

**Board of Selectmen  
Minutes of Tuesday, June 5, 2018  
Bourne High School Library/Media Center  
Bourne, MA 02532**

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TA Tom Guerino  
ATA Glenn Cannon

**Selectmen**

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

RECEIVED  
2018 JUL 17 AM 9:30  
TOWN CLERK BOURNE

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

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

**Documents**

**EXECUTIVE SESSION**

**6:00 P.M. Call public session to order in open session.**

To conduct strategy session with respect to litigation for Cumberland Farms, Inc. v. Daniel Doucette et al, Land Court Department Case No. 17MISC000063; Elizabeth Gillis Warden v. Town of Bourne Zoning Board of Appeals et al, Land Court Department case No. 18MISC000113; Fire Department Civil Service Hearing (Regis, Swartz) inasmuch as an Open Meeting will have a detrimental effect on the litigation position of the Town in each of these cases and the Chair has so declared; Discussion of issues relating to acquisition of the Hoxie School Property inasmuch as the Chair has declared that an open meeting will have a detrimental effect of the negotiation position of the Town; Strategy sessions in preparation for contract negotiations related to a Host Community Agreement with the Haven Center inasmuch as the Chair has declared that an open meeting will have a detrimental effect on the negotiation position of the Town; Discussion of the lease or value of real property owned by the Town inasmuch as the Chair has declared that an open meeting will have a detrimental effect on the negotiation position of the Town.

**Roll call vote to convene in Executive Session for the purposes stated. The Board will reconvene in open session following the Executive Session at approximately 7 P.M.**

**Roll call vote to reconvene in open session.**

**Meeting Called to Order**

Chm. Meier reconvened the open meeting at 7:12 pm.

Peter Meier stated no action was taken in executive session.

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

**Public Comment - Non-Agenda Items**

Bob Schofield, Pocasset, Cape Light Compact Representative from Bourne gave an update on Cape Light Compact Rebates. For a limited time Cape Light Compact is doubling the incentive to recycle a refrigerator and freezer \$100 before June 15<sup>th</sup> and they will pick up. Crane Appliance is doing a turn-in event for dehumidifiers on June 9<sup>th</sup> in East Falmouth and June 16<sup>th</sup> in Orleans, rebate of \$30, limit of two turn-ins per residential electric account. The Compact's participation in the Eversource Rate case, which was approved by the MA Department of Public Utilities in January, resulted in approximately \$8M in savings to southeastern Massachusetts electric customers, including the Cape and Vineyard, in 2018.

**3) Approval of Minutes: 5/22/18**

**Voted** Judy Froman moved and seconded by James Potter to approve the minutes as submitted. Vote 5-0.

**4) Correspondence**

James Potter brought the Board and the public up to date on the correspondence

- A. Selectmen received invitation to the Class of 2018 175<sup>th</sup> Commencement for the Massachusetts Maritime Academy on Saturday, June 23, 2018 and to the Sunset Reception honoring the Class of 2018 on Friday, June 22, 2018.
- B. Monica Layton submitted letter of resignation from the Council on Aging effective June 2018.
- C. Letter from DEP affirms the Harbormaster's decision to deny a 10a permit application for Elizabeth Francis.
- D. Letter from DEP regarding Joseph C. Roper, Mooring 18R, Gray Gables has overturned the denial of Bourne Harbormaster and to reinstate the referenced mooring.
- E. Letter from Massachusetts School Building Authority re: Town of Bourne, James F. Peebles Elementary School, Construction Change Order 1.
- F. Cape Light Compact activity report for March 2018.
- G. Upper Cape Cod Regional Technical School submitted Operating Budget for Fiscal Year ending June 30, 2019 [Copy on file in the Town Administrator's Office].
- H. Notice from MA ALB Cooperative Eradication Program that they will be in the area of 0 Head of the Bay Road, Buzzards Bay to inspect trees susceptible to Asian Longhorned Beetles [ALB]
- I. Letter from Richard Conron regarding Joint Base Cape Cod
- J. Division of Marine Fisheries Seasonal Status Change - Status Closed to Shellfishing

- Redbrook Harbor [June 1 - October 31]
- Pocasset Harbor - Barlow's Landing [June 1 - October 31]
- Monument Beach Marina [June 1 - October 31]
- Wychunas Avenue - water and flats of Buttermilk Bay [June 1 - July 31]

Tom Guerino said regarding letter B Board of Selectmen will have a letter of thanks for Monica Layton thanking her for her service.

#### **5) License/Appointments**

**a. Blended Berry, LLC [Common Victualer, 283 Main Street, Buzzards Bay]**

**b. Selectmen Committee Appointments**

**c. Charter Committee Review**

Peter Meier went over the license for The Blend Berry LLC. 283 Main Street, Buzzards Bay. Jordan Thompson, owner The Blend Berry LLC, briefly went over what they will do with that location and why they chose Buzzards Bay. Mr. Guerino said the applicants have been wonderful to work with.

**Voted** Judy Froman moved and seconded by Jared MacDonald to approve this request. Vote 5-0.

#### **6) Selectmen's Business**

- 3 Brendan Lane - Redemption of property**
- Call for Charter Review Committee**
- Third Reading of the Special Events Policy for Buzzards Bay Park**
- Use of Town Owned Property - Third Reading**
- Sale of Town owned property - discussion**
- Selectmen Committee Appointments**
- Cannabis Working Group membership**
- Goals schedule and process**
- Review and brief discussion on Annual Calendar**
- Open Meeting Law Complaint**

Jeremy Bombard, representing the Origlio family, gave a brief explanation of what happened with the property and why the taxes weren't paid. The property changed hands and thought the previous owner was paying the taxes.

James Potter questioned the 2017 taxes because it wasn't listed.

Peter Meier said the town needs two separate bank checks one for \$26,535.75 and one for \$3,319.93, both made out to the Town of Bourne by June 15, 2018. James Potter suggested to make sure 2017 years taxes were paid.

**Voted** James Potter moved and seconded by Judy Froman to vacate the judgment and to allow the redemption in the amount that is listed on the sheet from the Town Treasurer

and we have two bank checks no later than June 15, 2018 at the end of business, and furthermore to check and make sure 2017 is paid in full. Vote 5-0.

**b. Charter Review Committee**

Peter Meier went over the reason the Charter Review Committee is on the agenda.

**Voted** Judy Froman moved and seconded by James Potter to call for a Charter Review Committee to be formed.

Judy Froman questioned the difference between the 2016 Charter Review that was just approved in March 2018 and this Charter Review.

Tom Guerino went over/explained the 2016 Charter Review. It is a very thorough review. It should be looked at every 5 years. This is an interim review; it shouldn't have to be a full detailed review. This is just for small changes.

James Potter read at least once every five years a special committee shall be appointed by the Board of Selectmen to review the charter and make a report to the Town Meeting concerning any proposed amendments or revisions which the committee deems necessary.

James Mulvey spoke about the previous review committee, and questioned if it was discharged. Peter Meier said it was discharged.

Mary Jane Mastrangelo questioned is it the intension of the Board of Selectmen this be a Charter Review Committee or is the intension of the Board of Selectmen that an adjustment to the charter to include the Assistant Town Administrator's position be proposed. Undertaking a Charter Review is a huge task, and a long process. The Board of Selectmen should hone in on the charge, so the Charter Review Committee can focus on particular sections.

Jared MacDonald clarified Ms. Mastrangelo is saying in the past we have made specific notations and/or corrections at Town Meeting vs. actually putting a committee review together.

Jared MacDonald questioned do we not set up a committee; do we go to Town Counsel before we vote to have a committee? Peter Meier said we can vote contingent on Town Counsel's approval letting us know what we can do.

**Voted** Judy Froman moved and seconded by James Potter to amend the motion to include contingent on what Town Counsel recommends to us based on the limited scope.

James Mulvey suggested the committee should not be tightly restricted.

Judy Froman suggested to get an idea from Town Counsel on how restrictive it will be and to have it in writing. Vote: 5-0

#### **d. Use of Town Owned Property - Third Reading**

Ms. Krissanne Caron said she made a few changes since the last reading. Ms. Caron went over the changes for the Use of Town Owned Property Policy and the question of whether or not to allow for profit use on the town owned properties. We were trying to limit the outside group's use of the property. Do we want to limit it to in-town groups or do we want to open it up to everyone. Reinstated the fee of \$50 for the Pocasset Recreation area and the Monument Beach ballfield.

The discussion was on the use of the fields by Bourne Youth Baseball, Riptides, and other outside groups.

James Potter questioned the revenue that was generated. Ms. Caron will get the total revenue for the past couple of years. The money that we collect, which isn't any significant amount, is available for the DPW for supplies or other items they need, the money goes back into town facilities.

Tom Guerino briefly spoke about the maintenance and other things that need to be done that cost the town money.

George Slade questioned the distribution time-wise, is there a period of time from the beginning of April until October that not too many people use the fields so the fields can be maintained. Krissanne Caron said the fall is a slower time. Ryan has managed it very well and we are seeing more open time as we go forward.

Judy Froman said to define for profit based in Bourne, would that be a parameter and how many for profits look to use the properties, Ms. Caron said not a lot in town or out of town, a couple a year.

Krissanne Caron said we have been clear over the years the Bourne leagues/non-profits get the first choice. Bourne Youth Baseball, non-profits, and youth groups will always have the priority.

James Potter suggested to maybe adjust the fees for some of the fields that are less utilized, so they may be utilized more.

Judy Froman questioned the time frame waiting for in-town groups, is it possible to have a deadline for the decisions to be made so the outside for profit groups will have a sense of a date. Krissanne Caron said youth groups schedule a season ahead of time. We try to get everyone registered within a certain amount of time. It is crucial that Riptide, Bourne Youth Baseball, and the rec work closely/cooperatively together. Ryan Currier, Bourne Youth Baseball, spoke about how it is important to build a strong relationship with Riptides,

Bourne Youth Baseball and the Rec Department. We want to be able to keep the kids on the fields and off the electronics.

Peter Meier questioned do we want to approve this or make more changes and move it to the next meeting for approval.

Krissanne Caron said the rec department does not charge fees to the not for profit youth group leagues that volunteer.

The Selectmen and Krissanne discussed some minor changes to the Policy.

Peter Meier said we can defer or continue this to the June 19<sup>th</sup> to make some changes, then we can go to final reading.

Jared MacDonald said it is already June. Maybe we should vote on it tonight, then changes can be made.

Krissanne Caron said she feels comfortable with the policy and the fees and she can make the suggested changes.

**Voted** Jared MacDonald moved and seconded by George Slade to attest to the changes that have already been made and move forward and vote.

James Potter said if you feel any fees need to be changed bring the suggestions back to the Board.

#### **Vote 5-0**

#### **c. Third Reading of the Special Events Policy for Buzzards Bay Park**

Krissanne Caron went over the changes from the second reading. They felt comfortable with the \$75 fee. If we need to change it we can bring it back for a discussion.

James Potter questioned the water, what water would the renter be using?

George Sala said in the past they have used water slides, garden hose, and they have access to water spickets. Mr. Sala will work on getting a set rate for the water.

Peter Meier spoke about a sign for no dogs allowed for specific areas of the park. George Sala said they are working on signs. We will also have to look at some changes in the hours of the park.

**Voted** Judy Froman moved and seconded by Jared MacDonald to accept and move forward with the Buzzards Bay Park Special Event policy.

Tom Guerino suggested to add a \$20 minimum water fee.

Jared MacDonald amend the motion so if a party request water usage there is a minimum fee of \$20.

There was no second for the amendment so the amendment failed.

Judy Froman suggested to see how the season goes and monitor the water usage and re-visit this policy in the fall.

**Amendment to motion** James Potter amended and seconded by Judy Froman to add there be a base rate of \$25 minimum and they will meter the remainder. Vote 5-0

### **Motion - Vote 5-0**

#### **e. Sale of Town owned property - discussion**

Peter Meier said Town Counsel suggested the Board of Selectmen look at the policy for Town Owned Property. Peter Meier read the scope and Purpose.

**Scope:** This policy established a set of procedures for responding to requests for the lease, sale or other disposition of Town-owned land. This policy applies to:

1. land disposition requests made by private individuals or organization;
2. land disposition recommendations initiated by the Town;
3. the sale of tax foreclosed property; and
4. the sale of land of low value according to applicable Massachusetts General Law (MGL).

**Purpose:** This policy is intended to establish those procedures under which the Town will act in considering the disposition of any parcel of Town-owned land. This policy established procedures to:

1. Provide a clear understanding and uniform method for reviewing land disposition requests
2. To insure that decisions involving land disposition are well considered and address the concerns and needs of all relevant Town Department and Boards;
3. To provide a mechanism for public input in the decision process.

Tom Guerino would like to defer this to the June 19<sup>th</sup> meeting.

**Voted** George Slade moved and seconded by Judy Froman to table this until June 19, 2018. Vote 5-0.

#### **f. Selectmen Committee Appointments**

Peter Meier briefly spoke about the committee appointments. Mr. Meier said speaking with Town Counsel he was assured he can stay on the School Building Committee and James Potter can stay on as an at large member, we will get it in writing from Town Counsel.

Peter Meier will stay on the Affordable Housing Trust

**Voted** Judy Froman moved and seconded by Jared MacDonald to approve Peter Meier to serve on the Affordable Housing Trust, term to expire June 30, 2019. Vote 5-0.

**Voted** Judy Froman moved and seconded by James Potter to appoint Jared MacDonald to serve on the Bourne Financial Development Corp - Main Street Steering Committee, term to expire June 30, 2019. Vote 5-0.

**Voted** Judy Froman moved and seconded by James Potter to appoint Jared MacDonald to serve on the Bourne Financial Development Corp, term to expire June 30, 2019. Vote 5-0.

**Voted** Jared MacDonald moved and seconded by James Potter to appoint Judy Froman to serve on the Bourne Landfill Business Model Working Group, term to expire June 30, 2019. Vote 5-0.

Peter Meier said he is on the Bourne Memorial Community Building by statute; it is the Chairman of the Board of Selectmen.

**Voted** Judy Froman moved and seconded by James Potter to keep Tom Guerino on the Cape Cod Regional Transit Authority, term to expire April 30, 2019. Vote 5-0.

George Slade spoke about the Community Action Committee of Cape Cod and the Islands. This was deferred to the next meeting

**Voted** James Potter moved and seconded by Judy Froman to appoint George Slade to serve on the Local Emergency Planning Committee, term to expire June 30, 2019. Vote 5-0.

**Voted** James Potter moved and seconded by Judy Froman to appoint George Slade to serve on the Mass Military Reservation Military Civilian Community Council and the Mass Military Reservation Senior Management, term to expire June 30, 2019. Vote 5-0.

#### Police Facility Building Committee

James Potter expressed interest. None of the members were available at the time the meetings are held. The Board members agreed to defer to see if they can hold the meetings at a later time. Tom Guerino said this is an appointment made by the Town Administrator. Mr. Guerino will see if they can meet later in the afternoon.

Peter Meier said he would like to stay on the South Side Fire Station Feasibility and Design Building Committee. If another member would like to serve on this committee let Tom Guerino know.

George Slade said he would like to stay on the Town Administrators Advisory Committee on Pedestrian Bicycle Pathway.



Town Administrators Private Pier Review Working Group - Tom Guerino said this didn't need to go forward Shore & Harbor can do whatever needs to be done.

George Slade said he would like to stay on the Town Administrator's Cannabis Working Group.

#### **g. Cannabis Working Group Membership**

George Slade sent an email asking to amend the membership. Mr. Slade briefly went over why wanted to amend working group membership. Some members can't attend the meeting but their expertise is still needed. It would work better if they were not counted in the working group as members but still be able to use their expertise.

Tom Guerino is fine with pulling those people in as they are need as opposed to having them attend the meeting, Mr. Guerino will make the changes.

James Potter questioned what is the existing membership? George Slade said the Planning Department, a Planning Board member, a Board of Health member, a Finance Committee member, Selectmen, two citizens at large and the Town Administrator. Tom Guerino said he has asked Mr. Cannon to sit in as his position.

#### **h. Goals schedule and process**

Peter Meier said on June 12<sup>th</sup> we will start the goal setting process. Mr. Meier requested the members send their goals to him by Thursday afternoon. Next Tuesday night he would like to meet at the Archive Building, because that is where the original Selectmen's table meeting. The meeting will be at 6:00 or 6:30 p.m.

Tom Guerino questioned will there be outside facilitation? Peter Meier said at this point there will not be an outside facilitator, but we can decide as we go through the process. It will not be televised. We will bring back a report to the public the following week.

#### **i. Review and brief discussion on Annual Calendar**

Peter Meier briefly went over the calendar. This is a guide and will be a working document and will change as we go. Judy Froman said there are items that were brought up tonight that will be added to the calendar. James Potter suggested adding the renewal of the Common Victualer licenses in November, because that does take time.

Mary Jane Mastrangelo questioned giving input and what the process is because there are dates relative to budget that need to be adjusted. Tom Guerino suggested Ms. Mastrangelo send an email himself.

61

## Calendar 2017/2018

Updated 5/31/18

## Assumptions:

- Business Meetings: 1<sup>st</sup> & 3<sup>rd</sup> Tuesdays, 7-9pm meeting
- Workshops: 2<sup>nd</sup> & 4<sup>th</sup> Tuesdays, variable timeframes
- Sewer Commissioners:

June

Type of meeting	Topic	Meeting Date	Leadership	Posted info date	Action
Special Town Meeting	ISWM money transfer to keep C&D open	6/4/18	Moderator/Tom		
Business	OML complaint; outdoor facility use policy 3 <sup>rd</sup> reading; Buzzards Bay Park use policy 3 <sup>rd</sup> reading; Charter Review	6/5/18	Peter/Tom	6/1/18	
Workshop	Goal Setting: (5-9pm) Share the mission and then present the focus/goals	6/12/18			
Business	Major project report (school, Hoxie, Police bldg., wastewater, Buzz Bay Park); 1 <sup>st</sup> reading OPEB policy; Community Host Agreement status;	6/19/18			
Workshop	(7-9pm) Finalize Goals. Meet with Town Counsel to review level of importance of Mass General Law, Bylaws, Charter, Rules of Procedure. Identify process for amending/updating.	6/26/18			

July

Type of meeting	Topic	Meeting Date	Leadership	Posted info date	Action
Business	Finance Committee: year end budget transfer	7/9/18			
Business	TA Quarterly Report; year end budget transfer; 2 <sup>nd</sup> reading OPEB policy	7/10/18			
Workshop	(6-9pm) Rules of Procedure review. Identify timing of draft for review.	7/17/18			

Business	Major project report; 3 <sup>rd</sup> reading OPEB policy	7/24/18			
Workshop	(6-9pm) Charter Review and ByLaw change discussion with Town Counsel. Pros and cons and timelines of how we might move forward.	7/31/18			

August

Type of meeting	Topic	Meeting Date	Assigned to	Posted info date	Action
Business	CPC report; Quarterly budget v actual report thru 6/30;	8/7/18			
Business	Major project report	8/21/18			

September

Type of meeting	Topic	Meeting Date	Assigned to	Posted info date	Action
Business	Finance Director reports prior Fiscal Year closeout, Certified Free Cash and Final Cherry Sheet for current Fiscal Year.	9/4/18			
Business	Major project report; Town Audit Report (FinCom/Bos);	9/18/18			

October

Type of meeting	Topic	Meeting Date	Assigned to	Posted info date	Action
Business	Special Town Meeting (budget changes/other business/MMA shared parking lots); TA Quarterly Report Presentation; Bos determines budget priorities for FY20	10/2/18			
Business	UCT reports enrollment based on Oct 1 report; Major project report	10/16/18			

November

Type of meeting	Topic	Meeting Date	Assigned to	Posted info date	Action
Business	Long range budget forecast; CPC report; Quarterly budget v actual for 9/30	11/6/18			
Workshop	Budget planning				
Business	Department Head Budget Meeting/Priorities; Capital requests due to TA by 12/8/18; major project report	11/20/18			

December

Type of meeting	Topic	Meeting Date	Assigned to	Posted info date	Action
Business		12/4/18			
Administrative Action	Tax Bills mailed				
Business	Major project report	12/18/18			

January

Type of meeting	Topic	Meeting Date	Assigned to	Posted info date	Action
Business	Proposed operating budget/capital program/capital budget for all town departments, including the school department, for the ensuing fiscal year. The proposed budget shall be accompanied by a budget message and supporting documents" (Chapter 7-1); TA Quarterly Report Presentation	1/8/19	Town Administrator	1/3/19	
Workshop	Q&A regarding Proposed budget FY20	1/15/19	Town Administrator		

Business	Selectmen transmit the budget and capital plan to Finance Committee before 2/1/19; major project report	1/22/19				

February

Type of meeting	Topic	Meeting Date	Assigned to	Posted info date	Action
Workshop	Attend joint meeting of FinCom/Bos: FY20 proposed budget	2/4/18			
Business	CPC report; Quarterly Budget v actual for 12/31;	2/5/18			
Workshop	Attend joint meeting of FinCom/Bos: FY20 proposed budget	2/18/19			
Business	ATM Warrant closed (75 days prior to May 6, 2019); major project report	2/19/19			

March

Type of meeting	Topic	Meeting Date	Assigned to	Posted info date	Action
Workshop	Attend joint meeting of FinCom/Bos: FY20 proposed budget	3/4/19			
Business		3/5/19			
Public Hearing	School Committee budget hearing (1 <sup>st</sup> Wed in March)	3/6/19	Superintendent of Schools		
Workshop	Attend joint meeting of FinCom/Bos: FY20 proposed budget	3/11/19			
Business	Major project report	3/12/19			
Workshop	Attend joint meeting of FinCom/Bos: FY20 proposed budget	3/18/19			

April

Type of meeting	Topic	Meeting Date	Assigned to	Posted info date	Action
Workshop	Attend joint meeting of FinCom/Bos: FY20 proposed budget	4/1/19			
Business		4/2/19			
Business	School Committee votes School budget and forwards to Bos (1 <sup>st</sup> Wednesday in April); TA Quarterly Report;	4/3/19			
Administrative Action	Voter handbook to printer	4/10/19			
Administrative Action	FinCom report printed and available to voters	4/15/19			
Business	Vote School Committee budget major project report; Quarterly budget v actual for 3/31	4/16/19			
Administrative Action	Voter Handbook shall be available to the public not less than 15 days prior to the Annual Town Meeting* The Voter Handbook shall contain the text of the warrant and the recommendations and counted votes of the Finance Committee, Board of Selectmen, and any other appointed or elected board or committee proposing an article. It shall also include the recommended operating budget with revenue projections, the departmental goals for the upcoming fiscal year and five year financial, debt and capital projections. (Charter Section 2-5c)	4/19/19			
Administrative Action	Spreadsheet of Articles	4/22/19			

May

Type of meeting	Topic	Meeting Date	Assigned to	Posted info date	Action
Annual Town Meeting	Budget	5/6/19	Bos Chair		
Business	CPC report;	5/7/19			

Election	Town Boards	5/21/19	Town Clerk				
Business	Reorganization of BOS leadership; major project report	5/28/19					

#### Potential Policy Topics

- Policy Addressing Easements for Town Meeting, Policy on Town Owned Property and its Disposition
- Marijuana Law Review
- Opt Out, Zoning Changes, Board of Health Regulations have been done , Other
- Public Records Law Implementation
- Tracking of Documentation, Legal Correspondence at Town Hall
- Sewerage Capacity Allocation at 6 months, BOSC involvement, BOSC member to Wastewater Advisory Committee -
- Review the Charter
- Review the LCP, the Local Comprehensive Plan in conjunction with the Planning Board

**j. Open Meeting Law Complaint**

Peter Meier briefly spoke about the Complaint. We need to take action within the next five days. We can vote to take the remedial action in the complaint form or we can have a motion to refer to Town Counsel.

Judy Froman recused herself on this matter. Mrs. Froman left the meeting at 9:05

James Potter said he wasn't part of this so it is difficult to make a ruling on this. Tom Guerino suggested turning this over to Counsel for his ability to draft a response.

**Voted** Jared MacDonald moved and seconded by James Potter to refer this to Town Counsel for a response. Vote 4-0.

Judy Froman returned at 9:08

**7) Selectmen's Reports**

**a. Events attended past week**

**b. Events anticipated to attend current week**

George Slade spoke about the Bourne Rail Trail event.

James Potter attended the Bourne High School Graduation.

Jared MacDonald attended the Buzzards Bay Park Grand opening ceremony.

Peter Meier attended the Buzzards Bay Park opening, Bourne High School graduation and the Upper Cape Tech graduation.

Peter Meier will attend the Cape Cod Selectmen and Counselors Association Annual Meeting Friday night in Hyannis.

Judy Froman will be attending the Elected Officials Finance party

James Potter said his correct email is [jimpotter@townofbourne.com](mailto:jimpotter@townofbourne.com)

**8) Town Administrator Report**

**a. Buzzards Bay Park Update**

**b. Year End discussion**

**c. Cannabis Working Group Report**

**d. Road Acceptance Committee**

**e. Technology Internal Working Group**

Peter Meier said they are thinking of moving the Town Administrators Report to the beginning of the agenda.

**a.** Tom Guerino gave an update on the Buzzards Bay Park. We are in the process of working on a punch list. The company that put in the splash pad is going to come back to work on the splash pad, so it may have to be closed for a short period of time. There is a bit more maintenance than we anticipated. It is using a considerable more water than we



anticipated. We are going to be working on schedules and when the park will be open. If there is a drought situation we will abide by the water district rules.

**b.** Tom Guerino spoke about the year-end discussions.

Mr. Guerino said we are in the process of collecting resumes for both the finance positions. Asked the Superintendent of schools to sit in on the Finance Director review.

**c.** Glenn Cannon spoke about the Cannabis Working Group. They have had a couple of meeting. Have a scheduled site meeting tomorrow.

**d.** Tom Guerino spoke about the Road Acceptance Committee. We have had one meeting. We will meet again tomorrow evening at 6:00 at the middle school. Will start working on how to put a policy together, start to get reports from DPW on the technical pieces.

**e.** Tom Guerino said we are going to be starting a technology internal working group to look at how we can better utilize technology.

Peter Meier questioned when will we start to see Town Administrator reports. Mr. Guerino said Friday the 15<sup>th</sup> will be the first one and you will get one on a monthly basis.

#### **9) Future Agenda**

- a. Massachusetts Maritime Academy to give formal update to the Board of Selectmen meeting and to answer questions**
- b. Stop and Shop Rotary and Clay Pond Road update**
- c. Cape Cod Commission update from Director Kristi Senatori - TBD June 2018**

#### **10) Adjourn**

**Voted** Judy Froman moved and seconded by Jared MacDonald to adjourn. Meeting adjourned at 9:24 pm. Vote 5-0.

Respectfully submitted – Carole Ellis, secretary.