

**Board of Selectmen
Minutes of Tuesday, June 2, 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

Karen & Terry Cronburg, Renee Gratis, Robert Troy, Terri Guarino, Karen Rea, Peter Lewitt,
Don Pickard, Erica Flemming – Finance Dept, Tara Grecko

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: 826 8235 0636 Password: 876315 or by using the following Link below:
<https://us02web.zoom.us/j/82682350636?pwd=RTY5UG1MOHcvSWZsV3RlbUUNk5Ydz09>

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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. Please MUTE your phone/microphone upon entry.

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

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

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.

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.
None requested.

6) Approval of Minutes: 05-11-20 & 05-18-20 [Joint Meetings with Finance Committee] 05-20-20 Regular – 05-27-20 Regular

Voted: Jared MacDonald moved and seconded by James Potter to approve the minutes of the Joint Meeting with Finance Committee on 05-11-2020

Roll Call Vote: James Potter – Abstain, George Slade - Yes, Peter Meier - Yes, Jared MacDonald - Abstain, Judy Froman - Yes
Vote: 3-0-2.

Voted: Jared MacDonald moved and seconded by Peter Meier to approve the minutes of the Joint Meeting with Finance Committee on 05-18-2020

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

Voted: George Slade moved and seconded by Jared MacDonald to approve the minutes of May 20, 2020.

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

Voted: George Slade moved and seconded by Jared MacDonald to approve the minutes of May 27, 2020.

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

7) License/Permits/Appointments:

- a. 7:15PM —Continued Public Hearing - Pole Hearing - Grasslands Lane
[continuation from 05.05.2020]
- b. COVID-19 Update

Voted: George Slade moved and seconded by James Potter to reconvene the public hearing from May 5, 2020 on the petition of Nstar Electric Company (d/b/a Eversource Energy) and Verizon New England Incorporated for permission to erect, relocate and maintain poles and their respective wires and cables, together with such sustaining and protection fixtures the Companies may deem necessary in the public way or ways on Grasslands Lane – Two (2) Poles #16/4 & 16/5.

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

Karen Rea, Eversource Energy
Ronnie Goldstein Community Relations

Karen Rea stated at the May 5th Board of Selectmen's meeting Eversource presented a petition for two new polls and overhead lines on Grasslands Lane to service a new home on 1 Maple Avenue in Cataumet. After listening to abutters concerns the Board asked Eversource to offer alternative options to service the new home so the abutting neighbors could discuss other options with the homeowner. The public hearing was continued until June 2nd. On May 22 Eversource had a site meeting with the homeowner and a few of the abutting neighbors. We presented them with three alternative options which included estimated cost. On June 1 the homeowner informed Eversource that she has concluded her discussions with her neighbors and she would agree to one of the alternate underground options. Based on the customers decision Eversource is formally withdrawing the original petition for overhead service and will be submitting a new petition for a new underground service in the coming days and hopes to be put on the next available agenda.

Regarding Pole number 3 on the new proposal - Karen Cronburg – 4 Grasslands Lane - said as far as they can tell pole 3 is on their property. A preliminary review indicated it was in the right-of-way. Concerned an underground option would be digging up part of our property, which we do not want. Another concern is it sparks after a rainstorm. We would be interested in an option to eliminate pole 3 and have the underground go to pole 2. Glenn Cannon said that Tim Lydon, town engineer technician, believes the pole is on town property.

Peter Lewitt, 8 Grasslands Lane wanted to thank the Board for listening to the residents and giving them a chance to look at different options. Support the motion to withdraw the proposal and when it is presented to go underground, will support that.

Tara Greco, 1 Maple Ave, hopefully this proposal will be approved, it is delaying the completion of this house.

Voted: Peter Meier moved and seconded by Jared MacDonald 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: Peter Meier moved and seconded by Jared MacDonald to withdraw request of Nstar Electric Company (d/b/a Eversource Energy) and Verizon New England Incorporated for the installation of two new utility poles on Grasslands Lane, Cataumet, as shown on the plan titled Nstar Electric d/b/a Eversource and dated March 7, 2020 until June 2, 2020 at 7:15 pm

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

Vote: 5-0-0.

b. COVID-19 Update

Tony Schiavi gave an update. We are currently in Phase 1, the end of Phase 1 should be on June 8th. By Friday there should be more specifics on Phase 2. Phase 2 includes opening restaurants.

Terri Guarino said the Governor's Order #35 which indicates the Board of Selectmen shall establish processes for approving requests for modification to food establishments and seating within those. We have been developing workflows, centralized way for the town departments to look at information.

Documentation for mandatory workplace standards

Tony Schiavi spoke about the outdoors seating; the Board of Selectmen can modify liquor licenses for new temporary outdoor spaces. The Board has to approve the process for restaurants on how to modify outdoor seating or create outdoor seating when they don't have any space.

James Potter brought up that there may be restaurant that will be asking for public land that do not have private land for outdoor seating.

8) Selectmen's Business

- a. **Vote to authorize the Board of Selectmen to use the Selectmen's Signature Stamp for necessary town documents during COVID-19 pandemic**
- b. **Discussion and vote for Special and Annual Town Meeting times**
- c. **Vote to approve, sign, issue and post the 2020 Special and Annual Town Meeting Warrants**
- d. **Review and Vote Recommendations on Town Meeting Warrant Articles**
- e. **Review STM/ATM Article Motions**
- f. **Vote to accept the donation of an Upweller to the Department of Natural Resources from local Commercial Fishermen and local businesses**
- a. **Vote to authorize the Board of Selectmen to use the Selectmen's Signature Stamp for necessary town documents during COVID-19 pandemic**

Voted: Peter Meier moved and seconded by George Slade to authorize the Board of Selectmen to use the Selectmen's signature stamp for necessary town documents during COVID-19 Pandemic.

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

b. Discussion and vote for Special and Annual Town Meeting times

Jared MacDonald said we should have enough time with the shortened amount of warrants and having the daylight lasting longer, should leave it the way it is.

James Potter said he is worried about the mosquito's issue.

Peter Meier said if we start early people may be getting out of work or it may interrupt dinner, if we start later, we may be keeping people up late.

George Slade said he is in favor in allowing some extra time to allow for unforeseen problems/glitches because of the new venue. Make sure the public is informed early enough regarding the new venue and possibly new time.

Tony Schiavi said we will use a variety of methods to notify people.

Mary Jane Mastrangelo said if the time of the meeting is changed from 7 to 5:30 there needs to be more notification besides posted on the website and the reverse 911 call.
Suggested to send postcards to the households on the census.

Voted: Jared MacDonald moved and seconded by Peter Meier to call Annual Town Meeting for 7:00 p.m.

James Potter said we should have provisions for insects and lighting.

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

Voted: James Potter moved and seconded by Jared MacDonald to call Special Town Meeting start time for 7:15p.m.

Mary Jane Mastrangelo said she is concerned about moving the Special Town Meeting to 7:15 because the moderator has announcements that he makes – it might be too early.

Don Pickard said there are a number of announcements that have to be made, would prefer the Special Town Meeting to be at 7:30.

Jared MacDonald – removed his second
James Potter removed his motion

Voted: Jared MacDonald moved and seconded by George Slade to call Special Town Meeting start time for 7:30p.m.

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

Vote: 5-0-0

Judy Froman reiterated the Special Town Meeting will start at 7:30 p.m. and the Annual Town Meeting will start at 7:00 p.m.

c. **Vote to approve, sign, issue and post the 2020 Special and Annual Town Meeting Warrants**

Tony Schiavi said the motions should include the date of June 29th and the appropriate time.

Voted: Peter Meier moved and seconded by Jared MacDonald to approve, sign, issue and post the 2020 Annual Town Meeting Warrant for June 29, 2020 at 7:00 p.m.

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

Vote: 5-0-0.

Voted: Jared MacDonald moved and seconded by George Slade to approve, sign, issue and post the 2020 Annual Town Meeting Warrant for June 29, 2020 at 7:00 p.m.

James Potter suggested to state the location also. Mary Jane Mastrangelo said it might be good to state Jackson Field at Bourne High School.

Voted: Jared MacDonald moved and seconded by Peter Meier to approve, sign, issue and post the 2020 Special Town Meeting Warrant for June 29, 2020 at 7:30 p.m.

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

Vote: 5-0-0.

d. **Review and Vote Recommendations on Town Meeting Warrant Articles**

Special Town Meeting

Judy Froman read article 1

ARTICLE 1: Town will vote to authorize the Board of Selectmen to acquire by purchase, eminent domain or otherwise or receive by gift a certain parcel of land situated in Gray Gables, Bourne, Barnstable County, Massachusetts, a parcel of land as shown on the Bourne Assessors Map 26.0, Parcel 29.00, a copy of which is on file at the office of the Town Clerk, for purposes of community preservation as set forth in Massachusetts General Law, Chapter 44B (Massachusetts Community Preservation Act) as amended; and to raise and appropriate, borrow or transfer from available funds a sum of money for such acquisition, including costs incidental and related thereto such acquisition and to further authorize the Board of Selectmen and the Open Space Committee to take all acts necessary to implement

this vote; said funds are to be expended under the direction of the Community Preservation Committee, or take any action in relation thereto. Sponsor — Open Space Committee.

Voted: James Potter moved and seconded by Jared MacDonald to vote to recommend approval of this article.

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

Judy Froman read article 2

ARTICLE 2: Town will vote to appropriate a sum of money for the purpose of the payment of unpaid bills from a previous fiscal year that are legally unenforceable due to the inefficiency of appropriation or take any other action in relation thereto. Sponsor — Board of Selectmen

Voted: Peter Meier moved and seconded by George Slade to vote to recommend approval of this article.

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

Annual Town Meeting

Article 1

Voted: Jared MacDonald moved and seconded by James Potter to vote to recommend approval of this article.

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

Article 2

Voted: Peter Meier moved and seconded by James Potter to vote to recommend approval of this article.

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

Article 3

Voted: Jared MacDonald moved and seconded by James Potter to vote to recommend approval of this article.

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

Article 4

Voted: James Potter moved and seconded by Peter Meier to vote to recommend approval of this article.

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

Article 5

Voted: Jared MacDonald moved and seconded by James Potter to recommend approval of this article.

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

Article 6

Voted: Jared MacDonald moved and seconded by James Potter to recommend approval of this article.

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

Article 7

Voted: Jared MacDonald moved and seconded by James Potter to recommend approval of this article.

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

Article 8

Voted: Peter Meier moved and seconded by James Potter to recommend approval of this article.

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

Article 9

Voted: Jared MacDonald moved and seconded by James Potter to recommend approval of this article.

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

Article 10

Voted: Jared MacDonald moved and seconded by Peter Meier to recommend approval of this article.

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

Article 11

Voted: Jared MacDonald moved and seconded by James Potter to recommend approval of this article.

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

Article 12: To see if the Town will vote to place the following question on the ballot for the next annual or special town election. "Shall this Town withdraw its membership from the Massachusetts Bay Transit Authority" or take any action in relation thereto.

Voted: George Slade moved and seconded by Peter Meier to recommend indefinite postponement.

James Potter questioned is it just withdrawing from this article? What is the backup plan, what is the exit plan? The article is limited in information.

Judy Froman said through the CCMPO (Cape Cod Metropolitan Planning Organization) we were notified at the end of April it was approved to have a feasibility study of the commuter rail to Bourne, would like time to get that information.

Mary Jane Mastrangelo said the Board needs to vote to not support the article and recommends a motion of indefinite postponement.

Glenn Cannon said there is no mechanism for exiting the MBTA, only on how to join the MBTA. The Town of Bourne can vote to get out. Not sure how long the process takes.

Bob Troy said this is a private petition. It is the petitioner's responsibility to produce the proposed motion. The Board makes a decision as to what is to be put on the warrant, a private petition is not optional. There is a warrant article the Board has to decide are you supporting it or not. The Board needs to vote on whether it will support that particular article.

James Potter said the Board has to decide if we support this article. Peter Meier said we can vote to support or not support; if it is to not support the article as submitted by private petition and our motion is to recommend a motion of indefinite postponement of this article.

George Slade withdrew his motion Peter Meier withdrew his second.

Voted: Peter Meier moved and seconded by Jared MacDonald to not recommend approval of this article and to support a motion of indefinite postponement of this article.

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

e. Review STM/ATM Article Motions

Tony Schiavi said the Board has the motions for each article, and briefly spoke regarding the articles/motions.

Article 1

Judy Froman read the motion for Article 1.

MOTION: We move that the Town approve Article 1 as set forth in the Warrant and further move that the sum of \$414,247 (\$62,347 for elected officials' salaries and \$351,900 for the Finance Committee Reserve Fund) be raised and appropriated and \$150,000 be transferred from Free Cash as set forth in the article for Accrued Contractual Compensated Absences.

Article 2

Judy Froman read the motion for Article 2.

MOTION: We move that the sum of Seventy Million Three Hundred Seventy Three Thousand Two Hundred Sixty Six Dollars (\$70,373,266) be hereby appropriated from the funding sources listed below to defray the expenses of the Municipal Town Departments in the chart entitled "These Amounts are to be Voted" as shown below for the fiscal year July 21, 2020 to June 30, 2021.

The Board members discussed Article 3

Tony Schiavi explained how they came up with the budget. Mr. Schiavi recommend the budget stay as presented at this dollar amount.

Peter Meier questioned if we can help these social service agencies. George Slade questioned if we re-establish a portion of that. James Potter said we can entertain this in the fall, we will have better data and better input.

Judy Froman would like to support the Human Services. Have them put forward ideas and what their recommendations are.

Mary Jane Mastrangelo said this motion doesn't represent the budget that is presented in the handbook Ms. Mastrangelo said the Board of Selectmen need to talk about how the Board is going to be informed and what reports the Board is going to get during the course of the Fiscal Year so they understand what is happening in the budget and what moves between departments are happening.

Article 4

Judy Froman read the motion for Article 4

MOTION: We move that the sum of \$10,476,805 be authorized to be expended for the operation of the Integrated Solid Waste Management Enterprise Fund for fiscal year July 1 2020 to June 30, 2021 as follows (Salaries, Expenses, Reserve Fund, Host Community Fee). And we further move that the sum of \$2,261,996 be transferred to the General Fund to offset the ISWM Enterprise Fund indirect expenses and in order to meet this appropriation. we further move the sum of \$11,680.771 be raised from ISWM Enterprise Receipts and \$1.058.030 be transferred from ISWM Retained Earnings.

Article 5

Judy Froman read the motion for Article 5

MOTION: We move that the Town vote to appropriate \$481,000 to pay costs of the capital outlay projects listed in the schedule printed with the motion and to meet this appropriation, we move to transfer the sum of \$81,000 from Sewer Retained Earnings: \$200,000 from the Waterways Improvement Fund and \$200,000 from Free Cash to satisfy this article.

Article 3

Judy Froman read the motion for Article 3

MOTION: We move the sum of \$1,206,411 be authorized to be expended by the Sewer Commissioners for the operation of the Sewer Department for fiscal year July 1, 2020 to June 30, 2021 as follows: (Salaries, Expenses, Reserved Fund amounts). And we further move that the sum of \$140,944 be transferred to the General Fund to offset Sewer Enterprise indirect expenses and in order to meet this appropriation we move that the sum of \$1,297,355 be raised from Sewer Enterprise Receipts and \$50,000 be transferred from Sewer Retained Earnings.

Article 6

Judy Froman read the motion for Article 6

MOTION: We move that the Town vote to hear reports and recommendations of Committees and Town Officers.

Article 7

Judy Froman read the motion for Article 7

MOTION: We move that the Town to vote to close out the articles as printed in the schedule in Article 7 of the Town Meeting Warrant and to transfer the balances as follows: \$1,022.25 to Historic Preservation Reserves, \$244,424.64 to Community Preservation Undesignated Fund Balance and \$4,500.00 to Open Space Reserves.

Article 8

Judy Froman read the motion for Article 8

Motion: We move that the Town vote, upon the recommendation of the Community Preservation Committee, to raise and appropriate and reserve the sum of \$1,142,995 for the Community Preservation Fund Projects and Special Purpose Reserves listed in the Community Preservation Fund Committee report as printed in Article 8; and to meet this appropriation and reserve to appropriate the sum of \$1,142,995 from FY2021 Estimated CPA Revenues.

Article 9

Judy Froman read the motion for Article 9

MOTION: We move that the Town vote upon recommendation of the Community Preservation Committee to appropriate the sum of \$75,000 for the purpose of administrative and operating expenses of the Community Preservation Committee for

FY2021 and to meet this appropriation to transfer the sum of \$75,000 from the Community Preservation Undesignated Fund Balance.

Article 10

Judy Froman read the motion for Article 10

MOTION: We move that the Town vote to appropriate the sum of \$10,000 for the purpose of this article and to meet this appropriation to transfer the sum of \$10,000 from free cash.

Article 11

Judy Froman read the motion for Article 11

MOTION: We move that the Town of Bourne accept General Laws Chapter 44, Section 53F³/₄, which establishes a special revenue fund known as the PEG Access and Cable Related Fund, to reserve cable franchise fees and other cable-related revenues for appropriation to support PEG access services and oversight and renewal of the cable franchise agreement, the fund to begin operation for Fiscal Year 2021, which begins on July 1, 2020.

James Potter questioned if Article 12 will be printed without a motion or will there be a motion in place before it goes to print. Tony Schiavi said he asked the petitioners for a motion, since it is their article. He received a motion from Mr. Fisher which is currently being reviewed.

Voted: Peter Meier moved and seconded by Jared MacDonald to support the motions within the handbook for Special Town Meeting Warrant Articles 1& 2 and Articles 1-11 on the Annual Town Meeting as submitted.

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

Vote: 5-0-0.

Peter Meier stated that the Board of Selectmen took no action on article 12, the private petition, at this point.

f. Vote to accept the donation of an Upweller to the Department of Natural Resources from local Commercial Fishermen and local businesses

Tony Schiavi said we have a donation of an upweller to the Town of Bourne. We are recommending the Board accept this donation.

Voted: Jared MacDonald moved and seconded by James Potter to accept this donation.

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

Vote: 5-0-0.

9) Town Administrators Report

a. **Review and update on Town Meeting Plan**

b. **Discussion and presentation of Town Organizational Charts**

Tony Schiavi said we are going to meet at Jackson Field at the High School, the DPW Director, the Facilities Director for the school, Mr. Pickard, Mr. Cannon, the folks from the tent company, and myself to look at petitioning and layout for registration, non-voters, and media. We need to consider lighting, sound systems, and how to set up. We want to provide a safe place for Town Meeting to occur. We also need to be able to get folks from the parking lot to the venue.

Peter Meier questioned are we going to have a pre town meeting presentation to explain the articles and motions and procedures. Tony Schiavi said we haven't talked about it but we can if we have time to fit it in.

James potter suggested to use the electronic message boards to get information to the residents to remind them where the meeting is.

b Discussion and presentation of Town Organizational Charts

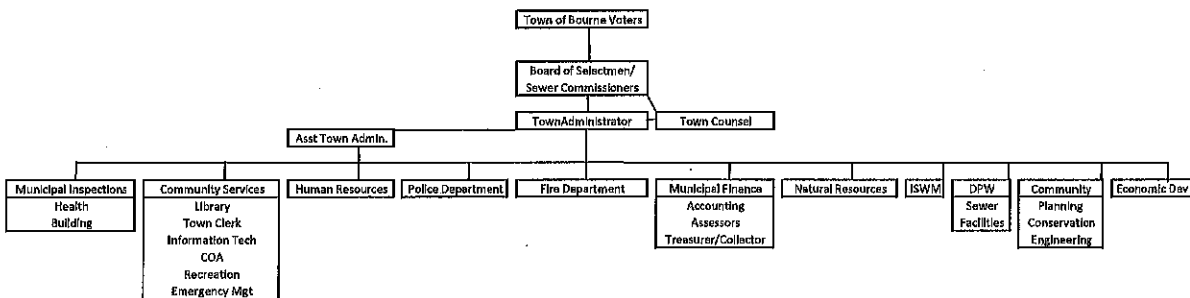
Tony Schiavi said we will include this information in the voter handbook.

Mr. Schiavi went over the Town organizational chart.

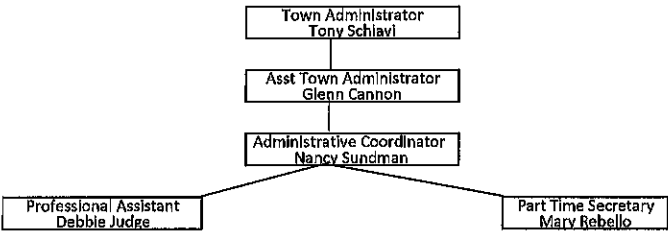
Major categories are: Municipal Inspections, Community Services, Human Resources, Police, Fire, Municipal Finance, Natural Resources.

Town of Bourne Voters – Board of Selectmen – Town Administrator

Finance Department, Building Dept, Council on Aging, Conservation, Department of Natural Resources, DPW, Engineering, Emergency Management, Finance, Fire Department, Health Agent, ISWM, IT, Library, Town Planner, Recreation, Police Department, Town Clerk's Office. May put a grade each position is at.

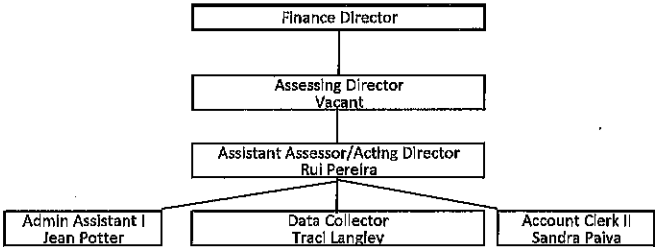


Updated: 5/26/2020



Updated: 5/11/2020

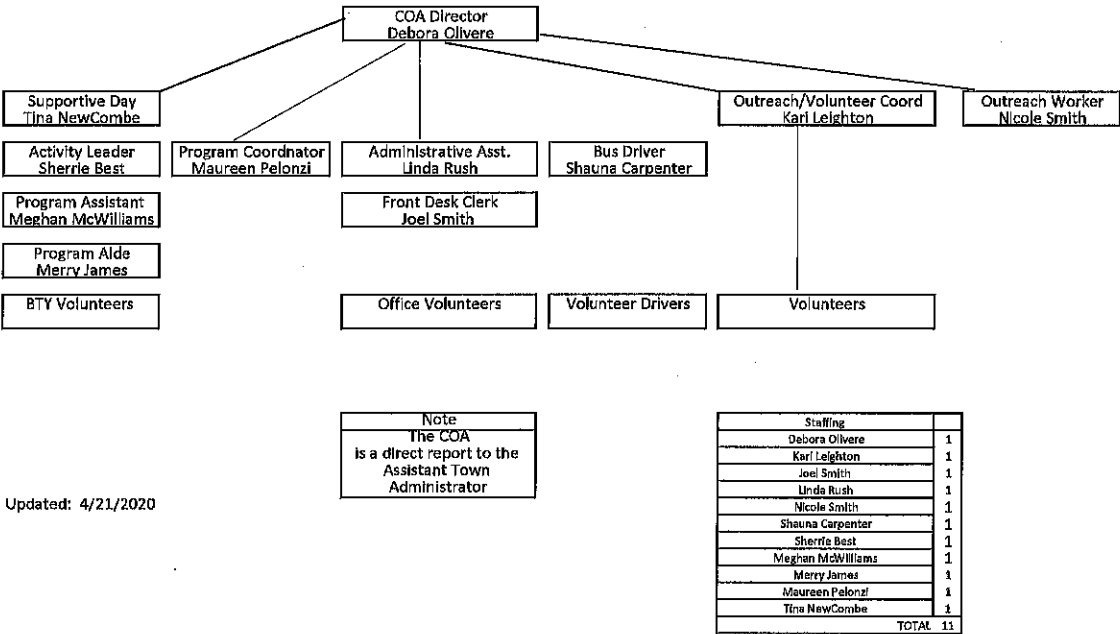
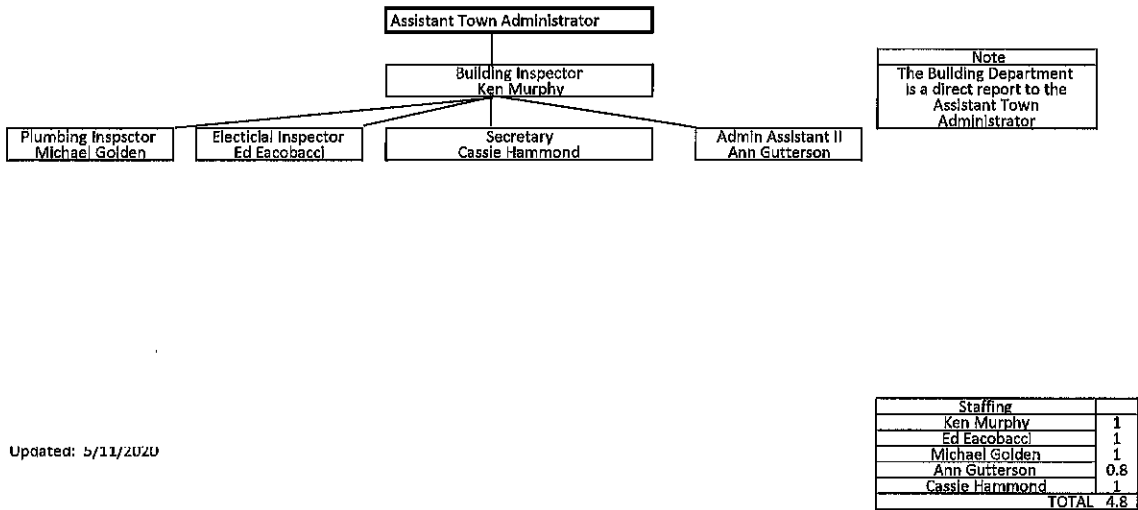
Staffing	
Tony Schiavi	1
Glenn Cannon	1
Nancy Sundman	1
Debbie Judge	0.3
Mary Rebello	0.4
TOTAL	3.7

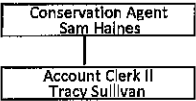


Note
The Assessing Dept is a direct report to the Finance Director

Updated: 5/11/2020

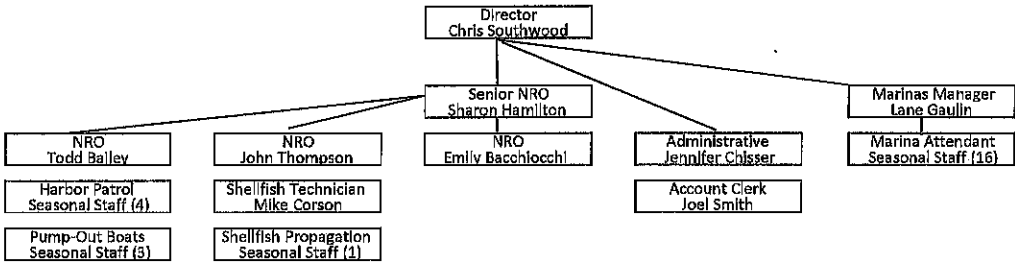
Staffing	
Vacant	1
Rui Pereira	1
Traci Langley	1
Jean Potter	1
Sandra Paiva	0.5
TOTAL	4.5





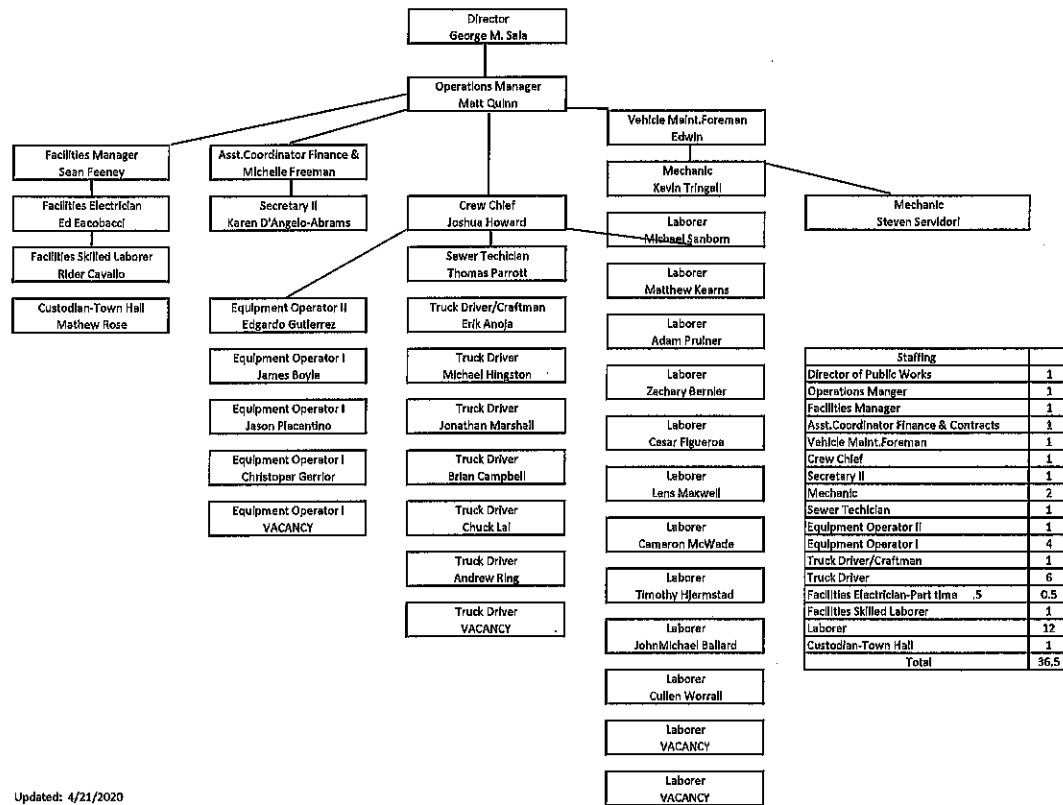
Updated: 5/11/2020

Staffing	
Sam Haines	1
Tracy Sullivan	0.3
TOTAL	1.3

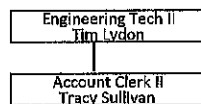


Staffing	
Full Time	9
Seasonal	24
TOTAL	33

Updated: 5/11/2020



Updated: 4/21/2020



Updated: 5/11/2020

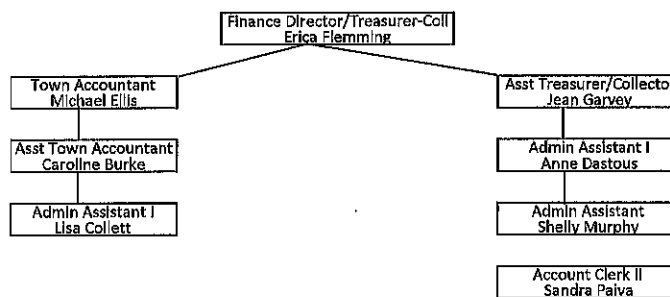
Staffing	
Sem Haines	1
Tracy Sullivan	0.1
TOTAL	1.1

Civil Defense Director
Charlie Noyes

Note
Emergency Management
is a direct report to the
Assistant Town
Administrator

Updated: 5/11/2020

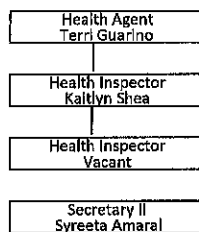
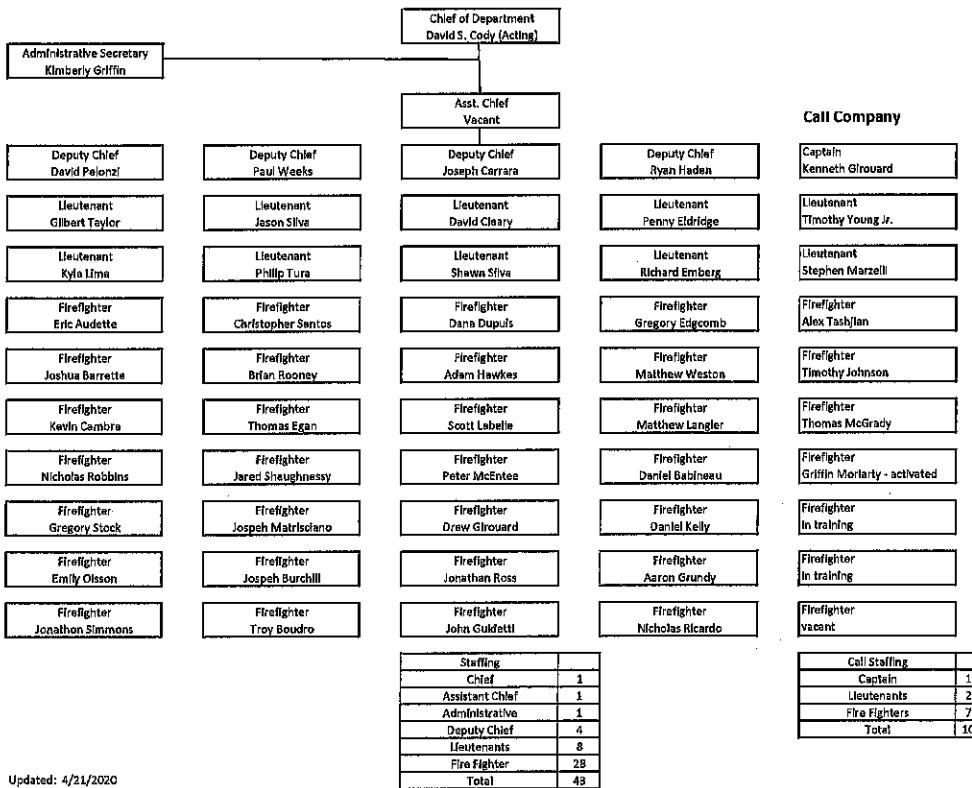
Staffing	
Charlie Noyes	1
TOTAL	1



Note
The Assessor's Office
works under the direction
of the Finance Director

Updated: 5/11/2020

Staffing	
Erica Flemming	1
Michael Ellis	1
Jean Garvey	1
Caroline Burke	1
Anne Dastous	1
Shelly Murphy	1
Lisa Collett	1
Sandra Palva	0.5
TOTAL	7.5

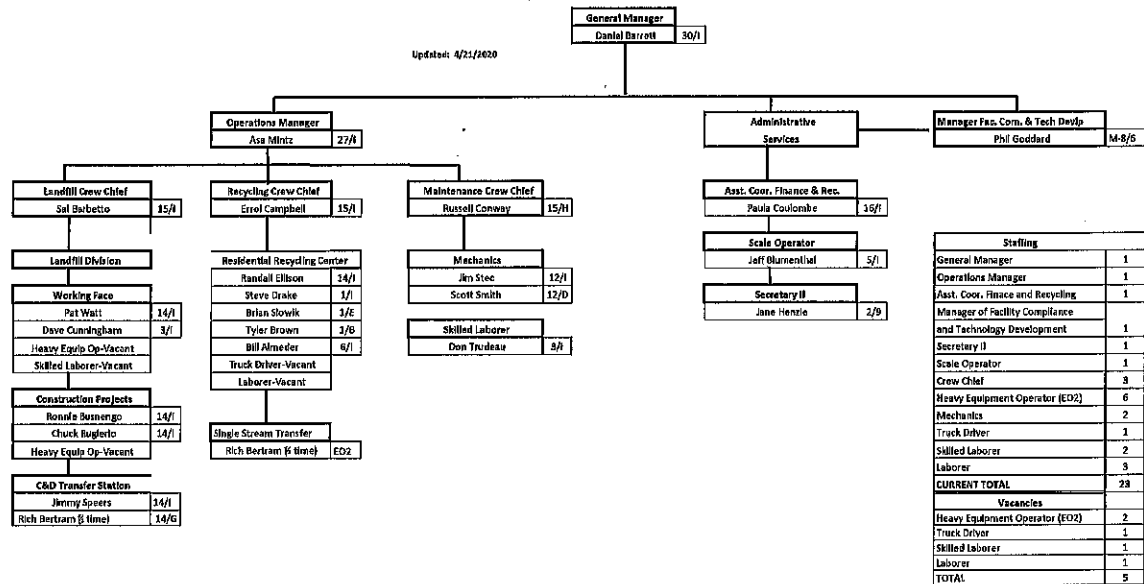


Note
The Health Department
is a direct report to the
Assistant Town
Administrator

Updated: 5/11/2020

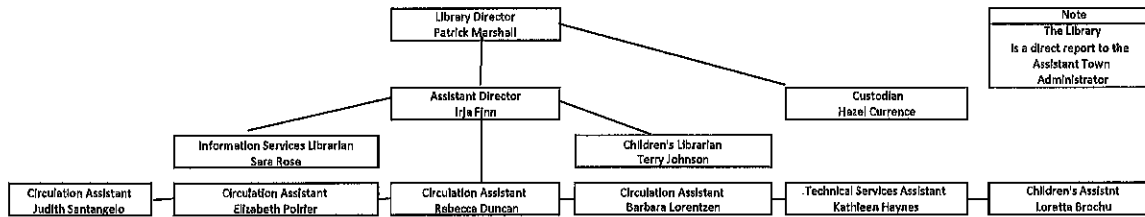
Staffing	
Terri Guarino	1
Kaitlyn Shea	1
Vacancy	1
Syreeta Amara	1
TOTAL	4

ISWM Organizational Chart



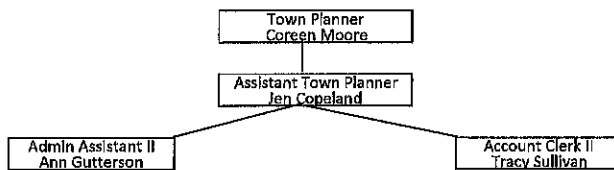
Updated: 5/11/2020

Staffing	
Hans Lomeland	1
Lou Spagnuolo	1
TOTAL	2



Note
The Library
is a direct report to the
Assistant Town
Administrator

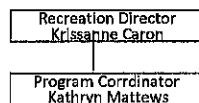
Updated: 5/21/2020



Staffing	
Library Director	1
Assistant Director	1
Info. Services Lib	1
Children's Librarian	1
Circulation Assistants	3.5
Technical Serv. Assts	0.5
Children's Assistant	1
Custodian	0.5
Total	9.5

Updated: 5/11/2020

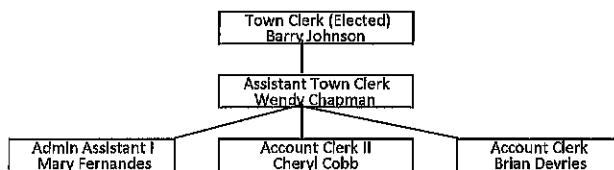
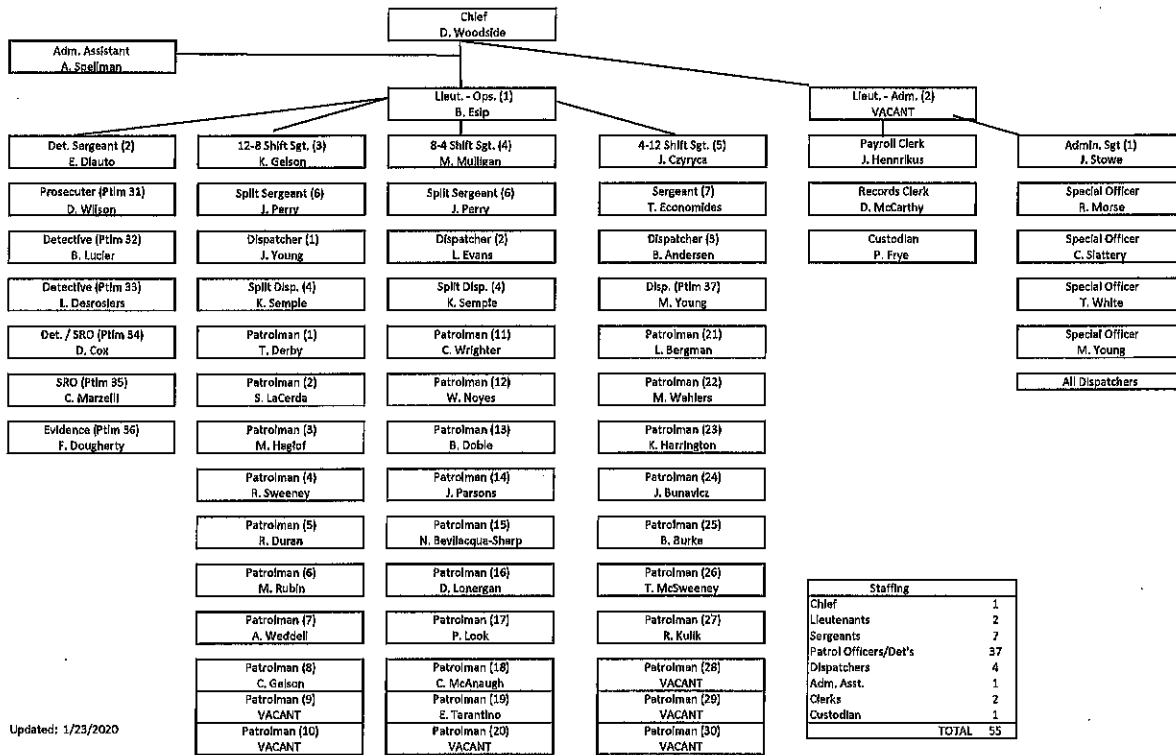
Staffing	
Coreen Moore	1
Jen Copeland	1
Tracy Sullivan	0.7
Ann Gutterson	0.3
TOTAL	2.9



Note
The Recreation Department
is a direct report to the
Assistant Town
Administrator

Updated: 5/11/2020

Staffing	
Krissanne Caron	1
Kathryn Matthews	1
TOTAL	2



Note
The Clerk's Department
is a direct report to the
Assistant Town
Administrator

Updated: 5/11/2020

Staffing	
Barry Johnson	1
Wendy Chapman	1
Mary Fernandes	1
Cheryl Cobb	1
Brian Devries	0.5
TOTAL	4.5

10) Correspondence

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

- A. Letter from the Brookside Club d/b/a The Sunset Grille has ceased operation effective May 4, 2020 due to the economic hardship from the COVID-19 Pandemic.
- B. National MS Society has cancelled this year's Bike MS: Cape Cod Gateway ride scheduled for June 27-28. They felt this was in the best interest of the participants, staff and communities given the current circumstances and guidelines from the CDC.
- C. Letter from Richard Conron regarding the "Voter Handbook" and is requesting the review of the requirements within the Town Charter for specific topics that should be included within the handbook.
- D. Upper Cape Cod Regional Technical School submitted the FY2019 Audited Financial Statement. [Copy on file in the Town Administrator's Office]
- E. Clean Harbors provided laboratory report for soil sample taken at Phillips Road across from #197. [Copy of report on file in the Town Administrator's Office]
- F. Energy Facilities Siting Board and Department of Public Utilities submitted Notice of Adjudication and Notice of Public Comment Hearing in connection with the proposal to construct, operate and maintain approximately 12.5 mile overhead electric transmission line in the towns of Bourne, Sandwich, and Barnstable.
- G. Upper Cape Cod Regional Technical School minutes of March 12, 2020
- H. Letter from FEMA that Bourne has until June 19, 2020 to adopt and have the Department of Homeland Security's Federal Emergency Management Agency Regional Office approve floodplain management measures that satisfy the National Flood Insurance Program regulations.

Peter Meier wanted to recognize the Seniors that graduate this year and say congratulations and good luck.

11) Adjourn

Voted Jared MacDonald moved and seconded by James Potter to adjourn. Meeting adjourned at 9:50 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.