meeting.

Voted Peter Meier moved and seconded by George Slade to continue this to the next available meeting, which will be June 11th. Vote 5-0-0.

7. e. Private Roads Acceptance Committee – Jennifer Copeland Assistant Town Planner

Voted Peter Meier moved and seconded by Jared MacDonald to appoint Jennifer Copeland, Assistant Town Planner to the Private Roads Acceptance Committee. Term to expire June 30, 2019. Vote 5-0-0.

7. f. Commission on Disabilities – Joe Donatelle

Mr. Donatelle's request was to serve on the COA Board of Advisors not the Commission on Disabilities.

7. g. Selectmen's Energy Advisory Committee – Janice Marks

Janice Marks spoke briefly about why she is requesting to be appointed to the Selectmen's Energy Advisory Committee and gave a brief background on herself.

Voted Peter Meier moved and seconded by George Slade to appoint Janice Marks to the Selectmen's Energy Advisory Committee. Term to expire June 30, 2019. Vote: 5-0-0

7. h. Selectmen Committee Appointments

Judy Froman said we aren't going to do anything with these tonight, but wanted to make sure everyone had a list of the different committees where the Select Board Members are also committee members. Between now and next week think about which committees you would like to be on.

Board of Selectmen Appointments
FY20 [S'men Mtg in May after Election]

CODE	COMM	REP. OF COMM	EXP	APPT BY	FIRST	LAST	FORMERLY	
Board of Selectmen								
2 YR	Affordable Housing Trust	Board of Selectmen/Town Adm	June 30, 2020	Board of Selectmen			Meier - 2019	
1 YR	Bourne Financial Development Corp - Main Street Steering Committee	Board of Selectmen Rep	June 30, 2020	Board of Selectmen			MacDonald - 2019	
1 YR	Bourne Financial Development Corp	Board of Selectmen	June 30, 2020	Board of Selectmen			MacDonald - 2019	
1 YR	Bourne Landfill Business Model Working Group	Board of Selectmen	June 30, 2020	Board of Selectmen			MacLeod Froman - 2019	
1 YR	Bourne Memorial Community Building Trustees	BOS Chairman Ex Officio	Chm. of BOS	Board of Selectmen			Meier - 2019	
1 YR	Cape Cod Regional Transit Authority	Board of Selectmen	September 30, 2019	Board of Selectmen	Thomas M.	Guerino	Guerino - 4.30.19	done
1 YR	Community Action Committee of Cape Cod and Islands, Inc.		June 30, 2020	Board of Selectmen			?? Caputo	
1 YR	Local Emergency Planning Committee - Local Elected Official	Board of Selectmen	June 30, 2020	Board of Selectmen			Slade - 2019	
1 YR	Massachusetts Military Reservation - Military Civilian Community Council	Board of Selectmen	June 30, 2020	Board of Selectmen			Slade - 2019	
1 YR	Massachusetts Military Reservation Senior Management	Board of Selectmen	June 30, 2020	Board of Selectmen			Slade - 2019	
	Private Roads Acceptance Committee	Board of Selectmen	June 30, 2020	Board of Selectmen			Slade - 2019	
Town Administrator								
UPC	Police Facility Building Committee	Board of Selectmen	Until Project Complete	Town Administrator			Meier - 2019	
UPC	South Side Fire Station Feasibility and Design Building Committee	Board of Selectmen	Until Project Complete or Revoked	Town Administrator			Meier - 2019	
1 YR	Town Administrators Advisory Committee on Pedestrian Bicycle Pathway	Board of Selectmen	June 30, 2020	Town Administrator			Slade - 2019	
SR	Town Administrator's Working Group Recreational Cannals	Board of Selectmen	Suspended or Revoked	Town Administrator			Slade - 2019	

James Potter suggested to add the Cape Cod Wastewater Action Committee and the Cape Cod Community Engagement Committee.

8) Selectmen's Business

a. Organizational discussion/work Board of Selectmen responsibilities, roles and communications

b. Long Term Comprehensive Plan Action Items

c. Signing of easement for NSTAR Electric Company [d/b/a/ Eversource Energy] and Verizon New England, Inc. for 70 Trowbridge Road, Bourne

8.a. Judy Froman wanted to put out some idea to have moving forward. Would like to work towards having two meetings a month. Maybe start this in July; the 1st Tuesday being business focused and 3rd Tuesday having a workshop, possibly 5:30 to 7:00 and if needed a business meeting after. Mr. Guerino and I will be meeting every Wednesday at 4:30, please forward Mr. Guerino and myself any agenda topics you would like us to discuss. I have also created an agenda tracker.

The Goals are due, according to the Charter, by July 1st.

Along with taking on the responsibility of the agendas and working with the Town Administrator, I would like to be proactive with communicating what is on the agendas with folks that are affected to make sure they know what is coming up.

Mr. Potter, being Vice Chair, will be the point person for policies and legal documents. The Clerk is in charge of the minutes, keeping track and following through with the process. Regarding correspondences, I'd like to work with the Clerk for ways to respond to correspondences. Would like someone to take responsibility on Committee Oversight, keeping track of all the different committees, making sure there is acknowledgment; and would like someone to keep track of the public events calendar and the RSVPs.

The Board members agreed Peter Meier will keep the Board members up to date on the Public Events Calendar and the RSVPs.

8.b. There is a meeting on June 13th regarding the Long-Term Comprehensive Plan Action Items

8.c. Signing of the easement has been delayed until next week.

Peter Meier announced he will have his office hours next week at the Jonathan Bourne Public Library from 10:00 a.m. until 12:00 p.m.

James Potter said we may want to consider having a hearing as Road Commissioners on Savary Ave. The spelling is different on different maps. We should have a hearing, invite the residents who live on Savary Ave and decide if it is spelled Savary or Savery.

Sewer Related – there are some additional changes that have to be done to the Wastewater Allocation Policy. Should we hold that Sewer meeting on June 18th or the 25th.

The Bourne Intermediate School is having an open house for the public on Thursday from 5:00 p.m. – 7:00 p.m. or on Saturday from 10:00 a.m. – 1:00 p.m.

9) Correspondence

George Slade brought the Board and the public up to date on the correspondence

- A. Massachusetts Maritime Academy, Class of 2019, 176 Commencement, to be held on June 22, 2019.
- B. Letter from Attorney General's Office regarding Open Meeting Law Complaint
- C. Letters from Lorna Ciavola and Ronda D. Jones Tobey to serve on the Community Engagement Committee
- D. Letter from DEP regarding John Ulhar, Appeal of the Town of Bourne Harbormaster's Mooring #26-U / Revocation in Barlow's Landing
- E. Letter of interest from Neil Langille to serve on the Parking Committee

10) Adjourn

Voted Jared MacDonald moved and seconded by Peter Meier to adjourn. Vote 5-0-0.

Respectfully submitted – Carole Ellis, secretary.