

**Board of Selectmen
Minutes of Tuesday, April 6, 2021
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

Others: Erica Flemming, Kathleen Thut, Lisa Sullivan – Green Communities, Michael Ellis, Neil Langille, Renee Gratis, Richard Conron, Marie Oliva, Brandon Esip, Chris & Barb Dodge, Debra Ross, Jean Janahan, Jerry Hill - Calamar, Karen, Margaret Song, Mike Rausch, MJ Mastrangelo, PH Sastany, Suzanne Bilodeau, Bradshaw Lupton

Note this Zoom videoconference meeting is being televised, streamed or 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: 819 9422 1959 Password: 800132.

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> look for the Join Meeting button.

Participants wishing to speak should click the "Reactions" 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

RECEIVED

2021 MAY 12 PM 3:42

TOWN CLERK BOURNE

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

Richard Conron, Gray Gables, said as a citizen and registered Bourne voter he is upset and disappointed in Selectmen Potter's statement criticizing the Finance Committee. Mr. Conron read a statement he wrote regarding Selectmen James Potter's statements and the actions/non actions of the members of the Board. Asking Selectmen Potter to withdraw his name as a candidate for re-election and to resign his current position as town selectmen.

Renee Gratis, Co Vice Chair Finance Committee, said if there is an incident where a committee member is not serving in their appointed capacity, it should be brought to the attention of the committee that person is serving on. Gives a chance to review evidence and sit down as a committee with that person to make sure they are serving in their appointed capacity.

6) Approval of Minutes: 02.16.21

Voted: George Slade moved and seconded by Peter Meier to approve the minutes of February 16, 2021.

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

7) License/Permits/Appointments

- a. **Discussion and possible vote on a request by Chamber of Commerce to reserve the date for the Summer 2021 Concerts on the Canal and Canal Day in September 2021.**
- b. **7:15 p.m. Cranberry's LLC, d/b/a The Bog Tavern, Kirk FitzGerald, Manager, to amend their Year-Round Common Victualer License to include the addition of a**

Food Truck and service of all alcoholic beverages from the Food Truck, Mobile Beverage Cart & Stationary Kiosk on the grounds of the golf course.

- c. **7:30 p.m. KKP, Inc. d/b/a The Sagamore Inn, Suzanne Bilodeau, Manager, to amend their Year-Round Common Victualer License to include the addition of an outside bar with 2 restrooms within an enclosed 30'x60' green area.**
- d. **7:45 p.m. Edward H. Perkins, Jr., Manager Buzzards Bay Marina LLC, d/b/a East Wind Lobster and Grille, 2 Main Street, Buzzards Bay. Application for a Year Round Common Victualer License for the sale of wines and malt beverages to be consumed on the premise.**
- e. **Green Communities Presentation-Lisa Sullivan-Green Communities Regional Coordinator**
- f. **Calamar Construction Update**

7.a. Discussion and possible vote on a request by Chamber of Commerce to reserve the date for the Summer 2021 Concerts on the Canal and Canal Day in September 2021.

Organization: Cape Cod Canal Region Chamber of Commerce; Mailing Address: 70 Main Street, Buzzards Bay, MA 02532; Contact Person: Marie Oliva; Event Date: Every Thursday evening July & August; Start time: 6:30 p.m., End time: 8:30 p.m. July 1, July 8, July 15, July 22, July 29, August 5, August 12, August 19, August 26; Set up Date: Every Thursday evening July & August, Set Up Time: 5:30 p.m. End 8:30 p.m. Concerts by the Canal offering all types of music from local bands, average attendance 200-300 people each concert. Participants: 3 People to man the event; Vendors: No Food Vendors, Estimate a dozen pop ups 10'x10' no stakes in ground; Electricity: Yes; Water: No

Maria Oliva, Cape Cod Canal Region Chamber, said she would like to reserve the dates for the concerts by the canal, every Thursday night in July and August. We believe it should be OK to have the outdoor concerts in July and August. Will put in a full application at a later date, want to make sure we can reserve those dates.

Ms. Oliva also spoke about Cape Cod Canal Day, want to schedule it for Saturday Sept. 18th at Buzzards Bay Park. Will put in a full application once we know more information. Would like to reserve the space for the event.

Peter Meier said the crosswalks have no accessible lighting in that area and brought up maybe getting temporary solar light in the crosswalk area so residents can safely use the crosswalks at night.

Voted: George Slade moved and seconded by Peter Meier to reserve the Buzzards Bay Park on the date of September 18, 2021 for the Canal Area Chamber for the Canal Day event. The Canal Area Chamber shall apply for the permit when appropriate.

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

Vote: 5-0-0.

Voted: George Slade moved and seconded by Peter Meier to reserve the Buzzards Bay Park on July 1, July 8, July 15, July 22 and July 29 from 6:30 p.m. to 8:30 p.m. and August 5, August 12, August 19 and August 26 from 5:30 p.m. to 8:30 p.m. for the Canal Area Chamber. The Canal Area Chamber shall apply for the permit when appropriate.

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

Vote: 5-0-0.

7.b. 7:15 p.m. Cranberry's LLC, d/b/a The Bog Tavern, Kirk FitzGerald, Manager, to amend their Year-Round Common Victualer License to include the addition of a Food Truck and service of all alcoholic beverages from the Food Truck, Mobile Beverage Cart & Stationary Kiosk on the grounds of the golf course.

Applicant Cranberry's LLC, d/b/a The Bog Tavern, Kirk FitzGerald, Manager; Location: 11 Brigadone Road, Bourne (Brookside Golf Course); Nature of Request: Amending their liquor license to include a new food truck on the golf course with the serving of all kinds of alcoholic beverages as well as serving all kinds of alcoholic beverages at the mobile beverage cart and the stationary kiosk. The mobile cart and stationary kiosk now serves only beer & wine. Remarks: Town Clerk - The Clerk's office has an active business certificate for The Bog Tavern; Assessors - sent email 4/1/21 requesting fol; 4/2/21 ok to move fwd wo fol per RP/jp

Judy Froman read the Public Hearing Notice:

NOTICE

TOWN OF BOURNE

LIQUOR HEARING

Notice is hereby given in accordance with Massachusetts General Laws Chapter 138, Section 12 that application has been received from Cranberry's LLC, d/b/a The Bog Pub, Kirk FitzGerald, Manager, 11 Brigadoone Road, Bourne, MA 02532 to amend their Year Round Common Victualer License for the sale of all kinds of alcoholic beverages to include the addition of a food truck serving all alcoholic beverages on the licensed premise of the golf course and the serving of all alcoholic beverages via a mobile beverage cart and stationary kiosk. Description of premises: Building consisting of two floors and a basement. Kitchen, restaurant, and golf pro shop located on the first floor and each room has 2 entrances/exits. Second floor is a banquet facility with 2 entrances/exits. The basement is used for storage and food preparation and has 2 entrances/exits and a restroom. There are decks on the first and second floors and an outside lawn area adjacent to covered patio of restaurant surrounded by a barrier [approximately 80' long x 20' wide]. Food truck, mobile beverage cart and stationary kiosk for the serving of all alcoholic beverages on the grounds of the golf course A 5,000 s/f fenced outdoor area adjacent to the building will be used for tented banquet events. The facility is equipped with men's & ladies and handicap restrooms on the first and second floors.

A Zoom Remote Public Access hearing will be held on April 6, 2021 at 7:15 PM by calling the following conference line: 1 929 205 6099 Meeting ID: 819 9422 1959 Passcode: 800132 or by using the following link: <https://zoom.us/join> and look for the Join Meeting button.

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

Kirk FitzGerald said they are looking to expand operation to include a food truck as well as the existing venues. Would like to offer full service instead of just malt and wine.

Jared MacDonald questioned if the food truck will be specific tent area or will it be used in other places?

Kirk FitzGerald said the food truck will do breakfast in the morning and then go out to the kiosk at the ninth hole and serve lunch out there and be back at the clubhouse at night.

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

Voted: George Slade moved and seconded by Peter Meier to amend the Cranberry's, LLC (d/b/a The Bog Tavern) Year-Round Common Victualer License to include the addition of a Food Truck and service of all alcoholic beverages from the Food Truck, Mobile Beverage Cart & Stationary Kiosk on the grounds of the golf course.
Roll Call Vote: James Potter – Yes, George Slade - Yes, Peter Meier - Yes, Jared MacDonald - Yes, Judy Froman - Yes
Vote: 5-0-0

7.c. 7:30 p.m. KKP, Inc. d/b/a The Sagamore Inn, Suzanne Bilodeau, Manager, to amend their Year-Round Common Victualer License to include the addition of an outside bar with 2 restrooms within an enclosed 30'x60' green area.

Location: KKP, Inc. d/b/a The Sagamore Inn, Suzanne L. Bilodeau, Mgr.; **Project Location:** 1131 Route 6A, Sagamore; **Nature of Request:** Amend Year-Round Common Victualer License for sale of all kinds of alcoholic beverages to description as follows: premises to include an outside bar with 2 bathrooms, and to serve alcohol within an enclosed 30'x 60' green area. **Description of premises:** 1st floor: 3 dining rooms & bar, office storage room, 3 rest rooms, front, rear and side outside decks, kitchen and kitchen preparation room, 1 walk-in cooler, 6 entrance and exits. 2nd floor: 5 rooms; 3rd floor: 3 rooms, cellar used for storage. A 46' x 86' tent for outside dining functions, outside bar with 2 bathrooms within an enclosed 30'x 60' green area.

Remarks: Police Department - Must follow all MGL, Town Regulations, and Liquor Laws. All alcohol to remain on described premise.

Judy Froman read the Public Hearing Notice:

NOTICE

TOWN OF BOURNE

LIQUOR HEARING

Notice is hereby given in accordance with Massachusetts General Laws Chapter 138, Section 12 that application has been received from KKP Inc., d/b/a The Sagamore Inn, Suzanne L. Bilodeau, Mgr., 1131 Route 6A, Sagamore, Massachusetts to amend their Year Round Common Victualer License for the sale of all kinds of alcoholic beverages to be drunk on the premises to include an outside bar with 2 bathrooms, and to serve alcohol within an enclosed 30'x 60' green area. Description of premises: 1st floor: 3 dining rooms & bar, office storage room, 3 rest rooms, front, rear and side outside decks, kitchen and kitchen preparation room, 1 walk-in cooler, 6 entrance and exits. 2nd floor: 5 rooms; 3rd floor: 3 rooms, cellar used for storage. A 46' x 86' tent for outside dining functions, outside bar with 2 bathrooms within an enclosed 30'x 60' green area.

A Zoom Remote Public Access hearing will be held on April 6, 2021 at 7:30 PM by calling the following conference line: 1 929 205 6099 Meeting ID: 819 9422 1959 Passcode: 800132 or by using the following link: <https://zoom.us/join> and look for the Join Meeting button.

Voted: George Slade moved and seconded by Peter Meier to open the public hearing.

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

MacDonald - Yes, Judy Froman - Yes

Vote: 5-0-0.

Suzanne L. Bilodeau, Mgr. spoke about the plans for the Sagamore Inn. Granted from the Planning Board to build the outside bar and 2 bathrooms. Gone through the 28-day waiting period, waiting to get it back from the Registry of Deeds, to obtain the building permit. Would like to serve alcohol at the outside bar and serve alcohol in the green space adjacent to the tent.

Voted: George Slade moved and seconded by Peter Meier to close the public hearing.

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

MacDonald - Yes, Judy Froman - Yes

Vote: 5-0-0.

Voted: George Slade moved and seconded by Peter Meier to amend the KKP, Inc. (d/b/a the Sagamore Inn) Year-Round Common Victualer License to include the addition of an outside bar with 2 restrooms within an enclosed 30'x60' outdoor area.

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

MacDonald - Yes, Judy Froman - Yes

Vote: 5-0-0.

7.d. 7:45 p.m. Edward H. Perkins, Jr., Manager Buzzards Bay Marina LLC, d/b/a East Wind Lobster and Grille, 2 Main Street, Buzzards Bay. Application for a Year Round Common Victualer License for the sale of wines and malt beverages to be consumed on the premise.

Owner/Applicant: Buzzards Bay Marina LLC, d/b/a East Wind Lobster and Grille Edward H. Perkins, Jr., Manager, 128 Settlers Path, Lancaster, MA 01523; Project Location: 2 Main Street, Buzzards Bay, MA 02532; Nature of Request: Year Round Common Victualer license for the sale of Wines and Malt Beverages. Description: 1 story building with 1200 sq. ft. basement for storage. Main floor consists 1220 sq. ft. with a 25 seat dining/kitchen/service bar area, 2 prep/storage rooms, and office with separate entrance/exit. 2 restrooms, a 1200 sq. ft. outside deck dining area. 4 entrances, 5 exits. Remarks: Town Clerk: Business certificate was email to Ed Perkins on 3/2/21 to be signed. To date signed business certificate nor payment has been returned. Police Department: Must follow all MGL, Town Regulations, and Liquor Laws.

Judy Froman read the Public Hearing Notice:

NOTICE

TOWN OF BOURNE

LIQUOR HEARING

Notice is hereby given in accordance with Massachusetts General Laws Chapter 138, Section 12 that application has been received from Buzzards Bay Marina LLC, d/b/a East Wind Lobster and Grille, Edward H. Perkins, Jr., Mgr., 2 Main Street, Buzzards Bay, MA, for a year-round common victualer license for the sale of wines and malt beverages to be drunk on the premises: Description: 1 story building with 1200 sq. ft. basement for storage. Main floor consists 1220 sq. ft. with a 25 seat dining/kitchen/service bar area, 2 prep/storage rooms, and office with separate entrance/exit. 2 restrooms, a 1200 sq. ft. outside deck dining area. 4 entrances, 5 exits. A Zoom Remote Public Access hearing will be held on April 6, 2021 at 7:45 PM by calling the following conference line: 1 929 205 6099 Meeting ID: 819 9422 1959 Passcode: 800132 or by using the following link: <https://zoom.us/meetings> and look for the Join Meeting button.

Voted: George Slade moved and seconded by Peter Meier to open the public hearing.

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

MacDonald - Yes, Judy Froman - Yes

Vote: 5-0-0.

Edward Perkins spoke briefly regarding the application, trying to re-introduce beer and wine back into the menu.

Tony Schiavi said the Business Certificate and payment was received today.

Voted: George Slade moved and seconded by Peter Meier to close the public hearing.

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

MacDonald - Yes, Judy Froman - Yes

Vote: 5-0-0

Voted: George Slade moved and seconded by Peter Meier to approve a Year-Round Common Victualer License for the sale of wines and malt beverages to be consumed on the premise for the Buzzards Bay Marina, LLC (d/b/a East Wind Lobster and Grille), 2 Main Street, Buzzards Bay,

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

Vote: 5-0-0

7.e. Green Communities Presentation-Lisa Sullivan-Green Communities Regional Coordinator

Lisa Sullivan - Green Communities & Margaret Song - Cape Light Compact

Lisa Sullivan, Regional Coordinator, went over the presentation.

Helping Massachusetts Municipalities Create a Cleaner Energy Future

COMMONWEALTH OF MASSACHUSETTS

Charles D. Baker, Governor
Karyn E. Polito, Lt. Governor
Kathleen Theoharides, Secretary
Patrick Woodcock, Commissioner

The Green Communities Division
Partnering with Massachusetts
Cities and Towns

Lisa Sullivan
Green Communities
Southeast Regional Coordinator

Town of Bourne
April 2021

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Green Communities Division

The energy hub for **all** Massachusetts cities and towns, not just designated Green Communities.



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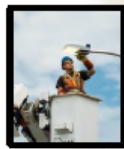
Green Communities Division Programs and Resources for Municipalities



**Green Communities
Designation and Grant
Program**



**META grants
Municipal
Energy
Technical
Assistance**



**LED streetlight
grant program**



**EVIP (Electric Vehicle
Incentive Program) &
Clean Cities Program**



**MassEnergyInsight
Energy tracking and
analysis tool**

PACE (Property Assessed Clean Energy)
A partnership with Mass Development

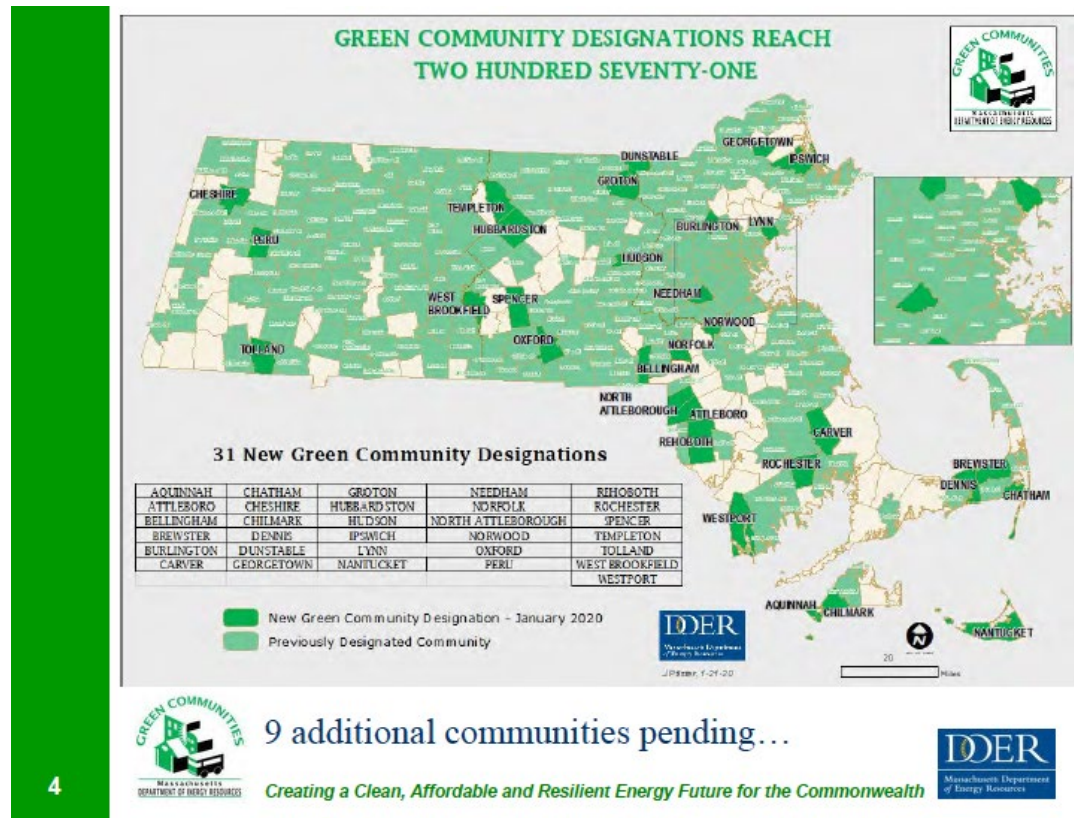


Website filled with tools & resources
www.mass.gov/orgs/green-communities-division



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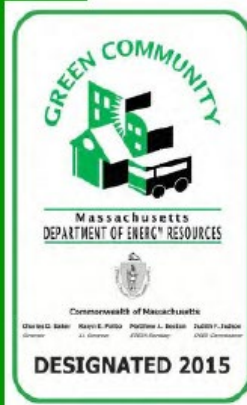
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Green Communities Designation and Grant Program

Up to \$20M/yr in grants and loans to *qualifying communities*



Grants fund energy efficiency initiatives & renewable energy, innovative projects

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FUNDING SOURCES



Green Communities grants are funded by carbon allowance auction proceeds from the multi-state Regional Greenhouse Gas Initiative (RGGI—a cooperative effort among the states of Connecticut, Delaware, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Rhode Island, and Vermont) to cap and reduce power sector CO₂ emissions.

&

Through Alternative Compliance Payments by electricity suppliers that fail to meet their renewable energy portfolio requirements..



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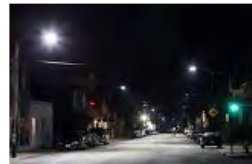
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Green Communities Designation and Grant Program

>\$136.4 M grants awarded



>\$20.8M savings/yr



519 grants completed



Projected Savings

661,797 MMBTUs

51,723 mt CO₂ eq.



x 5,131



x 10,910



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Green Communities Designation and Grant Program

- Designation grant allocations based on a \$125k base plus a population/per capita income formula; maximum \$1M.
- Competitive grants available annually for eligible Green Communities. More than \$136.4M awarded in total for both designation and competitive grant programs to date
- Projects being funded include energy conservation measures

Bourne's Green Communities Neighbors

Community	Designation Year	Total Grants
Harwich	2018	\$152,910
Mashpee	2010	\$819,394
Orleans	2017	\$134,709
Provincetown	2011	\$349,031
Truro	2011	\$343,384
Wellfleet	2014	\$398,184



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Green Communities Designation and Grant Program

- Designation Grant = \$125K + population & per capita income formula

Bourne's estimated designation grant amount:

\$172,000+

- Competitive grants available annually for Green Communities that have expended all prior grant funds.



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Green Communities Designation and Grant Flowchart

Step 1

- Review Green Communities Designation Criteria Guidance
- Contact your Green Communities Regional Coordinator

Step 2

- Discuss Green Communities Designation with Local Government
- Receive local approval to apply for Green Communities status

Step 3

- Meet the 5 Green Communities Criteria and submit a Designation Application
- Receive Green Community Designation from DOER
- Apply for Green Community Grants

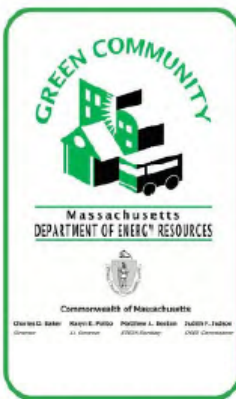


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Green Communities Designation and Grant Program



Qualification Criteria - Designation

1. Adopt as-of-right siting for RE/AE generation, R&D, or manufacturing -
2. Adopt expedited permitting process
3. Create an Energy Reduction Plan to reduce energy use by 20% in 5 years
4. Adopt Fuel Efficient Vehicle Purchase Policy
5. Minimize life cycle cost in new construction → adopt the Stretch Code

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Criteria 1 – As-Of-Right siting

For at least **one** of the following:

1. Renewable or Alternative Energy Generating Facilities or;
2. Renewable or Alternative Energy Research and Development (R&D) Facilities or;
3. Renewable or Alternative Energy Manufacturing Facilities in designated locations.



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Criteria 2 – Expedited Permitting



**12 months: date of
initial application to
date of final
approval**

1. Applies only to the proposed facilities subject to the As-of-Right-Siting provision.
2. Can apply the MGL c 43D permitting process to these zoning districts.



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Criteria 3 – Energy Baseline & 20% Energy Reduction Plan



Calculate a Municipal Energy Use Baseline that includes:

1. Municipal Buildings & Schools
2. All Vehicles
3. Municipally Owned Street & Traffic Lights
4. Water & Wastewater facilities



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Criteria 4 – Fuel Efficient Vehicles



1. Purchase only fuel-efficient vehicles for municipal use whenever such vehicles are commercially available and practicable.
2. Police cruisers and other emergency vehicles are exempt until commercially available.
3. Heavy duty vehicles such as Fire Trucks, Ambulances and some DPW trucks are **exempt** (GVW of 8500 lbs. or more)



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New Criteria 4 Guidance – February 2020

- 2 wheel drive car: 30 MPG
- 4 wheel drive car: 29 MPG
- 2 wheel drive van 22 MPG
- 4 wheel drive van 20 MPG
- 2 wheel drive pick-up truck: 21 MPG
- 4 wheel drive pick-up truck: 18 MPG
- 2 wheel drive sport utility vehicle: 24 MPG
- 4 wheel drive sport utility vehicle: 21MPG

VEHICLE RECYCLING

Recycling of vehicles – i.e., moving a previously purchased and used vehicle from one municipal department to another municipal department in need of a vehicle is only allowed if the vehicle being recycled to a new department is more fuel efficient than the vehicle it is replacing.



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Criteria 5 – Minimize Life Cycle Costs

Require all new residential construction and new commercial and industrial real estate construction to minimize, to the extent feasible, the life cycle cost of the facility by utilizing energy efficiency, water conservation and other renewable or alternative energy technologies.

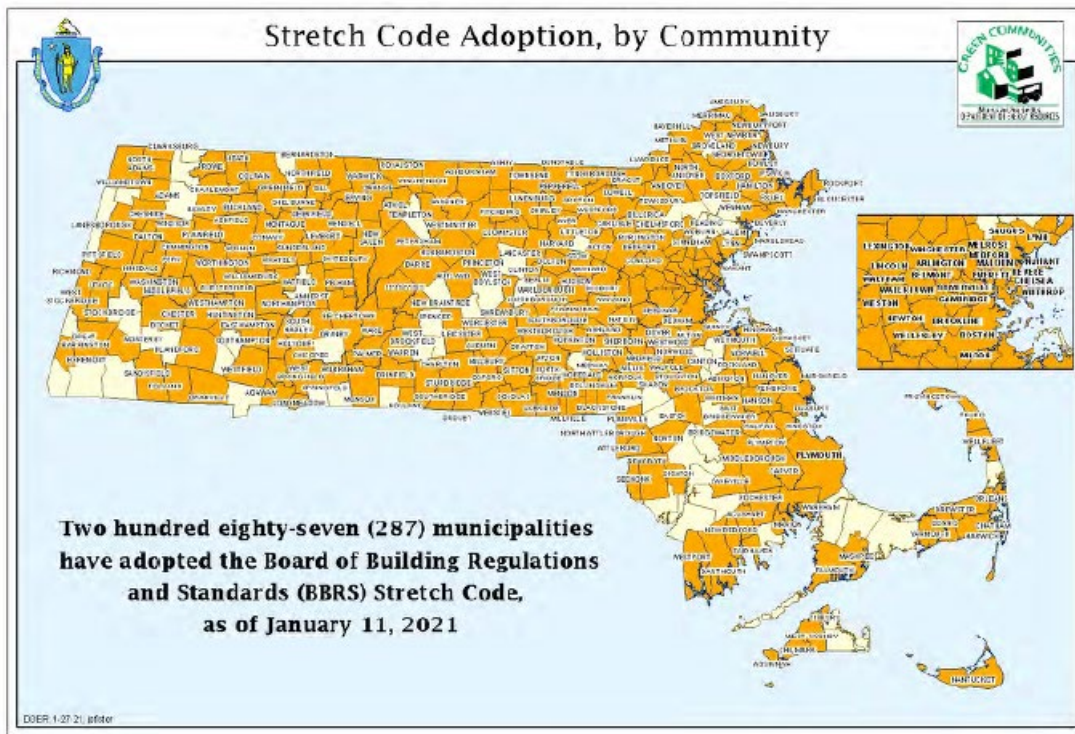
The DOER recommended way for cities and towns to meet this requirement is by adopting the BBRs Stretch Code (780 CMR115AA) an appendix to the MA State Building Code.



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Stretch Code

- The Current Stretch Code **ONLY** applies to:
 - **NEW** residential construction and
 - **NEW** commercial construction > 100,000 sq. ft. or > 40,000 sq. ft. for conditioned spaces
- **Additions, renovations & repairs are EXEMPT from the Stretch Code**

Criterion 5 – Minimize Life Cycle Costs



Documentation for Criterion #5:

- **Stretch Energy Code**

- Documentation of the city council or town meeting vote adopting 780 CMR 115.AA, MA Board of Building Regulations and Standards (BBRS) Stretch Energy Code.

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The Stretch Code is No Longer Much of a Stretch

- **NEW** Base Energy Code (IECC 2018) with minor Stretch Code revisions adopted by the state & took effect 8/2020.
- Current Base Code allows builders **two options** for residential and commercial new construction:

Prescriptive

- Checklist of compliance measures
- Inspections during and post construction

Performance

- Pre & Post construction energy modeling
- Inspections during and post construction

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The Stretch Code is No Longer Much of a Stretch

- Major differences between the Base and Stretch Code are:
 - Removal of the prescriptive path option
 - HERS Rater needs to provide an Energy Model.
 - The cost to perform the modelling required by the Stretch Code can be covered by utility incentive.

~~Prescriptive~~

- ~~Checklist of compliance measures~~
- ~~Inspections during and post construction~~

Performance

- Pre & Post construction energy modeling
- Inspections during and post construction



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What is a HERS Rating? (Home Energy Rating System)

Annualized energy analysis

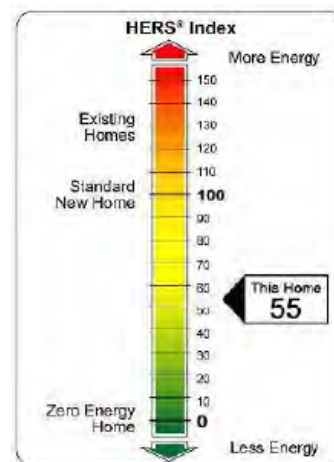
Heating, Cooling, Water Heating,
Lighting and Appliances....

On site power generation-renewable energy

Reference Home

- Based on IECC 2006 Code
(International Energy Conservation Code)
Defined as 100 Points
- 1 percent change in consumption = 1 point

**HERS 55 means about
45% more efficient than reference home**



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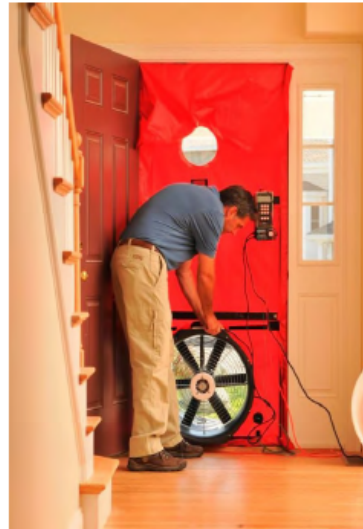
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What is HERS Process?

1. Review Building Plans via Computer Energy Modeling
2. In-process inspections
 - First inspection
 - Duct tightness test (if applicable)*
 - Second Inspection (usually combined with 1st)
 - Insulation
 - Final Inspection
 - Blower door test*
3. Finalize energy model based on verified performance and equipment

*Required by Base Energy Code 2015 IECC



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Why Test Performance?

- Prescriptive codes don't guarantee good installation, air and water tightness, or that thermal insulation is effective.
- Small air gaps can reduce insulation R-values by 50% or more.
- HERS Raters provide third party verification



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Proposed Timeline for Building Code Changes

- Anticipate a DRAFT of new Stretch Code to be published in 2021 for public comment
- Anticipate BBRS to hold public hearings in 2021
- Goal is to have new Stretch Code ready to align with the timing of state adoption of 10th edition of building code
 - This would require a Final vote of BBRS in 2021
 - January 2022 target effective date

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*Creating a Clean, Affordable and Resilient Energy Future for the Commonwealth*

Green Communities Contact

Lisa Sullivan–Regional Coordinator

Lisa.m.sullivan@mass.gov

Office: (508)946-2822

Cell: (617)312-4018



www.mass.gov/orgs/green-communities-division

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*Creating a Clean, Affordable and Resilient Energy Future for the Commonwealth*

Peter Meier questioned under criteria #3 should we include the water districts?

Lisa Sullivan said you can include the water districts and include waste water. You can include enterprise funds; we recommend you do.

James Potter questioned what happens to the new development coming to the community.

Lisa Sullivan said many General Contractors are pulling HERs ratings, and meeting HERS requirements.

James Potter questioned if there is an incentive to do LEAD.

Lisa Sullivan said a building that is LEAD certified would probably meet the spec code. New municipal buildings would be required to meet the Stretch Code. If you are renovating a municipal building you would not be required to meet the Stretch Code. We would bring in a Stretch Code expert to do public information sessions.

Renee Gratis questioned how often do the 5 Criteria Standards Change, do you notify the town when the standards change, and how long do we have to comply when the Standards change.

Lisa Sullivan said as soon as we do an update; we would let you know it would be effective in 4-6 months, so you would have about a 6-month time to complete the update.

7.f. Calamar Construction Update

Tony Schiavi sent a letter to calamar construction in early March to get an update on the project.

Jerry Hill, Executive Vice President for Construction and Development for Calamar, gave a brief update. In addition to the 1 and 2-bedroom apartments, it will have a host of other functions. It will have a library, community room, lounge, yoga room, fitness center, chapel, computer lab, a movie theater. We have staff to program those for the residents.

We are already up to 35-40% pre-leased.

We're installing windows and doors. We are reengaging with a lot of our subs. Our goal is by May 1st to see all activity on site again. Hoping to get the parking lot paved soon. We expected to be completed by Q4 of this year and have residents moving in during that time. We will give hard-hat tours for the BOS if notified in advance.

Jared MacDonald spoke about cleaning the jobsite. The wood onsite looks like it may be molding.

Jerry Hill said coming out of winter we have a third party come in and do an inspection of all the wood. We'll address the immediately needs of the site, and they will be moving as quickly as they can to get the exterior of the building complete, so by summer time it looks a lot better.

George Slade questioned do you anticipate any other supply chain or labor issues, will you let us know as soon as possible?

Jerry Hill said he will send the Town Administrator an update in August, in terms of schedule.

Tony Schiavi said someone should send a message to the site manager (Sunny) that the site needs to be maintained. Jerry Hill said the site manager will be notified.

Karen McGlaucklin, 19 Perry Ave spoke about the sand and debris that is blowing around affecting her property.


8) Selectmen's Business

- a. Board of Selectmen discussion and possible vote on establishing Bourne Community Service Officers (Constables) program under the Bourne Police Department**
- b. Discussion and vote to regarding the Town Administrator's Organization/Reorganization Plan of the Department of Public Works and Information Technology Departments**
- c. Discussion and possible vote on the Town Administrator's revised FY22 Sewer Budget and updated Enterprise Fund Sources and Uses**
- d. Review Articles and Motions for the May 3, 2021 Special and Annual Town Meeting**
 - i. Board of Selectmen vote recommendations for Articles**
- e. Discussion and vote to sign the May 2021 Election Warrant**
- f. Board of Selectmen discussion and possible vote to appoint a retiree to the OPEB Trust**
- g. Board of Selectmen discussion related to filling a Bourne Library Trustee vacancy**
- h. Board of Selectmen discussion related to an alternate member for the Joint Base Cape Cod Military Civilian Community Council (MC3)**

8.a. Board of Selectmen discussion and possible vote on establishing Bourne Community Service Officers (Constables) program under the Bourne Police Department

Chief Shastany spoke about the Community Service Officers. During the summer we will need assistance with the parking and other traffic issues. We can have Community Service Officer that is sworn in as a Constable. Under MGL c. 41 Section 91A basically states the Selectmen can appoint any person from time to time for a term not to exceed three years as many Constables as they deem necessary. We can limit their enforcement authority. We can have them enforce parking regulations, direct, and move motor vehicle traffic. We will

recruit, background, & train them. Asking you to consider creating these positions, will provide the necessary documents.

	BOURNE POLICE DEPARTMENT Policy and Procedure Community Service Officers 2021-01	
	Date of Issue: 03/23/2021 Review Date: Revised: 03/23/2021	Issuing Authority: Director Paul J. Shastany
Certification Standards: Accreditation Standards: 22.2.5, 61.3.4a-e Optional Accreditation Standards:		

Policy Statement: Community Service Officers are part-time employees of the Town of Bourne. Their primary responsibility is to issue parking violations and direct motor vehicle and pedestrian traffic within town. Community Service Officers have no arrest powers or authority to issue motor vehicle citations.

Community Service Officers' only enforcement authority is the issuance of the Town of Bourne's Parking Violations. Community Service Officers may be assigned to control pedestrian and vehicular traffic at fixed posts determined to be necessary by the Police Department's Chief or Commanding Officer. [61.3.4 a]

It shall be the policy of the Bourne Police Department to ensure that all Community Service Officers be compliant with all provisions of the laws, ordinances, and court decisions consistent with Motor Vehicle laws, Manual on Uniform Traffic Control Devices and accepted police procedures.

Objective:

- To clearly define that Community Service Officers do not have the status of sworn law enforcement officers or regular constables.
- To describe the duties of Community Service Officers.
- To ensure that Community Service Officers are trained in the duties which they are expected to perform.
- To ensure that uniforms of Community Service Officers are clearly distinguishable from those of sworn police officers.

Definition of Community Service. Officer:

- A. Community Service Officers are not sworn police officers and have absolutely no authority to effect seizures, serve warrants and other process, or make arrests. Community Service Officers are only authorized to issue Town of Bourne Parking Violations and direct motor vehicle and pedestrian traffic within the town.
- B. Community Service Officers are appointed and sworn in as Constables, pursuant to G.L. c. 41 § 91A by the Board of Selectmen with approval of the Town Administrator, upon recommendation by the Chief of Police.

- C. The power of Community Service Officers to direct motor vehicle and pedestrian traffic is strictly limited. Community Service Officers are authorized to direct, control, and regulate vehicular traffic. Such power shall only be exercised when in uniform, and only while performing an official assignment given by the Police Department.
- D. Community Service Officers shall be certified by Mass-Highway, or a Mass-Highway approved organization, to perform traffic control services on Public Roads.
- E. Community Service Officers shall obey, without reservation, the regulations of the department and all lawful commands of police officers.
- F. Community Service Officers are used, at the sole discretion of the Chief of Police, to direct traffic and facilitate the smooth flow of vehicular and pedestrian traffic.
- G. Upon request, Community Service Officers shall support, aid, and assist police officers in the lawful performance of their duties.
- H. Community Service Officers shall, by May 1 of each year, provide the Administrative Lieutenant a letter signed by a registered physician stating the Community Service Officer is capable of performing the duties of a Community Service Officer as described in this policy.

COMMUNITY SERVICE OFFICERS – Those Community Service Officers so appointed by the Bourne Board of Selectmen for a period of three years.

Eligibility: Any town resident 21 years old and over, shall be eligible to apply for a position as a Community Service Officer. Physical fitness shall be determined, when necessary, by examination by a licensed physician designated by the Chief of Police at the Town's expense **[61.3.4.b]** The physical standards shall be established by the Chief. Applications shall be submitted to the Chief of Police.

Appointment: The Chief of Police shall make recommendations to the Town Administrator and the Town Administrator to the Board of Selectmen who will make appointments to the position of Community Service Officer. Community Service Officers will be "at will" employees and may be terminated/separated for cause, resignation, or retirement.

All Community Service Officers are required to attend an annual organizational meeting prior to the start of each summer season and will be given notice at least one week prior to the scheduled meeting date.

When a change in the summer assignment requires the extension of coverage time, the Community Service Officer assigned to that post will be responsible to accommodate the change. Every reasonable effort will be made to accommodate the Community Service Officer if necessary, providing it does not interfere with the effective operation of the department. Such determination is final and binding and is not subject to the grievance procedure.

Locations **61.3.4 d e**: Community Service Officers will be assigned to Beaches, Boat Ramps and Parking areas based upon determination by the Chief's designee, (Commanding Officer). The Commanding Officer will use such factors to include but not limited to, volume and numbers of vehicles parking in and around Beaches, Boat Ramps and Parking areas, location visibility, and site accident history. The Chief of Police or designee, and the Department of Natural Resources, may review the parking sites annually to determine if a Community Service Officer is needed near or at any of the Beaches, Boat Ramps and Parking areas. **[61.3.4 d e]**

Duties 61.3.4 a : A Community Service Officer's primary responsibility is to prevent parking congestion in and around the Town's Beaches, Boat Ramps and Parking areas. The secondary responsibility is to facilitate the safe crossing of pedestrians while crossing streets while walking to and from Beaches, Boat Ramps and parking areas within town. Community Service Officers shall make sure that all vehicular traffic has stopped before allowing pedestrians to cross. Community Service Officers will, by means of clear hand signals, direct motor vehicles to facilitate safe exits and entrance to Beaches, Boat Ramps and Parking Areas. [61.3.4 a]

Community Service Officers will arrive at their locations at the assigned starting times (per Commanding Officer). The start/finish times shall be subject to change at the direction of the Commanding Officer and will be based upon conditions at individual locations.

Community Service Officers will use clear hand signals, to provide safe passage for pedestrians and vehicles in traffic. Community Service Officers shall use gaps in traffic, as may be available and stop traffic in a safe manner when necessary. Community Service Officers shall delay crossing pedestrians until they have a safe opportunity to cross them.

Community Service Officers will issue Parking Violations to any vehicle found parked in a manner that violates the Town's Traffic Rules and Orders. The Parking Violation shall clearly indicate the date and time of the violation, vehicle description and registration number, location of the violation, the violation(s) observed, total fine assessed, the Community Service Officers ID number and their signature. The Community Service Officer shall enter all Parking Violations issued during their assignment into the Department's Record Management System prior to the end of their Tour of Duty. Once entered into the Record Management System, the original copies of all parking violations shall be submitted to the Record's Department for processing. Any Parking Violations issued in error shall be submitted to the Commanding Officer along with the Voided Parking Violation form and all original copies of the violation.

Community Service Officers that observe a parking violation that creates an immediate safety concern or imminent road hazard will notify dispatch for a police officer to respond and evaluate.

Community Service Officers shall carefully document the description and registration number of all vehicles: violating their signals, committing moving violations hazardous to pedestrians under their charge, violating regulations regarding failure to stop for a Constable MGL Ch. 90 sec. 29., school buses or motor vehicle accidents observed by them. They will make full reports as to times, dates, details, and identifying information immediately to dispatch.

No Community Service Officer will wear their Community Service Officer clothing other than for the performance of his/her assigned duties. No Community Service Officers will smoke on duty, nor drink any alcoholic beverage before going on duty or while on duty.

A Community Service Officer who is unable to perform his/her assigned duty, for any reason, is required to call the Commanding Officer/Police Department at least one hour before the hour in which he/she is due to report to his/her post/assignment to allow proper replacement coverage to be arranged. The Community Service Officer will be expected to give reason(s) why he/she is unable to perform his/her assigned duty. Failure of Community Service Officer to abide by the Rules and Regulations herein described may result in disciplinary action to include dismissal.

The Chief of Police, for the benefit of the Town and the Community Service Officers, has drawn up these Rules and Regulations. They are based on present needs. If specific issues that arise regarding duties and performance, appropriate action may be taken.

Training, Knowledge, and Skills:

- A. The Board of Selectmen have the ultimate authority in appointing Community Service Officers.
- B. At minimum, Community Service Officers shall complete such annual in-service training as is required by the Chief of Police.
- C. Knowledge of hand traffic signals, cone/traffic patterns and manual operation of traffic signals is required. (MUTCD)
- D. Knowledge of the Town's geography, streets, and businesses is required.
- E. Ability to operate a motor vehicle within the Commonwealth of Massachusetts, including possession of a valid Massachusetts Class D Driver's license and knowledge of how to operate a passenger vehicle is required.
- F. Ability to effectively communicate, both written and oral, with the public.
- G. Certified and trained in the administration of CPR, AED, Naloxone, tourniquet application, and First Aid.
- H. Trained and proficient in the usage of all issued equipment.

Uniforms **22.2.5 61.3.4 c:** Each Community Service Officer shall appear on his/her post in the authorized attire and with authorized issued equipment. The authorized attire/equipment shall consist of: [61.3.4 c]

- High visibility traffic vest-must meet the ANSI/ISEA 107-2004 standard.
- High visibility traffic jacket-must meet the ANSI/ISEA 107-2004 standard.
- High visibility traffic gloves.
- Traffic hat.
- Duty pants/shorts.
- Black sneakers and black socks.
- Whistle.
- Town of Bourne Parking Violation Book(s) sufficient for the assigned shift.
- Flashlight, if working during low-light periods.
- Fully charged police portable radio.
- Pen and pocket notebook.

Note: The high-visibility traffic vest or jacket must be zippered while being worn at all times when performing Traffic Direction duties. Attire and equipment must be maintained in clean/neat, good working order. If the Community Service Officer becomes aware of non-functioning, damaged, lost, or stolen equipment, he/she shall report it immediately to his/her commanding officer.

Voted: George Slade moved and seconded by Peter Meier to establish Bourne Community Service Officers (Constables) program under the Bourne Police Department, as presented.

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 vote to regarding the Town Administrator's Organization/Reorganization Plan of the Department of Public Works and Information Technology Departments

Tony Schiavi said we held a public hearing on March 16th, had discussion, presentation, and questions. The public hearing was closed. In accordance with the Charter the Selectmen had 14 days after the close of the public hearing to propose any amendments and then vote on the final plan. There were no amendments received. The Board will vote tonight to implement the plan, which is to reorganize the DPW by removing responsibility for the maintenance and repair of town buildings from DPW to a newly created and separate Facilities Dept. Also to formally recognize and organize the Information Technology Dept, and further to move to the data process appropriation from the Finance Department to the newly created Information Technology Department.

Voted: George Slade moved and seconded by Peter Meier to approve the Town Administrator's Organization/Reorganization Plan of the Department of Public Works and Information Technology Departments, as presented.

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

Vote: 5-0-0.

8.c. Discussion and possible vote on the Town Administrator's revised FY22 Sewer Budget and updated Enterprise Fund Sources and Uses

Peter Meier said there was an inquiry last week with the Mass Ethics Commission and Town Counsel because my family and myself are rate payers. In conversations with the State Ethics Commission, because there is a rate that may go up or down and I may benefit from it, I have been asked to recuse myself. There is an exemption within the law that we're trying to get clarification on that exemption. Having any possibility of a conflict I am choosing to step aside on this matter.

Tony Schiavi said Sewer Commissioners voted to endorse this adjusted budget, so now it's getting presented to the Selectmen. It's the Selectmen's responsibility to approve the budget that Town Meeting will hear on May 3rd. Mr. Schiavi went over the adjusted Sewer Budget. Also spoke about the Finance Committee's input to the Selectmen related to the sewer budget.

Sewer Enterprise Fund

Evaluating the Use of Retained Earning

Board of Selectman Meeting April 6, 2021

Current Status

- The overall FY22 SEF budget increased \$208k or 16.7% from FY21
- Largest contributor is the estimated/anticipated costs to pay for and operate/maintain the new WWTF
- NO new users being added to the system-costs increases fall to current users
- Factors are many-the pandemic, slowed economic growth, building cost
- Original FY22 SEF budget presented on 1/5/21 to the Board of Selectmen
- Our budgets should be structurally balanced-one time revenue use isn't sound fiscal management
- TA, Finance Team and BOS/BOSC constantly monitor the fiscal position of the SEF and make adjustments when solid information presents itself
- March 23, 2021 - the Board of Sewer Commissioners (BoSC) finalized and voted the SEF budget to be presented at Town meeting for approval
- The voted budget includes a budget increase of approximately \$158K or 11.7% over the prior year
- Retained earnings in the amount of \$50K will be used to supplement the budget (to offset the reserve fund)
- March 29, 2021 – the Finance Committee requested the BoSC consider using additional retained earnings (\$135K) to supplement the budget with the intent to reduce the cost to users

Meeting Votes and Project Approval

- ATM 5/1/2017 Article #9-24 (\$335,000)
- STM 10/30/2017 Article #2 (\$6,558,000)
- STM 5/6/2019 Article #5 (\$2,800,000)

Total Project Cost
Voted by Town Meeting

\$9,693,000

Source	Amount	% of Total Project
GF SRF Loan	\$ 2,260,409.75	
GF Borrow	896,740.25	
Subtotal GF	3,157,150.00	32.57%
Sewer Enterprise SRF	2,400,000.00	24.76%
Subtotal Town	5,557,150.00	
State Grant - Mass Works	1,800,000.00	
Federal Grant - EDA	2,335,850.00	
Subtotal Grants	4,135,850.00	42.67%
Total	<u>\$ 9,693,000.00</u>	

What Are Retained Earnings?

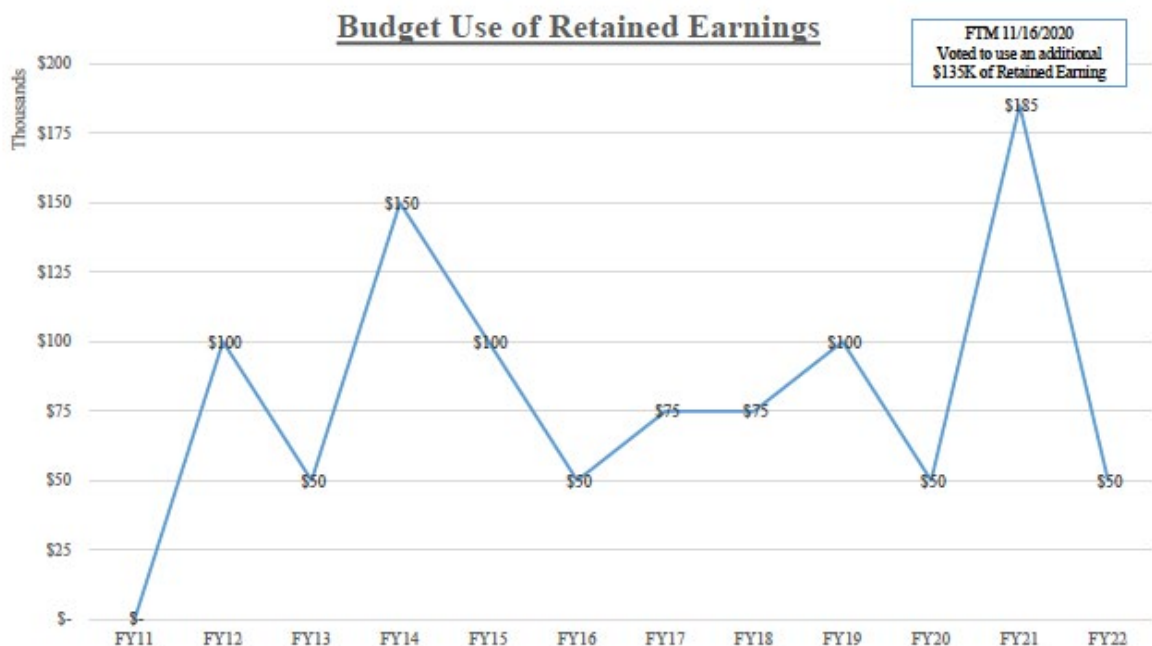
Per the Municipal Finance Glossary issued by the MA Department of Revenue, retained earnings are an equity accounting reflecting the accumulated earnings of an enterprise fund that may be used to fund capital improvements, to reimburse the general fund for prior year subsidies, to reduce user charges and to provide for enterprise revenue deficits (operating loss).

Retained earnings are similar to General Fund Free Cash.

Fiscal Year	Use of Retained Earnings	% of Budget
FY22	\$ 50,000	3.32%
FY21	\$ 185,000	13.73%
FY20	\$ 50,000	3.94%
FY19	\$ 100,000	8.32%
FY18	\$ 75,000	6.78%
FY17	\$ 75,000	7.14%
FY16	\$ 50,000	4.89%
FY15	\$ 100,000	10.20%
FY14	\$ 150,000	14.97%
FY13	\$ 50,000	5.39%
FY12	\$ 100,000	10.27%
FY11	\$ -	-
	\$ 985,000	

Budget Use of Retained Earnings History

- RE have been used to supplement the operating budget and to discount the rates for many years
- These amounts have varied between \$50,000 and \$185,000 and represent significant portions of the budget
- The goal should be to eliminate the use of retained earnings to structurally balance the budget
- Reserves need to be maintained for future infrastructure improvements, and other one-time expense





Current Fiscal Health

- Expenditures will continue to increase – plant operations plus debt service for project costs, Wareham plant improvements, etc.
- New committed overage will not generate enough revenue to cover the additional costs
- Significant revenue from system development fees is not expected (FY20 influx of \$140k+ was a one-time event)
- 35 Users left the system FY18-21 – new users are uncertain
- The fund is incurring costs for additional capacity without utilization

Expense & Rate History

Fiscal Year	Budgeted Expenses	Increase (Decrease) from PY	Annual User Rate	Increase (Decrease) from PY
FY11	\$ 921,757		734.00	
FY12	\$ 973,543	5.62%	734.00	0.00%
FY13	\$ 927,233	-4.76%	734.00	0.00%
FY14	\$ 1,002,086	8.07%	734.00	0.00%
FY15	\$ 980,681	-2.14%	734.00	0.00%
FY16	\$ 1,021,660	4.18%	749.00	2.04%
FY17	\$ 1,050,101	2.78%	752.00	0.40%
FY18	\$ 1,106,279	5.35%	776.00	3.19%
FY19	\$ 1,202,255	8.68%	826.00	6.44%
FY20	\$ 1,269,079	5.56%	879.00	6.42%
FY21	\$ 1,347,355	6.17%	924.00	5.12%

Equal Rates from
FY11 – FY15

Historically, expenses continue to increase more than the rate increase

Transparent & Accurate Information is Essential in Making Sound Financial Decisions

- Finance Committee cautioned the use of RE at the FTM on 11/16/2020 – what has changed?
- Information presented to all committees needs to be the most accurate and up-to-date data available – revenue amounts and users were incorrectly stated in the Finance Committee's analysis
- It's not **common** practice for retained earnings to subsidize the operating budget – it's **allowable**
- Regional School District are governed by different laws & regulations – they are not really comparable to an enterprise fund – districts **must** use any E&D in excess of 5% of its operating budget for the succeeding fiscal years as a revenue source
- In most years, the increase in expenses has exceeded the increase in rates – rates were level from FY11- FY15
- Certified retained earnings have been greater than \$600K in most of the recent years- what's right number?
- C&I Water Protection Funds – Bourne's allotment has not been determined
- FY21 still has a quarter to go, we cannot assume the reserve fund or unspent budget lines will be available at 6/30
- Administration and DPW are tracking a number of forthcoming projects to address a neglected sys.
- Regardless of the amount of flow to Wareham – the fee is fixed, and increases 2.5%/Year

What Happens if We Increase the Use of Retained Earnings to \$135K?

- The budget will continue the years long trend of structural imbalanced
- Rates will be artificially reduced by \$39.50/Bill (\$79 annually) vs. the current proposed budget – “If the BoSC considers this when adjusting the rates”
- Creates a dependency on retained earnings; eventually running out and the increase to the rates will spike
- \$135,000 is equal to 9% of the SEF FY22 Budget – this is significant
- It will take time to build this back

Points to Consider Before Utilizing Retained Earnings to Supplement the Budget

- This is a one-time, non-recurring revenue source – future year rate increases will be drastic
- Expenses will continue to increase with the addition of debt authorized at town meeting (SRF will add approx. \$143K/year beginning in FY23)
- Current balances do not support future system improvements – our infrastructure is old; per the FY2020 audited financial statements, 75% of our assets are fully depreciated.
- There is no reserve policy in place - this needs to be established to avoid depletion
- How will the new plant affect the current system? Will costly fixes be needed?

- Sustainability of the fund – a deficit in retained earnings will put a burden on the general fund and effect other services – the general fund is already picking up a substantial portion of the cost of the new plant.
- Counting on General Fund Subsidies to the Sewer Enterprise Fund has real consequences for all of Bourne
-

A Plan for the Future is Needed

- More time is needed to analyze actual and current information
- The Town should adopt a policy to govern the SEF. The policy should address the following:
 - Funding methodology (self-sufficient vs. requiring GF subsidy)
 - Retained earnings (desired levels, allowable uses)
 - Indirect Costs (defined and calculated according to indirect cost policy; reimbursed to GF)
- Utilization of retained earnings to reduce the rates is a short-term “feel- good” fix – it is not sustainable for rates to be offered at a perpetual discount

Discounted Rates

Meeting	Rate	Inc from PY	Discount From Retained Earnings
2021 Initial Rates (\$879/\$50K)	\$ 1,051	\$ 172	\$ 47
2021 Adjusted Rates (\$879/\$185K)	\$ 924	\$ 45	\$ 173
1/5/2021 TA Recommended Budget (\$924/\$50K)	\$ 1,423	\$ 499	\$ 47
3/23/2021 TA Revised Budget (\$924/\$50K)	\$ 1,207	\$ 283	\$ 47
3/29/2021 Finance Committee Budget Request (\$924/\$135K)	\$ 1,128	\$ 204	\$ 126

Bottom Line

- Warning flags are front and center – ignoring them at our own peril is not a prudent course of action any longer
- Any plan built on speculation of outcomes, counting resources we don't have yet, maybes and HOPE that something may happen is a slippery slope

Are we playing a game of Jenga with the Sewer Enterprise Fund?

Recommendation

- The Board of Selectmen and Sewer Commissioners should adopt the Town Administrator's revised 3/23/21 revised Sewer Budget as the most prudent approach
- Continue to work on developing a long-term plan that will best serve not only the BB sewer district but the Town of Bourne

Voted: George Slade moved and seconded by James Potter to approve the revised FY22 Sewer Enterprise Fund Budget and updated Enterprise Fund Sources and Uses, as presented.

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

Vote: 4-0-0.

8.d. Review Articles and Motions for the May 3, 2021 Special and Annual Town Meeting

i. Board of Selectmen vote recommendations for Articles

ARTICLE 3: To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to operate the Sewer Department, or take any other action in relation thereto. Sponsor – Board of Sewer Commissioners

MOTION: We move the sum of \$1,357,223 be authorized to be expended by the Sewer Commissioners for the operation of the Sewer Department for fiscal year July 1, 2021 to June 30, 2022 as follows:

Salaries & Wages 214,020

Expenses \$1,093,203

Reserve Fund \$ 50,000

And we further move that the sum of \$148,315 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 \$1,455,538 be raised from Sewer Enterprise Receipts and \$50,000 be transferred from Sewer Retained Earnings.

Voted: George Slade moved and seconded by Peter Meier to recommend approval of Annual Town Meeting Article 3 (Sewer Budget) at the May 3, 2021 Annual Town Meeting

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

Vote: 5-0-0.

Peter Meier said he wanted it noted that he didn't vote on the rate adjustment, but he can vote on the overall budget.

8.e. Discussion and vote to sign the May 2021 Election Warrant

The standard election warrant:

To either of the Constables in the Town of Bourne: Greetings

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Bourne qualified to vote in elections to meet in

BOURNE VETERANS MEMORIAL COMMUNITY CENTER - PRECINCT 1

BOURNE VETERANS MEMORIAL COMMUNITY CENTER - PRECINCT 2

BOURNE VETERANS MEMORIAL COMMUNITY CENTER - PRECINCT 3

BOURNE MIDDLE SCHOOL - PRECINCT 4

ST. JOHN'S PARISH CENTER - PRECINCT 5

ST. JOHN'S PARISH CENTER - PRECINCT 6

BOURNE MIDDLE SCHOOL - PRECINCT 7

Tuesday, the 18th day of May, 2021 at 7:00 o'clock a.m. until 8:00 p.m., then and there for the following purpose.

To cast their votes in the Election of Officers in the Town of Bourne for the following offices:

1 Moderator for one year

2 Selectmen/Sewer Commissioners for three years

1 Town Clerk for three years

2 Members, Board of Health for three years

1 Member, Board of Health for two years

2 Trustees, Jonathan Bourne Public Library for three years

3 Members, Planning Board for three years

1 Trustee, (Veteran) Bourne Veterans' Memorial Community Building for three years 1 Trustee,

(Non-Veteran) Bourne Veterans' Memorial Community Building for three years

2 Members, School Committee for three years

2 Members, Bourne Recreation Authority for three years

1 Member, Bourne Housing Authority for five years

and all other candidates that may appear on the official ballot.

Voted: George Slade moved and seconded by Peter Meier to approve the May 2021 Election Warrant, as presented.

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

Vote: 5-0-0.

8.f. Board of Selectmen discussion and possible vote to appoint a retiree to the OPEB Trust

Judy Froman said the OPEB Trust needs a retiree on the Trust.

Mary Jane Mastrangelo recommend Karen Girouard.

Jared MacDonald also recommend Karen; she has the experience from her position working with the town.

Karen Girouard spoke briefly on why she would like to serve as one of the Trustees as a retiree for the OPEB Trust.

Voted: George Slade moved and seconded by Peter Meier to appoint Karen Girouard to the Other Post-Employment Benefits (OPEB) Trust with the term to expire on April 5, 2022.

George Slade spoke about the expiration date, does April 5th coincide with the meeting of the Trustees?

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

8.g. Board of Selectmen discussion related to filling a Bourne Library Trustee vacancy

Tony Schiavi said Allison DeCosta submitted her resignation as a Library Trustee. We advertised the vacancy on April 1st. Scheduled to have a joint meeting with the Library Trustees at 6:00 on Tuesday, April 13th. Any interested candidates need to submit letter of interest to George Slade, Clerk of the BOS no later than 4:00 pm on Friday, April 9th. The new appointed Trustee will fill the remaining term of Allison DeCosta, which is the May 2022 Annual Town election.

8.h Board of Selectmen discussion related to an alternate member for the Joint Base Cape Cod Military Civilian Community Council (MC3)

This item was not discussed.

9) Town Administrators Report

- a. Update on DEP Notice of Non-Compliance at 239 Main Street—Bourne Community Center**
- b. Request to authorize the Town Administrator to sign a lease contract greater than three years related to Bourne Police Department copiers**

9.b. Tony Schiavi said there is a request from the Police Department to request approval from the Board to allow Mr. Schiavi to sign a 5-year lease for the copy machine.

Voted: George Slade moved and seconded by Peter Meier to allow the Town Administrator to sign a five (5) year lease to provide a copier for the Bourne Police Department as allowed in M.G.L. chapter 30B, section 12(b). The Board of Selectmen have determined this five (5) year lease to be in the best interest of the Town.

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

10) Correspondence

These are the correspondence that are posted on the town website along with the agenda

- A. DEP – Non- compliance letter
- B. ABCC Advisory regarding outdoor table service
- C. Thank you letter from Big Brothers/Big Sisters
- D. Upper Cape Regional Technical School District Committee meeting notes – February 11, 2021
- E. Bourne Historical Society Letter regarding wastewater outfall
- F. Letter from the Commonwealth of Massachusetts searching for lease space
- G. Letter from K. Wood requesting permission to use the Park for a Vendor Fair
- H. FEMA letter of map revision (flood zone designation) for 276 Scraggy Neck Road
- I. Email from K. McCallion regarding retained earnings
- J. Email from M. Macrina regarding sewer rates
- K. Email from A. Nardi regarding sewer rates
- L. Email from S. Page regarding sewer rates
- M. Letter from M. Dunn regarding Sewer Rates
- N. Letter from Neil Langille

11) Adjourn

Voted: George Slade moved and seconded by Peter Meier to adjourn. Meeting adjourned at 10:40 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.