

**Board of Selectmen
Minutes of Tuesday, June 16, 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

2:28 AUG -5 AM ID: 22
TOWN CLERK BOURNE

RECEIVED

Others that joined the meeting: Renee Gratis, Erica Flemming, Mary Jane Mastrangelo, Gary Maloney, Margaret Maloney, Terry Guarino, Peter Lewitt, Karen Rea, Ronique Goldstien, Tara Greco, Karen & Kevin Cronburg, Lisa Haglof, Jennifer Kennedy, Tim Lydon, George Seaver, Bill Russel

Note this Zoom video conference 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: 859 4470 2088 Password: 616133 or by using the following Link below:

<https://us02web.zoom.us/j/85944702088?pwd=03ZVNOISNVdOTIjyYS9kSS9LWmpGUT09>

If you already have the Zoom App downloaded to your device or computer, you may simply join the meeting by entering the Meeting ID and Password noted above, or go to <https://zoom.us/meetings> and look for the Join Meeting button.

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, our public safety personnel, and healthcare workers / 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: 6-2-20 & 6-8-20

Voted: Peter Meier moved and seconded by Jared MacDonald to approve the minutes from June 2, 2020.

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

Voted: Peter Meier moved and seconded by Jared MacDonald to approve the minutes from June 8, 2020.

Roll Call Vote: George Slade – Yes, Peter Meier – Yes, Jared MacDonald – Yes, Judy Froman – Yes. James Potter lost connection.
Vote: 4-0-0.

7) License/Permits/Appointments

- a. **7: 15 PM Underground Utility Installation Hearing: Extension of utilities (underground) from existing poles on Grasslands Lane, Cataumet**
- b. **Discussion and possible vote on the Pucino Ride request by the SSG Matthew A. Pucino Memorial Foundation LTD, Lisa (Pucino) Haglof**
- c. **Discussion and possible vote on the July 4, 2020 parade request by Jennifer Kennedy**
- d. **Buzzards Bay Brewing of Bourne, LLC — Application for a Common Victualer (Food) License**
- e. **Covid-19 Update**

7.a. 7:15 PM Underground Utility Installation Hearing: Extension of utilities (underground) from existing poles on Grasslands Lane, Cataumet

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

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

Vote: 5-0-0.

Judy Froman read the notice.

NOTICE:

You are hereby notified a public hearing will be held at 7:15 P.M. on Tuesday, June 16, 2020 upon your petition dated March 9, 2020 from NSTAR Electric Company (d/b/a Eversource Energy) for the installation of PVC Conduit, hand holes and underground cable and conduit location on Grasslands Lane in Bourne. This petition is necessary to bring service to a new home on 1 Maple Avenue in Bourne. The meeting will be Zoom Remote with access for the phone number for calling in on the posted agenda on June 16, 2020.

Notices were sent to abutting neighbors.

Karen Rea, Eversource Energy, said Eversource is requesting permission to place underground utilities on Grasslands Land, which would consist of 310 ft of underground cable and conduit and two hand holes. This new underground service would service the new home at 1 Maple Ave. This petition replaces the original petition to place overhead poles and lines which we withdrew last month.

Peter Lewitt wanted to thank everyone involved, it is a great outcome for the neighborhood.

Tara Greco, property owner of 1 Maple Ave, said we have collectively agreed to an underground path, will work with Eversource to get the project executed, and will work with Comcast.

Karen & Kevin Cronburg, 4 Grasslands Lane, said pole number 3 right in front of our house, is the pole they will be bringing the underground service to, and it is on our property, we don't want people digging on our property.

Karen Rea said at some point last year the pole was moved a few feet onto the Cronburg's property. We will have the pole and the overhead wires relocated to the original position it was last year.

Kevin Cronburg said they don't want the pole wires to go across their property.

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

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

Vote: 5-0-0.

Voted: Peter Meier moved and seconded by Jared MacDonald to approve the installation of new underground utilities on Grasslands Lane, Cataumet, as shown on the plan of Grasslands Lane showing Proposed Conduit and Handhole Locations by Nstar Electric d/b/a Eversource, dated June 4, 2020. The underground utilities are necessary to bring service to a home on 1 Maple Avenue, Cataumet.

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

Vote: 5-0-0.

7.b. Discussion and possible vote on the Pucino Ride request by the SSG Matthew A. Pucino Memorial Foundation LTD, Lisa (Pucino) Haglof

Start Date: July 12, 2020 – Rain Date – July 11, 2020; Applicant: Lisa [Pucino] Haglof [508.737.4588] lisa@matthewwpucinofoundation.org, SSG Matthew A. Pucino Memorial Foundation LTD, 56 Siasconset Drive, Sagamore Beach; Request: 10th Annual Blackbeard's Ride in memory of SSG Matthew A. Pucino. Motorcycle Ride for our wounded veterans, starting at Bourne Town Hall, Perry Avenue to Main Street, and merging onto the Scenic Hwy. Request to place Bouse houses on site at Town Hall, Request extra trash bins and recycle bins to be placed at Town Hall.

Judy Froman said on the routing slip, the venue has changed from the Community Building to Bourne Town Hall. Jared MacDonald said it was moved to allow everyone to distance themselves during the quick ceremony. They will ride out to Main Street pass the memorial clock, onto Scenic Highway then onto the bike route.

Lisa Haglof said she put forward a plan for July 12th.

Tony Schiavi said the guidance that comes out is broad, the Governor's intent is to avoid any organized activity that would draw many people to one spot. This may be a Phase 3 activity, could provide a conditional approval under Phase 3.

James Potter questioned the extra trash barrels and the bouse house, whether the event organizer would provide and take care of them. Lisa Haglof said every year the town has put out a couple extra trash barrels, the bouse house will be taken care of by us.

Jared MacDonald said we could approve base on whether the phase moves forward

George Slade said if there is a conditional approval authorized, and the conditions worsen, are there irreversible costs that would be onerous on the organizers. Lisa Haglof said not at this time, it is the amount of time we spent planning this event. There has been a lot of planning. If we have to wait a little we understand.

Voted: Jared MacDonald moved and seconded by James Potter to allow the Pucino Ride as requested by SSG Matthew A. Pucino Memorial Foundation LTD, provided that before the event date, this type of event is allowed by Governor Baker's Guidelines for Re-opening.

Peter Meier suggested letters be sent out to the abutters regarding the event. Lisa Haglof prepared letters for the abutters and they are ready to be sent out once it is approved.

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

7.c. Discussion and possible vote on the July 4, 2020 parade request by Jennifer Kennedy

Start Date: 5/29/20; Applicant: Bourne on the 4th of July Jennifer Kennedy, 25 Rip Van Winkle Way, Buzzards Bay, bournejulyparade@gmail.com; Location: Main Street, Academy Drive, Old Bridge Road and Town Hall; Request: 4th of July Parade, 13th Annual Bourne on the Fourth of July Parade July 4, 2020 – 9:00 a.m. to 12:00 p.m. The parade will begin at 10:00 a.m. and be approximately 90 minutes in length. Start at Academy Drive and Main, proceed down Main Street and finish at the Bourne Veterans' Memorial Community Building parking lot.

1. Use of town hall parking lot exclusively for parade participants, volunteers and town employees. 2. Permission to close Main Street from Perry Avenue to Academy Drive on July 4th from 9:45 to end a parade. 3. Permission to enforce a parking ban on Main Street from Perry Avenue to Academy Drive on July 4th from 9:45 until the end of parade. 4. Permission to enforce a parking ban for all of Perry Avenue and Everett Road from Perry Avenue to Town Hall's Everett Road exit. 5. Permission to enforce a parking ban for Cohasset Avenue starting at 9:45 with parking and travel restrictions beginning at 9:00 a.m. 6. Permission to hang banner over Main Street to be displayed approximately two weeks prior to the parade. 7. Insurance coverage from town for parade day. 8. Permission to place signs on the Main Street and Pocasset. Also tent signs at various locations the week of the parade.

Judy Froman read the Routing Slip.

Jennifer Kennedy said we submitted new protocols for the parade. We are not using MMA we will be staging on Cohasset. We will be able to keep our participants within social distancing protocol. We are asking them to sign a document stating we are requesting social distance, and using face masks. We are proposing to lengthen the parade so there is more room for social distancing for the spectators. The parade will go from the beginning of Main Street down by the small rotary and the gas station loop around down by WayHo and down to Old Bridge Road and go to Town Hall. We are proposing only riding on vehicles or on the back of vehicles. The parade will probably only last 25-30 minutes.

Renee Gratis said under Phase 3 under games, tournament, and spectator events there will be limited crowd sizes. Will there be any enforcement on the crowd sizes? Jennifer Kennedy said she can't judge how many people will attend the parade, and cannot enforce the crowd size. We are asking people to social distance and wear masks. Participants will be following protocols. We are trying to make it a safe event.

Jared MacDonald said we can possibly move it to another date, possibly same time frame as the fireworks. James Potter said the parade should consider an alternate date. Would like to see it happen, but don't think it would be manageable now. Judy Froman said she is not in favor of the parade at this stage in time. Peter Meier suggested to see what happens towards the end on the month.

Voted: Jared MacDonald moved and seconded by George Slade to deny the request of Jennifer Kennedy for a July 4, 2020 parade along Main Street Buzzards Bay due to the restrictions on parades (Phase IV) as outlined in the REOPENING MASSACHUSETTS Guidelines for industries on the reopening plan as of June 1, 2020

Roll Call Vote: Peter Meier – No, Jared MacDonald – Yes, James Potter – Yes, George Slade – Yes, Judy Froman – Yes
Vote: 4-1-0.

7.d. Buzzards Bay Brewing of Bourne, LLC — Application for a Common Victualer (Food) License

Bill Russell, Buzzards Bay Brewing, briefly went over the Common Victualer Food License request. Were advised we should apply for a food license. We have a handful of food items we have been serving. A few items require refrigeration and a little bit of preparation on site.

Voted: Jared MacDonald moved and seconded by James Potter to approve a Common Victualer License for Buzzards Bay Brewing of Bourne, LLC pending the establishment passes a Certificate of Inspection by the Building Inspector and the Building Inspector issuing a Temporary Certificate of Occupancy.

James Potter said he wouldn't consider the food offering something we would do moving forward for a true Common Victualer License, but under these circumstances it is fine.

Jared MacDonald said this isn't doesn't fall under Food Common Victualer License, we can approve it temporarily. When it comes for the renewal, it can go back into its appropriate place.

Gary Maloney questioned is this a temporary license valid through November or a full Annual License. Judy Froman said it will be a temporary license.

Glenn Cannon said the Common Victualer is renewed each year, we can address this next year when they renew their license.

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

7.e. Covid-19 Update

Tony Schiavi said we are in Phase 2; it is a two-step process for Phase 2. By the end of the week we should get information on when we will be getting into step two of Phase 2. Started curbside pickup for the public library. Bourne Rec couldn't run their summer programs, as normal, they will provide some outdoor activities. We are providing ways for people to do business with the town, by apt. or online.

Terry Guarino said as of today we had 0 active cases in the town of Bourne.

Peter Meier questioned opening up playgrounds/splash pad. Tony Schiavi said there are sector specific guidelines we have to follow. If we do open up we have to make sure we can meet the requirements/guidelines.

8) License/Appointments

- a. **Review and vote to approve deficit spending request for July 2020 (1/ 12th Budget)**
- b. **Discussion and possible vote to approve written request to DLS Director of Accounts to approve Emergency Expenditures related to COVID-19 under MGL C. 44, s. 31**
- c. **Discuss and approve signing of the sale and issuance of bond anticipation notes**
- d. **Annual Selectmen Committee Appointments**
- e. **Discuss and vote of a continuance of Town Meeting date/time**
- f. **Discussion and possible vote regarding the proposed amended Motion to Article 2 (FY 21 Operating Budget) of the ATM by the Finance Committee**

8.a. Review and vote to approve deficit spending request for July 2020 (1/ 12th Budget)

Tony Schiavi said we are doing a lot of planning for Town Meeting on June 29th to get appropriations to go into FY 21.

Erica Flemming said we are required to develop this plan so we can achieve uninterrupted Government operations and prudent physical restraint going forward. Without a budget or approval, we would have no authorization to spend after June 30th. Completion has been advised by the Department of Revenue for anyone whose town meeting is to be held after June 15th. We anticipate the budget being approved but this spend planned is just in the event our budget does not pass on June 29th.

**Deficit Spending Approval
Single Month Budget Request**

Bourne - 036 - 2021

Date of the Annual Meeting: June 29, 2020

<u>Expenditure Description</u>	<u>Amount</u>
Municipal Expenditures	\$ 10,153,301.66
School Expenditures	2,070,661.79
Enterprise Funds	818,931.51
July FY2021 Authorized Amount	\$ 13,042,894.96

Approved

Date of BoS Meeting: June 16, 2020

Selectmen

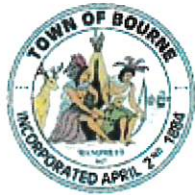
Voted: Peter Meier moved and seconded by Jared MacDonald to approve the July 2020 deficit spending as presented for the 1/12 budget.

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

Vote: 5-0-0.

8.b. Discussion and possible vote to approve written request to DLS Director of Accounts to approve Emergency Expenditures related to COVID-19 under MGL C. 44, s. 31

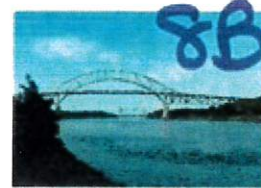
Erica Flemming said this will allow the town to deficit spend for COVID-19 related expenditures. For accounting purposes, we are moving anything related to COVID-19 mutual fund outside of our General Fund which is our regular operating budget in anticipation of federal funding reimbursement. Because the timing of these reimbursements is unknown, we will have a deficit in those accounts. As long as we request approval it's OK to keep a deficit there and it will not hit our Free Cash and reduce that balance going forward.



JUDITH MACLEOD, FROMAN, CHAIRMAN
JAMES L. POTTER, VICE CHAIRMAN
GEORGE G. SLADE, JR., CLERK
PETER J. MEIER
JARED P. MACDONALD

TOWN OF BOURNE *Board of Selectmen*

24 Perry Avenue - Room 101
Buzzards Bay, MA 02532-3496
www.townofbourne.com



Phone: 508-759-0400 x1503
Fax: 508-759-0420

June 16, 2020

Mary Jane Handy
Director of Accounts
Division of Local Services
PO Box 9569
Boston, MA 02114-9569

RE: Emergency Expenditures Related to COVID-19 under G.L. c. 44, § 31

Dear Ms. Handy,

We are writing to request spending approval for emergency expenditures related to COVID-19 under G.L. c. 44, § 31. We estimate the total spending amount required to address the emergency situation to be \$600,000. A description of the anticipated expenditures are identified in the table below.

Emergency Expenditure Request Estimate	
Expenditure Type	Amount
Personnel Costs	\$ 75,000
PPE/Sanitization/Equipment	\$ 200,000
Distance Learning/Remote Working Costs	\$ 325,000
Total Request	\$ 600,000

We appreciate your consideration and look forward to hearing back from you.

Sincerely,
Board of Selectman

Judith MacLeod Froman

James L. Potter

George G. Slade, Jr.

Peter J. Meier

Jared P. MacDonald

Voted: Jared MacDonald moved and seconded by James Potter to approve and send the emergency expenditures related to COVID-19 request to the Director of Accounts.

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

8.c. Discuss and approve signing of the sale and issuance of bond anticipation notes

Erica Flemming said this is to cover any potential deficit in the Wastewater Account specifically because we don't want anything to hit our Free Cash, especially this year. The interest cost is extremely low this year. This is a fail-safe so we can make sure that our Free Cash remains intact.

**MUNICIPAL NOTE SALE INFORMATION**

Sale Information
Day: Tuesday
Date: June 09, 2020
Time: 11:00 AM

Issuer: Town of Bourne, MA
Amount: \$150,000.00
Dated: 6/23/2020
Due: 4/9/2021
Contact Name: Erica Flemming
Title: Treasurer
Phone: (508) 759-0600 ext. 1320

Type:
 BAN

Bank Qualified:
 Yes 2020

New/Renewal:
 New

Tax Status:
 TAX-EXEMPT

Paying Agent:
 UniBank For Savings

Disclosure:
 No

Project Description:
 Sewer & Wastewater

Certification:
 Bureau

Award Basis:
 Lowest NIC

Legal Opinion:
 No

Right to Prepay:
 No

Interest Basis:
 30/360
 No. Of Days: 286

CUSIP:
 Optional

Rating:
 Note: No
 Current Bond: AAA

Bid Basis:
 Pari/Premium X
 Minimum Premium:

Bid Limits:
 All or none X Split
 Minimum Amount:

Additional Info:
 \$115,760 Wastewater
 \$ 34,250 Sewer

Bid Specifics:
 Registered or DTC Book-Entry

RESULTS

BIDDER	AMOUNT	RATE	DATE/TIME	PREMIUM	NIC	AWARD	REOFFER
Century Bank & Trust Company	ALL	.750%	6/9/2020 09:56 AM	\$0.00	750000	\$150,000.00	NR
Newburyport Five Cents Savings Bank	ALL	1.150%	6/9/2020 09:54 AM		1150000		
UniBank For Savings	ALL	1.250%	6/9/2020 09:35 AM		1250000		
Cape Cod Five Cents Savings Bank	ALL	1.500%	6/9/2020 09:35 AM		1500000		

*=Underwriter

UniBank Fiscal Advisory Services, Inc. (UFASI) is a subsidiary of UniBank for Savings (UniBank) and any bid submitted by UniBank is in keeping with its own investment goals and is not submitted by or on behalf of UFASI.

If a bidder on the Notes intends to reoffer the Notes to the public, such bidder agrees, by submitting a bid, to abide by the so-called "hold the price" rule under the United States Treasury Department's Issue Price Regulations that became effective on June 7, 2017.

To the best of the Issuer's knowledge and belief, interest on the Notes is excluded from gross income for Federal income tax purposes, and interest on the notes is also exempt from Massachusetts personal income taxes. The Issuer expects to designate the notes as "qualified tax-exempt obligations" for Federal income tax purposes. It should be noted, however, that the Issuer has not engaged the services of bond counsel or any other counsel to render a legal opinion with respect to the treatment for Federal or Massachusetts income tax purposes of interest on the Notes.

Voted: Peter Meier moved and seconded by Jared MacDonald to approve the sale and issuance of bond anticipation notes (BAN) to cover year-end deficits related to wastewater project and to allow the selectmen stamps to be used on the document.

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

8.d. Annual Selectmen Committee Appointments

Judy Froman said under the Capital Committee it lists Mary Jane Mastrangelo as an individual, but she is representing FinCom.

Voted: Peter Meier moved and seconded by Jared MacDonald to approve the slate of Annual Selectmen Committee Appointments as presented.

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

8.e. Discuss and vote of a continuance of Town Meeting date/time

Judy Froman said in case Town Meeting doesn't finish on June 29th, we need another date. The date that was recommended was June 30th 7:00 p.m. 75 Waterhouse Road, Bourne for the continuation of Town Meeting.

Peter Meier said we usually don't make this decision until the end of the first night of Town Meeting.

Tony Schiavi said since we have to rent tents and other items, we should lock the dates in incase we have to go to a second night, so we should let the vendors know.

James Potter said at Town Meeting the motion for continuing Town Meeting is made at the meeting. Anyone can make that motion, and then it is voted on. We should decide on another date that we would like.

Voted: Peter Meier moved and seconded by Jared MacDonald to recommend June 30, 2020 at 7:00 p.m. at 75 Waterhouse Road in Bourne, MA as the potential continuation date for the Bourne Annual Town Meeting.

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

8.f. Discission and possible vote regarding the proposed amended Motion to Article 2 (FY 21 Operating Budget) of the ATM by the Finance Committee

Mary Jane Mastrangelo said the Finance Committee voted 10 in favor and 1 opposed to recommend an amendment to the budget. The Finance Committee looked at their budget increase of over \$7000 for the recording secretary and felt that that budget increase was

not needed for this year. Having minutes charge to our committee that are for other committees, it would not be paid for under the general fund if this change was made. The Finance Committee felt that reducing the recording secretary budget and allowing \$4000 to be put to the VNA to level fund their budget. Considering they have had an important position in tracking cases of COVID-19 and working with the Health Department, which will probably continue this year that reducing their budget would be uncertain as to the result. The Food Pantry, may be OK if they can get grants and donations, but the economic fallout of COVID-19 is uncertain and we are going to have families who need this service. The position of the Finance Committee was the reduction in the Finance Committee recording secretary budget and putting that \$4000 to the VNA and \$2800 to the Food Pantry would better serve the citizens at this time.

James Potter said we did discuss this several weeks ago and we did vote to maintain the budget and it is printed in the Warrant. The secretary budget does state Finance Committee, but that was spread across all committees. Taking money from that account could jeopardize recording secretaries for all the committees. All the committees rely on that fund for the recording secretaries. It is suspect to say money going to a specific organization, such as the VNA or the food pantry, the money in the line item goes to Human Services, and Human Services decides what organizations receive that money. The Board of Selectmen don't determine how much is going to these different organizations.

Jared MacDonald said he has been in contact with both the organizations, those moneys were set based on the current need. There isn't a greater need as is being suggested. VNA cannot provide some services at this time. The budget was already brought forward, agreed upon, and set; we shouldn't undermine the process that has been set.

Mary Jane Mastrangelo said the VNA is under contract to feed the public health nurse for the Town of Bourne. Food Pantry, if the budget is increased, they don't have to spend the money but they will have it if they need it. The Finance Recording Secretary that is not a general bucket for recording of secretary minutes for other committees. There is a line item under the Board of Selectmen that has recording secretary minutes for other committees. The Board of Selectmen has an opportunity to vote a budget that would be a single budget voted by Town Meeting based on the Finance Committee recommendation. If the Board of Selectmen chooses not to make that recommendation, it is the Board of Selectmen's budget that goes to Town Meeting. That will be the motion that is read by the Finance Committee. After the Board of Selectmen's budget motion is made the Finance Committee will make a motion for the adjustment of \$6800. Then it will be up to Town Meeting to decide.

Tony Schiavi said the Board talked to the Executive Director of the Food Pantry for what their current needs are. Members of the Board have also talk to the VNA. There may be additional services we will need from the VNA during this pandemic.

The Human Services Committee receives a budgeted amount and were requested to look at the organizations that are supported with that money, and to figure out where they need to make their allocations. It isn't right to change that without talking to the Committee first. There is nothing vetted with the committees regarding the recording secretaries.

Recommend to go forward with the budget that was approved. Mr. Schiavi suggested the VNA should be pulled out of the Human Services and should have a line item under the Board of Health.

Jim Potter said it doesn't seem like any of the reductions of the recording money was on an agenda and voted by any committee. We have never received a letter from the Health Department or the Board of Health regarding a problem with the funding. We have never received a letter from any organization, with the proposed budget, that there was a problem with the funding. We have received no correspondence that there have been any issues with the budget as presented.

Jared MacDonald said there has been no correspondence regarding what has been allotted or budgeted. Don't see a need to change the process, based on the fact there is no extensive need. Agree we should move the VNA out of Human Services, because there are contracts involved and there should be line items for that.

Mary Jane Mastrangelo said members of the Human Services committee and the VNA have been contacted and we have had communication with the Board of Health. The Wastewater Committee and the Police Committee are understanding that the General Fund should not be paying for the secretaries for those committees.

Voted: Jared MacDonald moved and seconded by James Potter to not support the proposed amended motion to Article 2 of the Annual Town Meeting by the Finance Committee.

Roll Call Vote: James Potter – Yes, George Slade – No, Peter Meier – No, Jared MacDonald – Yes, Judy Froman - No
Vote: 2-3-0. – Motion did not pass

Voted: Peter Meier moved and seconded by George Slade to support the proposed amended motion to Article 2 of the Annual Town Meeting by the Finance Committee.

Jim Potter said we shouldn't entertain that amendment this late, these are tax payers dollars, if we have a debate on Town Meeting floor it can be discussed then. We have no documentation regarding this. I would not recommend our Board pursue.

Roll Call Vote: George Slade – Yes, Peter Meier – Yes, Jared MacDonald – No, James Potter – No, Judy Froman - Yes
Vote: 3-2-0.

9) Town Administrators Report

- a. **July 4, 2020 holiday schedule (Closing Town Offices on Friday July 3, 2020)**
- b. **End of Year Budget Transfer meeting in Mid-July**
- c. **Gardner/Briarwood Bridge Update**
- d. **Town Meeting Preparation**
- e. **Council on Aging Supportive Day Program**

9.a. July 4, 2020 holiday schedule (Closing Town Offices on Friday July 3, 2020)

Tony Schiavi requested for the Town offices to be closed on Friday July 3rd. It will be posted on the website.

9.b. End of Year Budget Transfer meeting in Mid-July

Tony Schiavi said there may be budget transfers that need to be made. Since it has to be done by July 15th, we are looking to have the meeting the second week of July.

9.c. Gardner/Briarwood Bridge Update

Tony Schiavi said he gets updates; the state had secured no less than \$200,000 for the repair/rebuilding of the Gardner/Briarwood Bridge. The town was asked to be the contracted Administrator. The contract we received in February was not suitable to us because it required the town to cover any costs over \$200,000. Had a request in for the state to assist us in developing the engineering plan, the scope of work, and specifications for that. Can't move forward until we get the assistance so we can get an RFP package put together, get a price, and make sure it fits within the funding that is allocated. We aren't spending town resources on the project.

9.d. Town Meeting Preparation

Tony Schiavi went over the Town Meeting preparations. We are moving forward. Vendors are in place. Created a Town Meeting button on the website. The voter handbook was sent to the publisher last Friday, it is available online. Working on the Tips for Town Meeting pamphlet. Would like to request mandatory masks by people attending Town Meeting. Will have a couple handicap parking spaces close to the field and we will have golf carts to assist people to get to the field. Will have someone suggesting voters where to park to best access the field.

9.e. Council on Aging Supportive Day Program

Tony Schiavi said the Supportive Day Program will not be able to open in the foreseeable future. The risks outweigh the benefits. We are working on developing other types of programs that can be offered safely. It will affect 4 employees, 1 employee is being moved to another job within the Council on Aging, and the other 3 are being furloughed.

Judy Froman read the statement from Debora Oliviere regarding the closure of the Supportive Day Program known as Bridging the Years.

10) Correspondence

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

A. Notice from Xfinity on changes to packages.

- B. Letter from Coneco Engineers regarding Public Involvement Notification, Phase V Completion Report and Permanent Solution with No Conditions – 372 Barlow's Landing Road, Pocasset.
- C. Letter from Robert Cavanagh regarding compliant/notification on the drainage pit on his property located at 4 Anne Lane, Bourne
- D. Cape Cod Watershed Mapping Update
- E. Letter from Jean and Paul Regazio writing to support an increase in budget for the Food Pantry and Visiting Nurses Assoc.
- F. Formal notification from Federal Emergency Management Agency that the proposed Flood Hazard Determinations that were presented in the preliminary copies of the revised Flood Insurance Study and Flood Insurance Rate Map have been rescinded.

Judy Froman wanted to remind everyone that next Tuesday is Election Day. Please show up with your mask and pen or pencil so you can vote.

11) Adjourn

Voted: Jared MacDonald moved and seconded by Peter Meier to adjourn. Meeting adjourned at 10:21 pm.

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

Vote: 5-0-0.

Respectfully submitted – Carole Ellis, secretary.