

**Board of Selectmen
Minutes of Tuesday, November 30, 2021
Bourne Veterans' Community Center
Buzzards Bay, MA**

**TA Tim King, Acting
ATA Glenn Cannon**

Selectmen

Peter Meier, Chair
George Slade, Clerk
Judy Froman, Vice Chair - excused
Jared MacDonald - excused
Mary Jane Mastrangelo

Others: Erica Flemming, Finance Director

Chair Meier said there are a few statements before the meeting begins:

Mary Jane Mastrangelo recommended that the public come or watch the Comprehensive Wastewater Management Plan public presentation on the needs analysis stage that they will be making on Thursday night, December 2nd at 7:00 PM in the Bourne High School Library. She said it will be a hybrid meeting through Zoom.

Chair Meier wanted to take a point of personal privilege to address the issue regarding the November 15, 2021, Board of Selectmen meeting not being televised. He said: "the Board of selectmen meeting scheduled before the Special Town meeting on November 15, 2021, was a special circumstance meeting, not our typical Board of Selectmen meeting. Due to votes needed before the Special Town meeting, the Board of Selectmen found it was necessary to hold the open session meeting to discuss different topics, including the old police station parking lot and the land to be sold as part of selling the old police station, making article 17 contingent on article 16, and discussion of the Next Grid first amendment, memorandum of agreement. As always, the Board of Selectmen want to be open and transparent. Although the Board of Selectmen's meeting was not televised, anyone was allowed to attend the Board of Selectmen's open session meeting and it was duly posted within the timeframes".

Caroline Smith and Maggie Shea introduced themselves as Girl Scouts with troop # 62919.

- 1. Moment of Silence to recognize our Troops and our public safety personnel.**
- 2. Salute to the Flag** - Caroline Smith and Maggie Shea led the group with saying the pledge of allegiance.
- 3. 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.

RECEIVED
2022 MAR 23 PM 1:27
TOWN CLERK BOURNE

4. **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.

5. **Public Comment on Non-Agenda Items**

- a. 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.

Dick Conron of Gray Gables said he was there to ask the Town's leadership team to initiate a request for an update on the machine gun range.

- 6) **Approval of Minutes: November 2, 2021**

Voted: George Slade moved, and Mary Jane Mastrangelo seconded to approve the minutes of November 2, 2021.

Vote: 3-0-0.

- 7) **Selectmen's Business**

- a. **Discussion and possible vote to allow Caroline Smith and Sophia Benedetto to build a box at Monks Park in Monument Beach. Caroline Smith and Sophia Benedetto are members of the Girl Scouts of America, and they are working toward their silver award. The box would be filled with pet supplies, such as dog leashes and cat toys.**
 - b. **Discussion and possible vote relative to the request by the homeowner of 1 Tattler Circle, Cataumet to refinance a restricted affordable home.**
 - c. **7:00 PM public hearing – discussion and possible vote to approve the Property Classification under MGL Chapter 40, Section 56.**
 - d. **Fiscal year 2021 financial review presentation by Erica Flemming, Finance Director, followed by a question-and-answer period.**
 - e. **Discussion and possible vote to affirm the Deed Conveyance taken by the Conservation Commission to accept the 6.5 acre “Flyover” parcel as acceptable open space mitigation for the potential Integrated Solid Waste Management (ISWM) facility expansion.**
 - f. **Discussion and possible vote to sign the deed for the 6.5 acre “Flyover” parcel. The “Flyover” parcel is required as open space mitigation for the potential Integrated Solid Waste Management (ISWM) facility expansion.**
- 7.a. **Discussion and possible vote to allow Caroline Smith and Sophia Benedetto to build a box at Monks Park in Monument Beach. Caroline Smith and Sophia Benedetto are members of the Girl Scouts of America, and they are working toward their silver award. The box would be filled with pet supplies, such as dog leashes and cat toys.**

Caroline Smith said the person she was working with is unable to complete her silver award, so she is going to do it solo going forward. Ms. Smith explained that the box is to help people that might

not be able to afford pet supplies but need them. She would like to build it at Monk's Park because it is a popular dog-walking area. George Slade asked where it would be located. Ms. Smith provided photos of the location of where she would like to build the box. Chair Meier asked her how often it would be maintained, and she said, if possible, every month. She will start soliciting for donations once she receives the Town's permission.

Voted: Mary Jane Mastrangelo moved, and George Slade seconded to allow Caroline Smith and Sophia Benedetto, of the Girl Scout troops of America, to construct a box on town property, at Monk's Park in Pocasset. The location and specifications of the box shall be approved by the DPW Superintendent Shawn Patterson. The purpose of the box is to provide pet supplies such as dog leashes and cat toys.

Vote: 3-0-0.

From: Caroline Smith

Sent: Saturday, November 20, 2021 7:21 PM

To: King, Timothy <tking@townofbourne.com>

Subject: Girl Scout Questions - Caroline Smith

Dear Mr. Tim King,

Hello, my name is Caroline Smith, I am a girl scout in the local Bourne troop. I am working on my silver award, which is the second highest award a Girl Scout of America can receive. I was talking to Sam Haines, who I know no longer works with the town of Bourne. We were discussing where and when I and my fellow girl scout, Sophia Benedetto, could talk to the select people about starting our project. Our idea for a project is to build a box that is filled with pet supplies, like dog leash, and cat toys. We need approval for the location that has been decided on, which is in the Monks Park area in Mo Beach. It is a popular spot for pet owners, especially dog owners. So, I am emailing about how I am able to contact the select people to meet with. I was also wondering, when I start building the box, and filling the box?

Sincerely,

Caroline Smith

7.b. Discussion and possible vote relative to the request by the homeowner of 1 Tattler Circle, Cataumet to refinance a restricted affordable home.

Chair Meier said this is an affordable house in town and due to DHCD requirements, the Town of Bourne has the right of first refusal when they go to re-finance. The Town of Bourne is not going to exercise their right of first refusal in this case.

Voted: Mary Jane Mastrangelo moved, and George Slade seconded to approve the refinancing of 1 Tattler Circle conditioned upon Department of Housing and Community Development (DHCD) approval of the transaction and that the total amount refinanced is not to exceed the lesser of \$194,031 or that approved by DHCH

Vote: 3-0-0.

There was some discussion on the refinanced amount and about approval by DHCH.

Bourne Housing Partnership Town Hall, 24 Perry Ave., Buzzards Bay, MA 02532
Tel 508 457 1005
email: affordablehomes@townofbourne.com

November 16, 2021

Bourne Select Board
Town Hall
24 Perry Ave
Buzzards Bay, MA 02532
Re: Request to refinance the property 1 Tattler Circle, Bourne

Dear Members of the Bourne Select Board,

The deed restriction on the property at 1 Tattler Circle designates the Board of Selectmen (now Select Board) as the local monitoring agent which must review for approval any refinancing, sale, or transfer of ownership. Approval for such actions must also be received by the owner from the Massachusetts Department of Housing and Community Development Local Initiative Program (LIP).

The owners have submitted a written request to the Select Board including the amount they wish to refinance. The maximum resale price of \$200,032 has been calculated from the formula in the property deed rider and has been confirmed by DH CD. The deed rider can be found in Barnstable County Registry of Deeds at Bk 24736 beginning at page 107 recorded on 8/6/2010. The requested amount requested to be refinanced is \$167, 800 which is well below the maximum which DHCD would allow which is \$194,031 (97% of the maximum resale price).

It is recommended that the Board approve the request to refinance 1 Tattler Circle conditioned upon DHCD approval of the transaction and that the total amount refinanced is not to exceed the lesser of \$194,031 or that approved by DHCD.

Kerry Horman,,

Affordable Housing Programs Administrator

Cc. Susan Ross, Chairperson, Bourne Housing Partnership
Tim King, Interim Town Administrator
Glen D.Cannon, Assistant Town Administrator

7.c. 7:00 PM public hearing – discussion and possible vote to approve the Property Classification under MGL Chapter 40, Section 56.

Chair Meier read aloud the Public Hearing Notice:

**PUBLIC HEARING NOTICE
ATTENTION TAXPAYERS**

TOWN OF BOURNE

PROPERTY CLASSIFICATION HEARING

A PUBLIC HEARING, AS REQUIRED UNDER MGL CHAPTER 40, SECTION 56, REGARDING THE PERCENTAGE OF LOCAL TAX LEVY TO BE BORNE BY EACH CLASS OF PROPERTY FOR THE FISCAL YEAR 2022 WILL BE HELD NOVEMBER 30, 2021 AT 7:00 PM AT THE BOURNE VETERANS MEMORIAL COMMUNITY BUILDING, 239 MAIN ST, BUZZARDS BAY, MA. INTERESTED TAXPAYERS ARE ENCOURAGED TO ATTEND AND PRESENT ORAL OR WRITTEN COMMENTS.

Voted: Mary Jane Mastrangelo moved, and George Slade seconded to open the Public Hearing.

Roll Call Vote – George Slade – yes, Chair Peter Meier – yes, Mary Jane Mastrangelo – yes. 3-0-0.

Rui Pereira, Director of Assessing, presented the 2022 Classification Hearing:

**TOWN OF BOURNE
FISCAL YEAR 2022
TAX CLASSIFICATION HEARING
November 30, 2021**

Purpose – to adopt the Town's Tax Policy by allocating or classifying the tax levy among property types – Board of Selectmen must vote on how to adopt the Tax Rate policy:

Either by

- Single tax rate
- Split tax rate

Additionally, can adopt exemptions and discounts

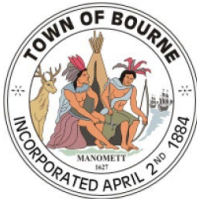
- Open space discount
- Residential exemptions; - up to 20% of the average of all residential value
- Eligibility' must be owner's primary residence

SMALL COMMERCIAL EXEMPTION

Up to 10% of assess value of eligible properties

Eligibility:

- Occupied by business
- Value of less than \$1 million
- No more than 10 employees; aggregate



TOWN OF BOURNE

Board of Assessors

24 Perry Avenue

Buzzards Bay, MA 02532

(508) 759-0600 Ext. 1510 ☐ Fax (508) 759-8026



Michael Leitzel, Chairperson

Ellen Doyle Sullivan, Clerk

Donna Barakauskas, Member

Rui Pereira, MAA
Director of Assessing

November 30, 2021

PROPERTY CLASSIFICATION RECOMMENDATION

FISCAL YEAR 2022

The Board of Assessors recommends that the Board of Selectmen retain one tax rate for all classes of property for Fiscal year 2022..The Board feels that the relatively small benefit to the residential taxpayer that could be achieved through the use of two tax rates is not warranted in light of the dramatic increase in taxes paid by the Commercial/Industrial/Personal Property taxpayer. Bourne is largely a residential community that simply does not have enough of a Commercial/Industrial base to make classification worthwhile.

FISCAL YEAR 2022 TOTAL VALUE BY CLASS

- Residential \$4,944,027,422

- Commercial \$418,160,368
- Industrial \$42,498,370
- Personal Property \$191,359,460

Total Taxable Value \$5,596,045,620

Increase of 9% from Fiscal Year 2021

FISCAL YEAR 2022
PERCENTAGE OF LEVY BY
CLASS

- Residential 88.347 %
 - Commercial 7.472 %
 - Industrial .759 %
 - Personal Property 3.419 %
-
- 100.00 %

TAX LEVY ANALYSIS

Fiscal Year 2021 tax levy \$54,749,620.36

Fiscal Year 2022 tax levy \$56,464,100.30

Projected single tax rate for Fiscal Year 2022

Fiscal year 2022 Tax Levy / Fiscal year 2022 Total
Taxable Valuation of Town =

\$10.09 Per thousand of valuation

SINGLE TAX RATE ANALYSIS

Single Family Property

Tax Rate

Annual Taxes

Commercial / Industrial

Building Property

Tax Rate

Annual Taxes

Last Year

Median Assessment FY 2021

\$374,600

\$10.77

\$4,034.44

Last Year

Median Assessment FY 2021

\$404,150

\$10.77

\$4,352.69

Median Assessment FY 2022

\$413,600

\$10.09

\$4,173.22

Median Assessment FY 2022

\$412,700

\$10.09

\$4,164.14

FY21 to FY22

+ 9.43 %

-\$0.68

+\$138.78

FY21 to FY22

+ 2.07 %

-\$0.68

-\$188.55

SINGLE TAX RATE ANALYSIS WITH NO SHIFT

FISCAL YEAR 2022 No
CIP Shift – Residential factor
of 1.00

Tax Rate

Median Assessment *

Taxes

Residential

\$10.09

\$ 413,600

\$ 4,173.22

Com/Ind

\$10.09

\$ 412,700

\$ 4,164.14

SPLIT TAX RATE ANALYSIS WITH SHIFT OPTIONS

FISCAL YEAR 2022 1.110
CIP Shift - Residential factor

99.520264

Residential

\$ 9.94

Median Assessment

\$ 413,600

Taxes

\$ 4,111.18

Tax bill change
(-) or (+)

- \$ 62.04

Com/Ind

\$ 11.20

\$ 412,700

\$ 4,622.24

+ \$ 458.10

1.250 CIP Shift - Residential
factor 98.909690

Tax Rate

Median Assessment

Taxes

Tax bill change (-) or (+)

Residential

\$ 9.76

\$ 413,600

\$ 4,036.73

- \$ 136.49

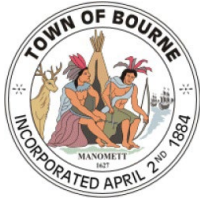
Com/Ind

\$ 12.61

\$ 412,700

\$ 5,204.14

+ \$ 1,040.00



TOWN OF BOURNE

Board of Assessors

24 Perry Avenue

Buzzards Bay, MA 02532

(508) 759-0600 Ext. 1510 ☐ Fax (508) 759-8026



Michael Leitzel, Chairperson
Ellen Doyle Sullivan, Clerk

Donna Barakauskas, Member

Rui Pereira, MAA
Director of Assessing

November 30, 2021

Recommended Motion for Board of Selectmen

Motion to adopt a single tax rate by selecting a residential factor of 1 in determining the allocation of taxes to be borne by the four classes of real property, along with personal property, for Fiscal Year 2022 and not to adopt an Open Space Discount, Residential Exemption or a Small Commercial Exemption for Fiscal Year 2022.

There was some discussion about new growth.

Voted: George Slade moved, and Mary Jane Mastrangelo seconded to close the hearing.

Roll Call Vote – George Slade – yes, Chair Peter Meier – yes, Mary Jane Mastrangelo – yes. 3-0-0.

Voted: Mary Jane Mastrangelo moved, and George Slade seconded to adopt a single tax rate by selecting a residential factor of 1 in determining the allocation of taxes to be borne by the four classes of real property, along with personal property, for Fiscal Year 2022 and not to adopt an Open Space Discount, Residential Exemption or a Small Commercial Exemption for Fiscal Year 2022.

Roll Call Vote – Mary Jane Mastrangelo – yes, Chair Peter Meier – yes, George Slade – yes. 3-0-0.

7.d. Fiscal year 2021 financial review presentation by Erica Flemming, Finance Director, followed by a question-and-answer period.

Erica Flemming presented the Year End Financial Review for June 30, 2021:



**Town of Bourne
Financial Review
For the Year Ended June 30, 2021.
Presented by Erica Flemming, Finance Director**

Presentation Agenda

- General Fund Financial Results
- Financial Policy Compliance
- Other Funds (special revenue, trust funds, agency)
- Enterprise Funds

On March 10, 2020, Governor Charlie Baker declared a state of emergency due to the Coronavirus

outbreak. The state of emergency was Terminated on June 15, 2021.

Due to the state of emergency, Bourne Town Offices were closed from March 16, 2020 until June 1, 2021

– the finance department was able to continue operations throughout the emergency without any interruptions in service – bills paid, funds collected, payroll issued, etc.

General Fund Operating Budget FY2021

Annual Town Meeting 6/29/2020 Original Budget Vote \$ 70,373,266
Special Town Meeting 11/16/2020 Budget Increase 180,088
Special Education Reserve 3/2/2021 Budget Increase 100,000
Reserve Fund Transfers Various Budget Increase 115,000
Final General Fund Budget \$ 70,768,354

Budget Revenue Sources

Tax Levy \$ 54,749,621
State Aid, Net of Assessments 3,135,435
Local Receipts 7,092,454
Other - EF Indirect Costs &
Host Community Fee 3,002,940
Other - Special Revenue Funds 2,452,733
Free Cash, Net of Off Budget Items
(Reserve Fund, Overly Reserve,
Elected Official Salaries) 220,171
Reserve Fund 115,000
Total \$ 70,768,354

ARTICLES OF THE WARRANT, MOTIONS,
VOTER INFORMATION, AND
RECOMMENDATIONS
OF THE
FINANCE COMMITTEE

FOR THE
BOURNE SPECIAL

and

ANNUAL TOWN MEETING

Monday, June 29, 2020

7:00 P.M.

Bourne High School Jackson Field



A Voter's Handbook

*PLEASE BRING THIS HANDBOOK TO EACH SESSION OF
TOWN MEETING*

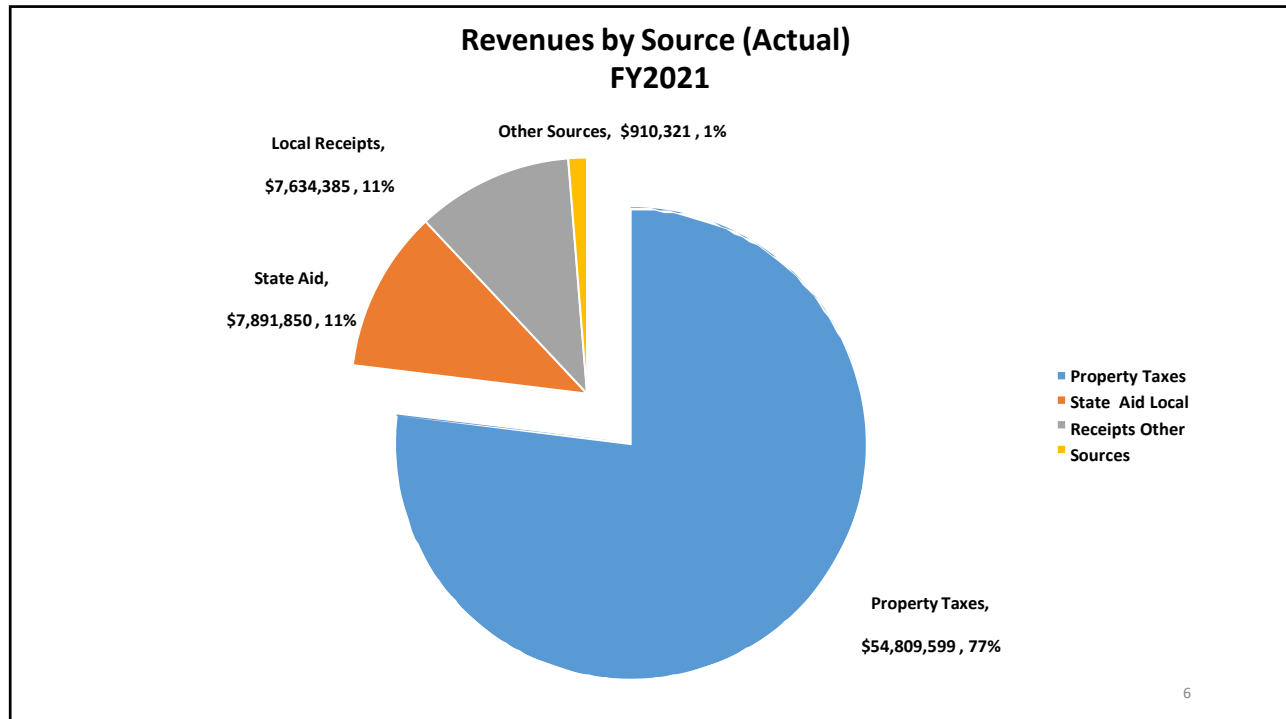
General Fund Revenue

Revenues

(All monies received from any source)

Major Revenue Sources:

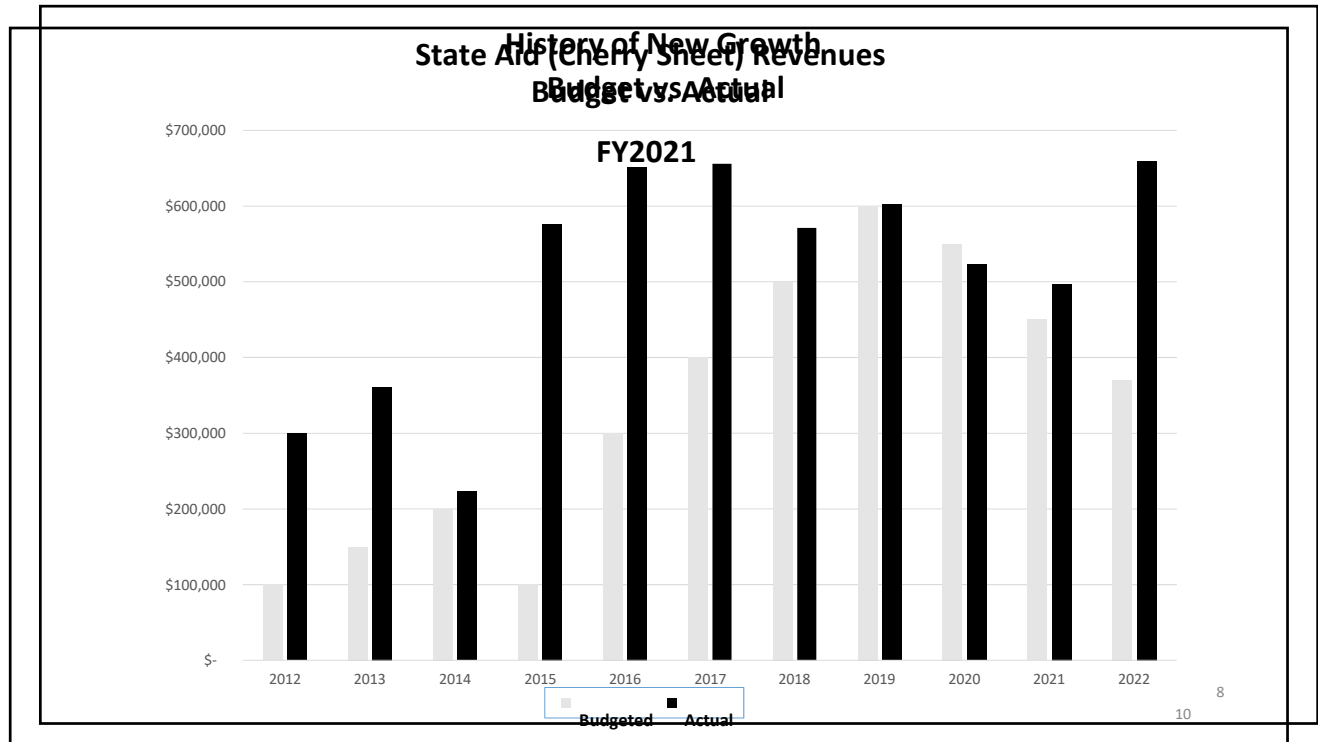
- **Property Taxes (77%)** - calculated annually on the Tax Rate Recapitulation; limited to 2.5% of the previous year's levy limit plus new growth, debt exclusion and other adjustments (Cape Cod Commission Tax)
- **State Aid (11%)** – Cherry Sheet Receipts (Chapter 70 Aid, Veteran's Benefits, Unrestricted General Gov't Aid, etc.)
- **Local Receipts (11%)** – various tax and departmental revenues (motor vehicle, hotel, boat and meal taxes, recreational, licenses, permits, fees, fines, energy credits and other charges for services)
- **Other (1%)** – Host Fee



**History of New Growth
Budget vs. Actual**

Fiscal Year	Budgeted New Growth	Actual New Growth	\$ Over (Under) Budget
2022	\$ 370,000	\$ 659,406	\$ 289,406
2021	\$ 450,000	\$ 496,943	\$ 46,943
2020	\$ 550,000	\$ 522,773	\$ (27,227)
2019	\$ 600,000	\$ 601,987	\$ 1,987
2018	\$ 500,000	\$ 571,102	\$ 71,102
2017	\$ 400,000	\$ 655,699	\$ 255,699
2016	\$ 300,000	\$ 651,484	\$ 351,484
2015	\$ 100,000	\$ 576,154	\$ 476,154
2014	\$ 200,000	\$ 222,805	\$ 22,805
2013	\$ 150,000	\$ 361,352	\$ 211,352
2012	\$ 100,000	\$ 299,625	\$ 199,625
2011	\$ 100,000	\$ 241,638	\$ 141,638
2010	\$ 300,000	\$ 312,541	\$ 12,541

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Debt Exclusion

Fiscal Year	Net Excluded Debt Service
FY2022	\$4,258,028
FY2021	\$4,456,287
FY2020	\$4,208,712
FY2019	\$3,153,154
FY2018	\$1,955,412
FY2017	\$1,523,207
FY2016	\$1,073,114
FY2015	\$1,094,894
FY2014	\$1,106,186

Historical State Aid Revenue

2021

Estimate

Receipt Type	Budget	Actual	Difference	Actual as a % of Budget	FY2017
Veteran's Benefits	\$ 112,204	\$ 137,923	\$ 25,719	122.92%	
Exemptions: Veterans, Blind, Surviving Spouse	110,456	21,106	(89,350)	19.11%	
State Owned Land	600,691	616,320	15,629	102.60%	
Unrestricted Govt Aid	1,556,625	1,592,606	35,981	102.31%	
Chapter 70	5,215,213	5,242,233	27,020	100.52%	
Charter School Reimbursement	201,994	344,662	142,668	170.63%	
Subtotal General Fund	\$ 7,797,183	\$ 7,954,850	\$ 157,667	102.02%	
Public Library	22,785	27,615	4,830	121.20%	
School Choice Receiving Tuition	1,085,903	832,495	(253,408)	76.66%	
Subtotal Revenue Offsets	\$ 1,108,688	\$ 860,110	\$ (248,578)	77.58%	
Total State Revenue	\$ 8,905,871	\$ 8,814,960	\$ (90,911)	98.98%	

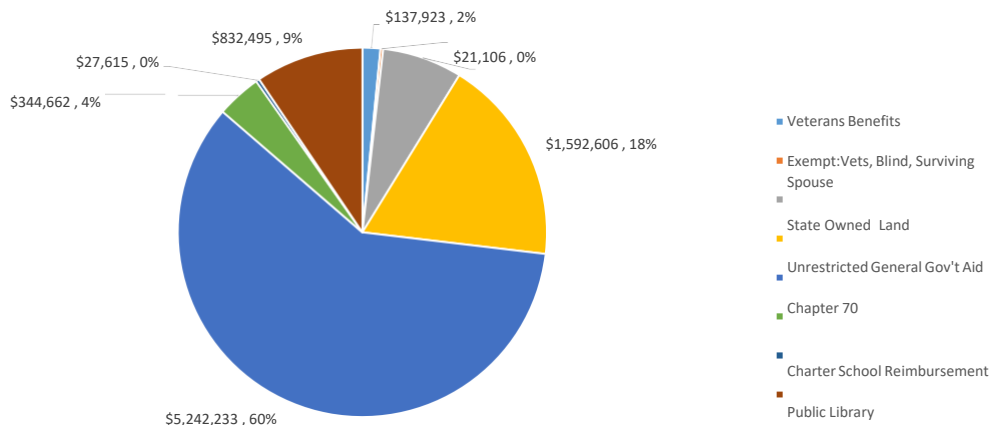
***Due to pandemic and delay in the State's Budget adoption, level funded from the prior year					

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State Aid by Type

(Actual Receipts)

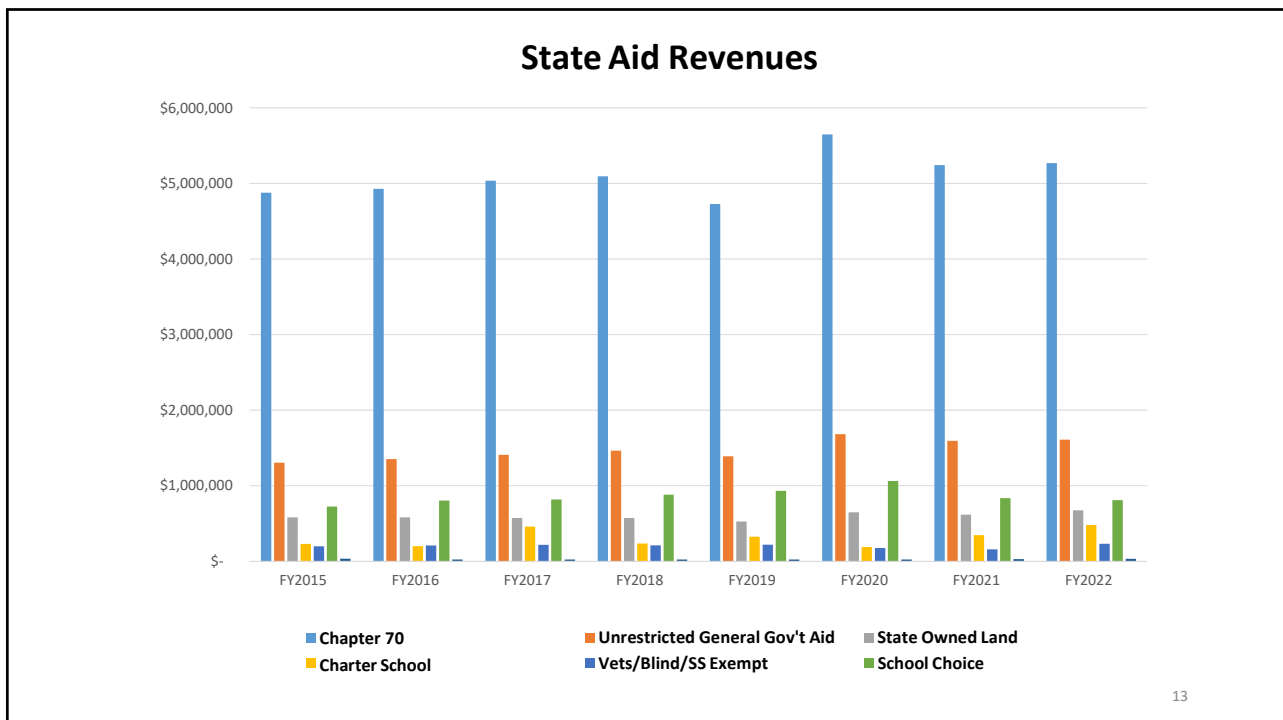
FY2021



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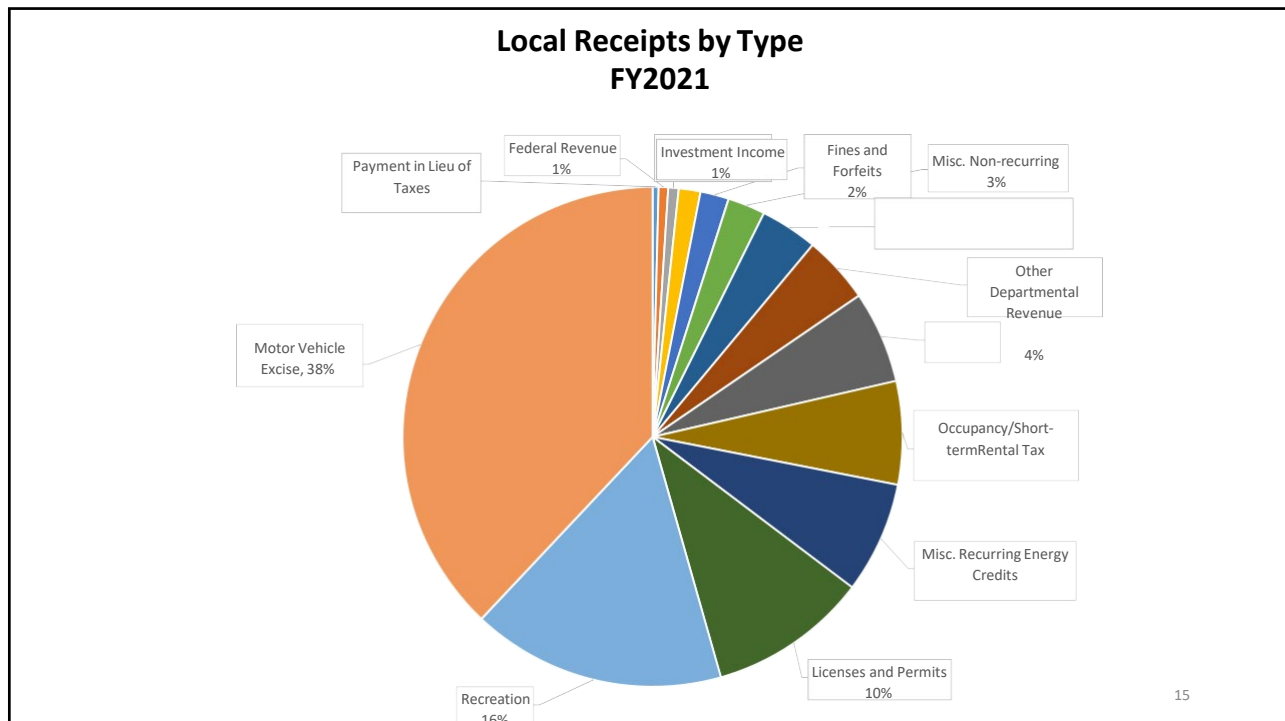
Revenue from Local Receipts Budget vs. Actual						
FY2021						
	FY2022	FY2021	FY2020	FY2019	FY2018	FY2017
Veteran's Benefits	\$ 138,937	\$ 137,923	\$ 149,396	\$ 110,972	\$ 104,984	\$ 110,281
Exemptions: Vets/Blind/Sur Sp	93,484	21,106	25,254	108,699	106,880	106,093
State Owned Land	673,586	616,320	648,481	525,602	573,392	573,938
Unrestricted General Gov't Aid	1,611,107	1,592,606	1,682,938	1,389,388	1,464,445	1,409,475
Chapter 70	5,268,883	5,242,233	5,648,129	4,726,655	5,094,043	5,034,613
Charter School Reimbursement	480,284	344,662	186,858	322,227	234,586	458,241
School Choice Receiving Tuition	808,724	832,495	1,062,378	931,352	880,129	816,628
Public Library	30,211	27,615	23,196	21,814	21,453	21,628
	<u>\$9,105,216</u>	<u>\$8,814,960</u>	<u>\$9,426,630</u>	<u>\$8,136,709</u>	<u>\$8,479,912</u>	<u>\$8,530,897</u>

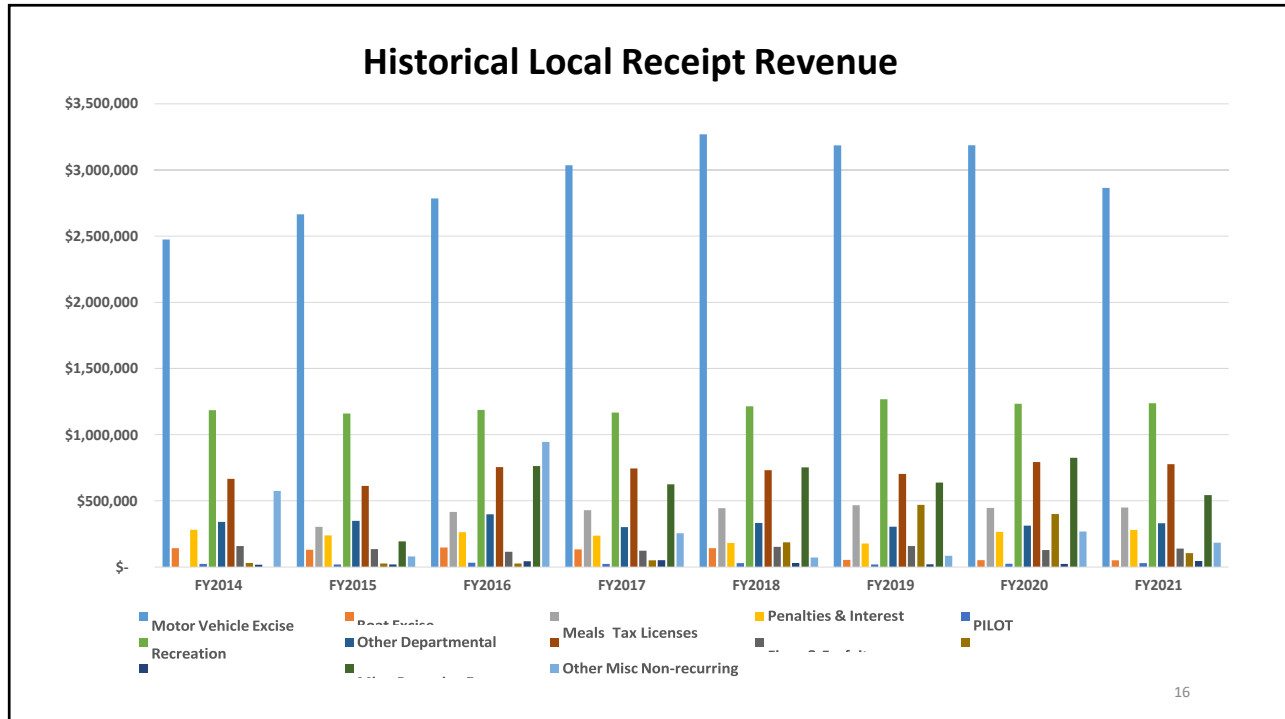
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	Budget	Actual	Difference	% Over (Under)
Motor Vehicle Excise	\$ 3,155,894	2,865,540	\$ (290,354)	(9.20%)
Other Excise - Boats	55,000	50,987	(4,013)	(7.30%)
Other Excise - Occupancy	100,000	503,804	403,804	403.80%
Other Excise - Meals Tax	375,000	449,129	74,129	19.77%
Penalties & Interest	175,000	279,966	104,966	59.98%
Payments in Lieu	20,000	25,985	5,985	29.93%
Recreation	1,160,000	1,237,340	77,340	6.67%
Other Dept. Revenue	275,000	330,785	55,785	20.29%
Licenses & Permits	700,000	777,638	77,638	11.09%
Fines & Forfeits	130,000	138,976	8,976	6.90%
Investment Income	100,000	106,376	6,376	6.38%
Medicaid	30,000	45,705	15,705	52.35%
Misc. Recurring Energy	700,000	726,346	26,346	3.76%
Misc. - Non recurring	116,560	95,808	(20,752)	(17.80%)
	<u>\$ 7,092,454</u>	<u>\$ 7,634,385</u>	<u>\$ 541,931</u>	7.64%





General Fund

Appropriations, Expenditures, and Assessments

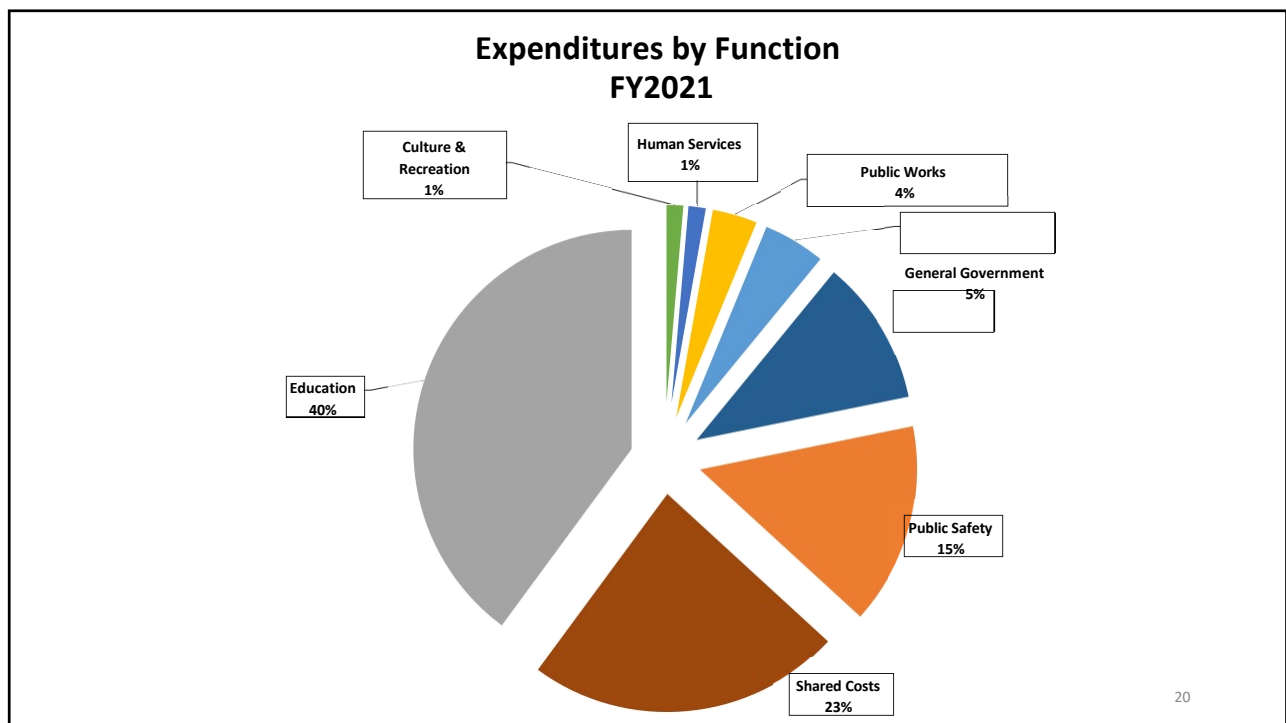
Appropriations & Expenditures FY2021 Highlights

- The FY2021 budget of \$70,553,354 (excluding reserve fund and special education reserve fund transfers) increased \$1,873,449 or 2.73% from the prior year budget of \$68,679,905.
- Approximately \$2.7 million or 3.9% of the budget was turned back to fund balance at the close of FY2021; This year's turn backs were a direct result of unfilled positions and 4th quarter discretionary spend/hiring freeze.
- Shared costs yielded the highest percent of turn backs at \$805K or 29%. The majority of shared cost turn backs include Public Utilities (\$213K or 8%) and Group Insurance (\$544K or 20%); other departmental turn backs include Public Safety (\$769K or 28%), General Government (\$499K or 18%), Public Works (\$428K or 16%), Human Services (\$164K or 6%), Debt Service (\$40K or 1.5%), and Culture & Recreation (\$38K or 1.5%)
- Cherry Sheet Assessments continue to fluctuate from year to year. Significant changes relate directly to School Choice, Chart School Sending Tuition, and retired teacher health insurance.

General Fund Budget Appropriations & Expenditures FY2021

	Encumbe red		Transfe rs & Budget		Closed to	Encumbe red
	7/1/2020	Appropriations	Expended	Amendments	Fund Balance	6/30/2021
General Government	\$ 16,820	\$ 3,681,191	\$ 3,176,515	\$ 17,000	\$ 498,865	\$ 39,631
Public Safety	4,838	10,916,470	10,114,429	-	769,208	37,671
Education	18,819	27,281,618	26,904,216	100,000	6,730	489,491
Public Works	7,109	2,750,738	2,317,888	-	428,070	11,889
Human Services	14,509	1,079,488	954,922	28,000	163,875	3,200
Culture & Recreation	3	968,528	929,014	-	38,160	1,357
Debt Services	-	7,366,413	7,326,525	-	39,888	-
Shared Costs	34,825	16,508,908	15,723,626	70,000	804,652	85,455
Total General Fund Budget	<u>\$ 96,923</u>	<u>\$ 70,553,354</u>	<u>\$ 67,447,135</u>	<u>\$ 215,000</u>	<u>\$ 2,749,448</u>	<u>\$ 668,694</u>

% of Budget Appropriations	95.60%	3.90%	0.95%
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Recap of Revenues & Expenditure Turn Backs

<u>Fiscal Year</u>	<u>State Revenue</u>		<u>Local Receipts</u>		<u>Expenditure</u>
	<u>Over (Under)</u>	<u>Budget</u>	<u>Over (Under)</u>	<u>Budget</u>	
					<u>Turn Backs</u>
2021	\$	19,245	\$	541,931	\$ 2,749,448
2020	\$	520,759	\$	686,648	\$ 3,272,367
2019	\$	(557,695)	\$	925,707	\$ 1,866,223
2018	\$	(122,981)	\$	1,097,683	\$ 1,896,073
2017	\$	(66,207)	\$	1,414,243	\$ 1,677,121
2016	\$	(51,148)	\$	1,906,148	\$ 764,400
2015	\$	(14,540)	\$	741,468	\$ 1,192,707
2014	\$	38,893	\$	1,076,627	\$ 608,379
2013	\$	(217,165)	\$	1,353,923	\$ 831,020
2012	\$	8,146	\$	882,013	\$ 1,635,873

21

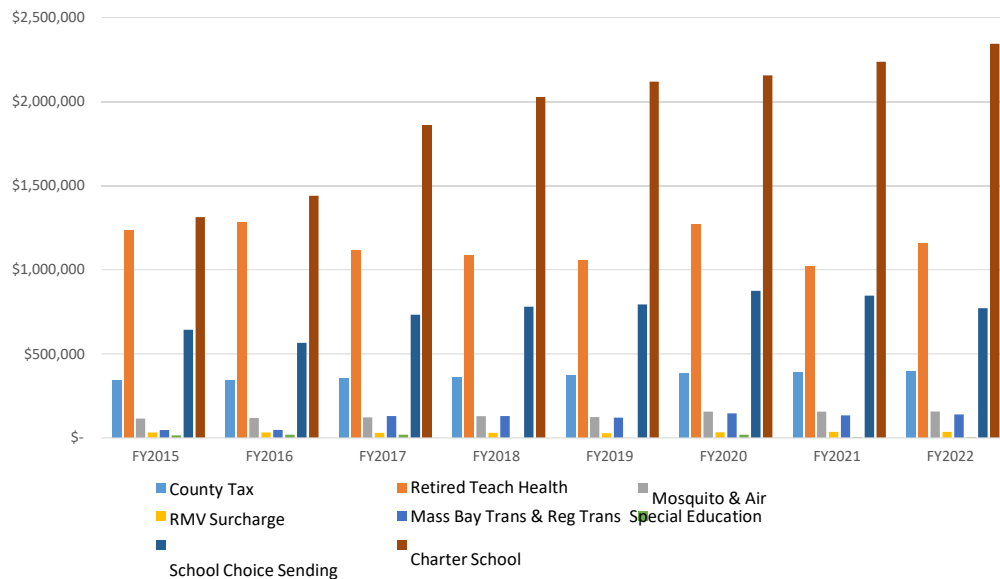
Historical Cherry Sheet Assessments

FY2022

	<u>Budgeted</u>	<u>FY2021</u>	<u>FY2020</u>	<u>FY2019</u>	<u>FY2018</u>	<u>FY2017</u>
County Tax	\$ 397,743	\$ 391,477	\$ 381,928	\$ 372,037	\$ 358,085	\$ 351,341
Retired Teachers Health Ins	1,156,069	1,017,451	1,272,109	1,057,452	1,085,039	1,115,455
Mosquito Control Project	148,637	147,926	147,240	116,226	121,618	113,645
Air Pollution Districts	8,060	8,127	8,605	7,238	7,730	7,948
RMV Non Ren Surcharge	35,420	35,420	32,063	27,137	29,600	29,600
Mass Bay Transportation	-	37,088	39,391	35,310	39,418	41,707
Regional Transit	140,051	97,611	106,241	85,173	90,640	88,429
Special Education	3,997	4,096	19,153	-	-	19,383
School Choice Send Tuition	771,682	845,972	875,117	793,956	780,825	732,879
Charter School Send Tuition	<u>2,344,048</u>	<u>2,237,928</u>	<u>2,156,427</u>	<u>2,119,451</u>	<u>2,028,088</u>	<u>1,857,477</u>
Total	<u>\$ 5,005,707</u>	<u>\$ 4,823,096</u>	<u>\$ 5,038,274</u>	<u>\$ 4,613,980</u>	<u>\$ 4,541,043</u>	<u>\$ 4,357,864</u>
Inc (dec) from PY	3.79%	-4.27%	9.20%	1.61%	4.20%	

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Cherry Sheet Assessments



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Upper Cape Cod Regional Technical School Assessment

Fiscal Year	Assessment	Increase (Decrease) from Prior Year	% Change from Prior Year	Student Foundation Enrollment
FY2021	\$ 3,337,063	\$ 528,343	18.81%	185
FY2020	\$ 2,808,720	\$ (174,549)	(5.85%)	157
FY2019	\$ 2,983,269	\$ (266,848)	(8.21%)	
FY2018	\$ 3,250,117	\$ (56,689)	(1.71%)	
FY2017	\$ 3,306,806	\$ 12,424	0.38%	
FY2016	\$ 3,294,382	\$ 382,565	13.14%	
FY2015	\$ 2,911,817	\$ 749,686	34.67%	
FY2014	\$ 2,162,131	\$ 373,020	20.85%	
FY2013	\$ 1,789,111	\$ 98,558	5.83%	
FY2012	\$ 1,690,553	\$ 69,646	4.30%	

***FY2022 Foundation Enrollment = 180

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Debt Service

2021

- Total Debt Service budget for FY2021- \$7,365,913 or 10% of the Total Budget
- Debt service consists of exempt (61%), non-exempt (29%) and funded debt (10%).
- Budgeted debt service costs increased \$170K from FY2020 – this includes a pay down of short-term notes in the amount of \$180,088 for street betterments that were mostly paid in advance
- No permanent financing during FY21
- Short-term notes will be renewed with the intent to permanently finance when school projects (including MSBA audits) are finalized – in the meantime, we will continue to pay down short-term notes as required.
- Financing strategy for future years utilizes off-budget revenue sources to finance capital items (Capital Stabilization Fund) – this will take some of the pressure from debt off the operating budget
- Total short-term debt (all funds) @ 6/30/2021 = \$9,958,272
- Total long-term debt (all funds) @ 6/30/2021 = \$51,508,251

Financial Policy

Compliance &

Other Funds

Financial Policy

Free Cash – to have certified Free Cash balance of at least 5% of the current Fiscal Year General Fund Operating Budget (GFOB) at the beginning and during the fiscal year; Certified Free Cash at July 1, 2021 was \$8,739,080 or 12.2% of the GFOB.

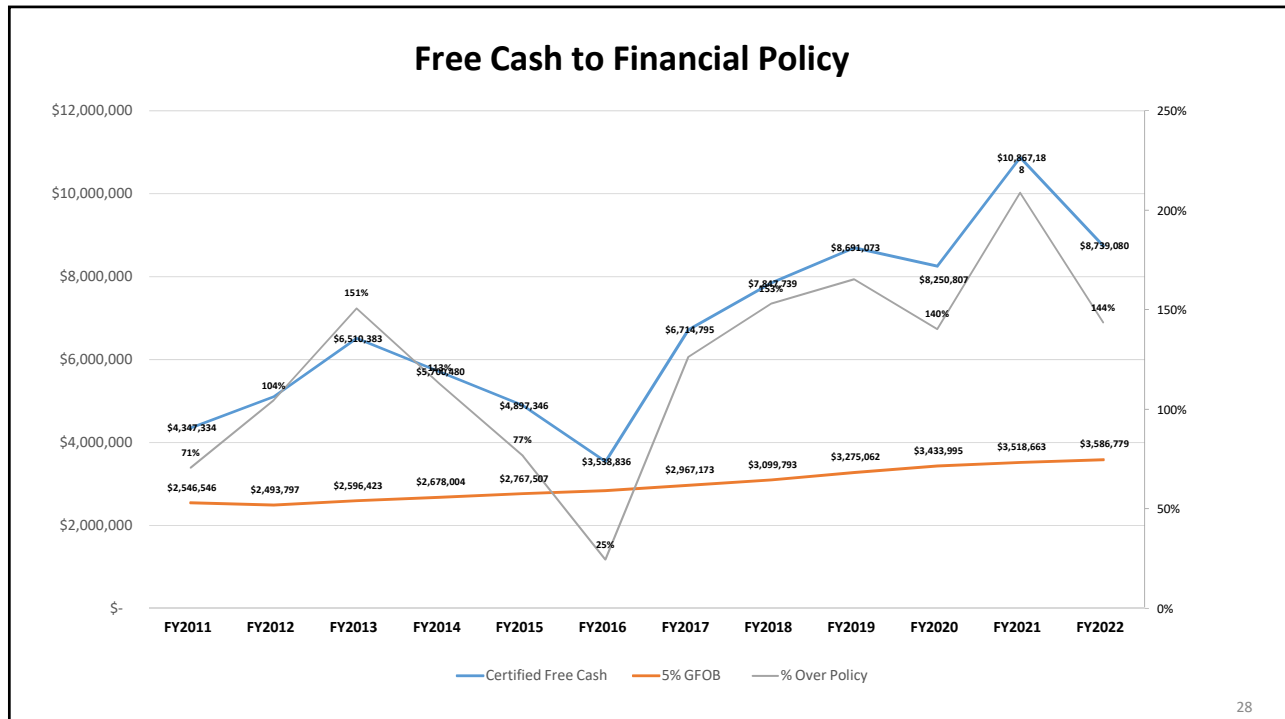
Stabilization Fund – to maintain a long term Stabilization Fund for unforeseen emergency expenses and capital projects in accordance with MGL C40 §5B and to maintain a balance of at least 6% of the GFOB; no transfers were needed during fiscal 2021 to meet policy. Stabilization Fund balance at July 1, 2021 was \$4,472,719 or 6.2% of GFOB. Funds are reported at Fair Market Value and adjusted monthly.

OPEB Trust Fund - To maintain an OPEB Trust fund to accumulate funds for Other Post Employment Benefits. The long term goal for the Trust Fund is to fully fund the OPEB Liability. Beginning in fiscal 2019, OPEB expense was incorporated into the budget. This is calculated as the amount previously budgeted plus 10% of the actual new growth for the current year. The budgeted expense in FY2021 was \$163,702. The town will also strive to contribute 10% of excess free cash over policy to the fund at fall town meetings. In addition to the \$163,702 budgeted, \$1,025,000 was transferred to the trust in fiscal 2021. Total trust balance at year end was \$5,629,144. The net OPEB liability as of 6/30/2020 (FY21 Actuarial Valuation not yet available) was \$133,704,909. The liability is 4.2% funded.

Free Cash History

Fiscal Year	Certified Free Cash	As of	Total Voted During Fiscal Year	Used for Following Fiscal Years Budget	Used for Current Fiscal Years Budget	Used for Capital	Transfer to Stabilization	Used for Articles
2022	\$ 8,739,080	7/1/2021	\$ 1,199,188	\$ -	\$ -	\$ -	\$ -	\$ 1,199,188
2021	\$ 10,867,188	7/1/2020	\$ 4,729,490	\$ -	\$ 180,088	\$ 813,270	\$ -	\$ 3,736,132
2020	\$ 8,250,807	7/1/2019	\$ 2,123,454	\$ 838,464	\$ 188,500	\$ 323,000	\$ 10,000	\$ 763,490
2019	\$ 8,691,073	7/1/2018	\$ 3,095,069	\$ 1,100,000	\$ 100,162	\$ 890,772	\$ 118,000	\$ 886,135
2018	\$ 7,847,739	7/1/2017	\$ 2,515,150	\$ 1,095,696	\$ 204,500	\$ 511,370	\$ 156,000	\$ 547,584
2017	\$ 6,714,795	7/1/2016	\$ 2,154,900	\$ 795,300	\$ 65,680	\$ 349,836	\$ 580,000	\$ 364,083
2016	\$ 3,538,836	7/1/2015	\$ 846,676	\$ 892,405	\$ (648,682)	\$ 249,758	\$ -	\$ 353,195
2015	\$ 4,897,346	7/1/2014	\$ 3,429,046	\$ 1,792,345	\$ 865,000	\$ 397,800	\$ -	\$ 373,901
2014	\$ 5,700,480	7/1/2013	\$ 2,422,060	\$ 2,004,000	\$ 107,800	\$ -	\$ -	\$ 310,260
2013	\$ 6,510,383	7/1/2012	\$ 3,216,256	\$ 1,400,000	\$ 464,500	\$ 594,391	\$ -	\$ 757,365
2012	\$ 5,099,679	7/1/2011	\$ 1,908,922	\$ 1,400,000	\$ 144,395	\$ 169,527	\$ -	\$ 195,000
2011	\$ 4,347,334	7/1/2010	\$ 1,340,687	\$ 800,000	\$ 429,375	\$ 8,000	\$ 88,312	\$ 15,000
2010	\$ 4,897,336	7/1/2009	\$ 1,854,907	\$ 1,780,737	\$ -	\$ -	\$ -	\$ 74,170
2009	\$ 5,252,603	7/1/2008	\$ 2,034,697	\$ 859,245	\$ 22,500	\$ 244,000	\$ 887,462	\$ 21,490
2008	\$ 4,262,471	7/1/2007	\$ 1,662,337	\$ 650,478	\$ -	\$ 181,981	\$ 700,000	\$ 129,879
2007	\$ 3,911,948	7/1/2006	\$ 1,459,657	\$ 553,850	\$ 30,750	\$ 205,270	\$ 587,685	\$ 82,102

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General Stabilization Fund History

Fiscal Year	Fund Balance, BOY		Used for Budgets During Fiscal Year		Voted to Stabilization During Fiscal Year		Net Earnings
2022	\$	4,472,719					
2021	\$	4,334,068	\$	-	\$	-	\$ 138,651 ***
2020	\$	4,145,971	\$	-	\$	10,000	\$ 178,097
2019	\$	3,953,766	\$	-	\$	118,000	\$ 74,205
2018	\$	3,756,385	\$	-	\$	156,000	\$ 41,381
2017	\$	3,545,542	\$	-	\$	180,000	\$ 30,843
2016	\$	3,530,881	\$	-	\$	-	\$ 14,661
2015	\$	3,517,265	\$	-	\$	-	\$ 13,616
2014	\$	2,547,001	\$	-	\$	950,000	\$ 20,264
2013	\$	3,475,477	\$	(950,000)	\$	-	\$ 21,524
2012	\$	3,604,838	\$	(152,013)	\$	-	\$ 22,652
2011	\$	3,503,206	\$	-	\$	88,312	\$ 13,320
2010	\$	3,551,848	\$	(88,312)	\$	-	\$ 39,670
2009	\$	2,612,538	\$	-	\$	887,462	\$ 51,848
2008	\$	1,248,226	\$	-	\$	1,287,684	\$ 76,628
2007	\$	1,665,563	\$	(769,898)	\$	282,213	\$ 70,348
2006	\$	1,602,827	\$	(400,000)	\$	400,000	\$ 62,736
2005	\$	1,583,200	\$	(200,000)	\$	183,603	\$ 36,024
2004	\$	1,906,905	\$	(400,000)	\$	50,000	\$ 26,295

***FY2021 and future year balances reflect Fair Market Value

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Health Insurance Trust, OPEB & Stabilization Funds Summary of Fund Activity

Trust Fund Account	Balance July 1, 2020	Deposits/ Transfers	Amounts Expended	Net Earnings (Change in FMV)	Balance June 30, 2021
Self Insurance Claims Trust	\$ 5,088,933	8,496,868	8,179,655	549,621	\$ 5,955,767
Employees Insurance Withholding Trust	\$ 1,700,558	2,934,514	2,726,872	190,559	\$ 2,098,759
OPEB Trust Fund	\$ 3,652,699	1,188,702	-	787,743	\$ 5,629,144
Stabilization Fund	\$ 4,334,068	-	-	138,651	\$ 4,472,719
Stabilization Fund-Capital Projects	\$ 474,621	2,999,104	-	25,007	\$ 3,498,732
Future Solid Stabilization	\$ 529,020	-	-	4,333	\$ 533,353
Special Education Reserve Fund - MGL 40 § C. 13E	\$ 104,501	(50,000)	-	1,372	\$ 55,873

(Funds can be distributed after a majority vote of the school committee and board of selectman)

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Receipts Reserved for Appropriation

Special Revenue Fund	Balance	Transfers			Balance
	July 1, 2020	Revenues	In (Out)	Expended	June 30, 2021
Municipal Waterways Fund Receipts Reserved	\$ 645,618	425,433	(341,970)	-	\$ 729,081
Ambulance Maintenance Fund Receipts Reserved	\$ 1,473,191	1,595,696	(1,325,000)	(60,708)	\$ 1,683,179
Conservation Fund Receipts Reserved	\$ 48,926	23,856	(30,000)	(538)	\$ 42,245
			<u>\$ (1,696,970)</u>		
Transfers to General Fund Operating Budget	\$ 1,496,970				
Transfer to Capital Projects	<u>200,000</u>				
	<u>\$ 1,696,970</u>				

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Bourne Received more than

\$6,000,000

in grant funding during fiscal year 2021

FY21 Grant Funding Received (Outside General Fund Budget)

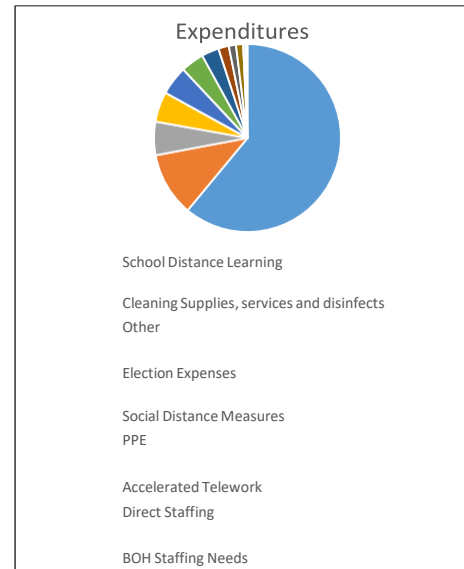
- CARES Act Coronavirus Relief Fund = \$911,511
- ARPA = \$1,034,230
- Council on Aging Formula Grant = \$61,992
- Bourne Rail Trail = \$256,356
- State 911 Support & Training = \$114,835
- Community Development Block Grant = \$50,988
- Pumpout Boat = \$20,000
- Briarwood Bridge = \$200,000
- Chapter 90, State Aid to Highways = \$409,527
- Special Education Cluster (94-142) = \$443,166
- Title I = \$303,430
- PL874 Grant (Federal Military Aid) = \$152,155
- Foundation Reserve (State Military Aid) = \$773,777
- CARES ESSER I = \$254,240
- CARES ESSER II = \$84,455
- CVFR School Reopening = \$404,279
- State Coronavirus Prevention = \$92,600

Coronavirus Aid, Relief, and Economic Security Act (CARES Act)

Total Funds Available = 1,752,069

Covered expenses thru 10/29/2021

Total Funds Expended = \$1,642,214-
this includes \$104,751 of FEMA
Eligible Reimbursements



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American Rescue Plan Act (ARPA)

- Signed into Law on March 11, 2021
- Bourne's share is \$2,068,460 (\$105/person)
- Program will be administrated at the federal level by the USDepartment of Treasury
- US Treasury released program guidance in the form of an "InterimFinal Rule" in May 2021
- Final Rule has yet to be adopted
- Funds have been committed in FY22 to address necessary investmentsin sewer infrastructure

Enterprise Funds

An enterprise fund, authorized by MGL Ch. 44§53F ½, is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services.

Bourne operates two enterprise funds:

1. Trash Disposal - Integrated Solid Waste Management Department
2. Sewer - Sewer Department

*****Both funds are self supporting and do not require subsidies from the General Fund*****

Enterprise Funds ISWM & Sewer

- ISWM retained earnings decreased from \$12,964,428 to \$10,800,612 at year end – a decrease of \$2,163,816 or 16.69%. Total fund equities at year end equal \$23,616,715; this includes \$12,816,103 reserved for various purposes (ie capital articles, post closure, etc)
- Sewer retained earnings increased from \$804,288 to \$859,035 at year end – an increase of \$54,747 or 6.81%.

ISWM Revenues Budget vs. Actual FY2021

	Budget	Actual	Difference	%Over/Under Budget
User Charges	\$ 11,355,771	\$ 15,051,058	\$ 3,695,287	32.54%
Other Departmental Revenue	185,000	182,530	(2,470)	(1.34%)
Miscellaneous	15,000	96,024	81,024	540.16%
Investment Income	125,000	120,062	(4,938)	(3.95%)
Retained Earnings	<u>3,858,649</u>	<u>3,858,649</u>	<u>-</u>	0.00%
Total Revenues	<u>\$ 15,539,420</u>	<u>\$ 19,308,323</u>	<u>\$ 3,768,903</u>	24.25%

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ISWM Appropriations & Expenditures FY 2021

	Encumbered Balance 7/1/2020	Appropriation/ Borrowing	Expenditures	Transfers In (Out)	Closed to Fund Balance	Encumbered Balance 6/30/2021
Salaries	\$ -	\$ 2,287,580	\$ 1,945,319	\$ -	\$ 342,261	\$ -
Expenses	156,048	4,823,800	5,541,692	600,000	(215,555)	253,711
Debt Service	-	4,666,044	4,639,785	-	26,259	-
Reserve Fund	-	600,000	-	(600,000)	-	-
Host Community Fee	<u>-</u>	<u>900,000</u>	<u>910,321</u>	<u>-</u>	<u>(10,321)</u>	<u>-</u>
Subtotal	156,048	13,277,424	13,037,117	-	142,644	253,711
Indirect Costs	<u>-</u>	<u>2,261,996</u>	<u>-</u>	<u>(2,261,996)</u>	<u>-</u>	<u>-</u>
Total Expenses	<u>\$ 156,048</u>	<u>\$ 15,539,420</u>	<u>\$ 13,037,117</u>	<u>\$ (2,261,996)</u>	<u>\$ 142,644</u>	<u>\$ 253,711</u>

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Sewer Revenues

Budget vs. Actual

FY2021

				% Over (Under)
User Charges:	Budget	Actual	Difference	Budget
Sewer User Fees	\$ 1,127,355	\$ 1,093,834	\$ (33,521)	
Sewer User Charges Added to Taxe	-	45,648	45,648	
Subtotal User Charges	1,127,355	1,139,482	12,127	1.08%
Other Departmental revenue	25,000	31,405	6,405	25.62%
Investment Income	10,000	9,198	(802)	(8.02%)
Retained Earnings	185,000	185,000	-	0.00%
Total Revenues	\$ 1,347,355	\$ 1,365,085	\$ 17,730	1.32%

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Sewer

Appropriations & Expenditures

FY2021

	Encumbered				Closed to	Encumbered
	Balance 7/1/2020	Appropriation/ Borrowing	Expenditures	Transfers In (Out)	Fund Balance	Balance 6/30/2021
Operating Budget:						
Salaries	\$ -	\$ 197,680	\$ 178,802	\$ -	\$ 18,878	\$ -
Expenses	592	238,253	86,829	-	134,753	17,263
Wareham - Operating Expense	-	410,000	410,000	-	-	-
Wareham - Capital Assessment	-	188,478	188,478	-	-	-
Debt Service	-	72,000	73,615	-	(1,615)	-
Reserve Fund	-	100,000	-	-	100,000	-
Subtotal	592	1,206,411	937,724	-	252,016	17,263
Indirect Costs	-	140,944	-	(140,944)	-	-
Total Expenses	\$ 592	\$ 1,347,355	\$ 937,724	\$ (140,944)	\$ 252,016	\$ 17,263

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Conclusion

- Overall, Town Finances are in good standing – compliant with Financial Policies and Industry Standards
- We have made positive changes in processes and procedures in recent years to maintain our healthy positions
- The Finance Team will continue to explore and implement strategies to strengthen our positions, including Bond Rating upgrade

Any Questions?

There was some discussion about OPEB. Chair Meier asked that once this financial presentation has been downloaded on Bourne TV that the link be sent out to the Finance Committee, so they would be able to ask any questions that they may have. Mr. Slade said that it was good to see the improvement with the bond rating. Ms. Mastrangelo said that the Town has come a long way since 2016 and the Finance Department, the Administration, the Finance Committee, and the Board of Selectmen have worked very hard together to get the Town to where it is today financially. There was some discussion on updating the Financial Policy.

7.e. Discussion and possible vote to affirm the Deed Conveyance taken by the Conservation Commission to accept the 6.5 acre “Flyover” parcel as acceptable open space mitigation for the potential Integrated Solid Waste Management (ISWM) facility expansion.

Dan Barrett, General Manager, ISWM, reminded all that the Town is in the middle of an intense permitting process. Mr. Barret said the 12 acres south of the landfill that the Town owns that ISWM wants to develop, is Eastern Box Turtle habitat and they are a protected species. He read aloud what the Conservation Commission voted on and how they voted. The Conservation Commission voted unanimously to accept the parcel as open space under the protection noted. They also voted unanimously for acceptance of the deed conveyance land.

Voted: Mary Jane Mastrangelo moved, and George Slade seconded to affirm the vote of the Bourne Conservation Commission to accept a parcel of mitigation land for the proposed Integrated Solid Waste Management (ISWM) Facility based on the italicized deed conveyance language presented in the permanent habitat protection document, paragraph A.

Vote: 3-0-0.

Cannon, Glenn

From: Robert Troy <rst@troywallassociates.com>
Sent: Wednesday, November 3, 2021 6:16 PM
To: Bob Gray
Cc: Cannon, Glenn; Barrett, Daniel
Subject: FW: ISWM - Flyover Nominee Trust
Attachments: Article 97 Language.pdf

Bob,
ISWM wants to acquire additional land for expansion and it requires mitigation land. Mark Robinson of Compact of Cape Cod Conservation Trust has recommended that we utilize a certain format of Deed which we have sent to the Attorney for the Seller, Kathryn Bean. Additionally, Bernie Kilroy, a Land Court Examiner, is assisting us with the Closing and is writing Title Insurance and we have forwarded the documentation to him. Mark Robinson has recommended that the Conservation Commission agree to hold the Conservation Restriction on this property under GL Chapter 40, Section 8C and it would then become land subject to Article 97. This is the first vote that the Commission is requested to take. Additionally, Jessie Leddick from Wildlife and Fisheries has language that is included in the Attachment to this Email that the Commission is also requested to endorse (See document dated 12/15/20). This is the second vote that the Commission is requested to take. Please call me if you have any questions. My cell is 508-776-0921. Thank you for your assistance.
Bob

Permanent Habitat Protection: In order to provide a Net Benefit to the conservation of the Eastern Box Turtle, the Permit Holder has proposed to permanently protect the 6.5-acre Open Space by conveying it to the Town of Bourne, acting by and through its Conservation Commission, subject to M.G.L. Chapter 184. Conveyance shall comply with the following conditions, unless otherwise pre-approved in writing by the Division:

- a) The deed of conveyance for the Open Space shall be amended to include the following language, or other similar language pre-approved in writing by the Division:

"Dedicated to the public for the sole purpose of conservation of natural resources, including but not limited to, the conservation of species listed pursuant to G.L. c. 131A et. seq. which shall be considered the most important conservation purpose for which this land is to be protected in perpetuity and held under the care and custody of the Conservation Commission, pursuant to G.L. c. 408C. This parcel of land is being dedicated in order to meet a long-term Net Benefit pursuant to 321 CMR 10 .23 with the Massachusetts Division of Fisheries and Wildlife and the Town of Bourne as benefitted parties."

- b) The Conservation Commission shall take a vote, and record said vote in the final written meeting minutes, to accept the Open Space pursuant to the above-referenced language (or other language pre-approved in writing by the Division} read aloud at said meeting prior to the vote.
- c) The Board of Selectmen, or the nominated member(s) of said board, shall affirm the vote of the Conservation Commission with said affirmation recorded in the final meeting minutes.

Within six (6) months of the initiation of Work, the Permit Holder shall provide proof of Open Space conveyance to the Conservation Commission Proof of conveyance shall include proof of recordation with marginal reference to the land transfer language above, as well as the date of the Conservation Commission vote and the affirming vote of the Board of Selectmen. A copy of said recorded deed shall be submitted to the Division within five (5) business days of recordation. Work shall cease if said deed is not recorded and copies thereof received by the Division by this date provided, however, that the Division may extend this date from time to time if the failure to execute and record said deed results from circumstances beyond the control of the Permit Holder and so long as the Permit Holder continues in good faith to seek to execute and record said deed.

7.f. Discussion and possible vote to sign the deed for the 6.5 acre "Flyover" parcel. The "Flyover" parcel is required as open space mitigation for the potential Integrated Solid Waste Management (ISWM) facility expansion.

Mr. Cannon said that there has been an extension on the closing date so this item will be tabled.

Voted: George Slade moved, and Mary Jane Mastrangelo seconded to take item 9d. (Notification of Appointment – Conservation Agent.) out of order.

Vote: 3-0-0.

9.d. Notification of Appointment – Conservation Agent.

Tim King introduced Stephanie Fitch, who is currently a Health Inspector in the Health Department in Bourne. He said that there was a screening committee that went through all the applications for the Conservation Agent position, and four candidates were interviewed. It was a unanimous decision to recommend Ms. Fitch to the position, and Mr. King has appointed her to the position of Conservation Agent, although it does not become effective for 14 days, unless the Board is willing to waive the 14-day requirement for appointment. Chair Meier said that waiver of 14 days is not on the agenda, so her appointment will start on Tuesday, December 14, 2021.

Mary Jane Mastrangelo asked for a plan on December 14, about what will be done with the Health Department about staffing and budget plans for FY 2023. Chair Meier said that it is already in the process.

8) Appointments and Licenses

- a. Discussion and possible vote to approve various Year-Round Liquor and Companion Food, Entertainment and Coin-Operated Amusement Devices Licenses, as shown in Appendix A.**
- b. Discussion and possible vote to authorize the use of the Selectmen's stamps on approved Year-Round Liquor and Companion Food, Entertainment and Coin-Operated Amusement Devices Licenses and all approved Committee Appointment letters by Administration staff.**
- c. Discussion and possible vote to confirm our seasonal population.**

8.a. Discussion and possible vote to approve various Year-Round Liquor and Companion Food, Entertainment and Coin-Operated Amusement Devices Licenses, as shown in Appendix A.

Voted: George Slade moved, and Mary Jane Mastrangelo seconded to approve Year-Round All Alcoholic Club Licenses for calendar year 2022 as follows:

- Aptuxet Post #5988, V.F.W. Building Association, Inc.
- Buzzards Bay Aerie #3741, Fraternal Order of Eagles, Inc. d/b/a Buzzards Bay Eagles

- Club Italiano Guglielmo Marconi, d/b/a Marconi Club
- Monument Beach Sportsman's Club, Inc.
- Pocasset Golf Club, Inc.
- Weary Travelers Club, Inc.

Vote: 3-0-0.

Voted: Mary Jane Mastrangelo moved, and George Slade seconded to approve the Year-Round Farmers Series Pouring Permit 19H, Malt 19C (n) and Winery 19B (n) on Premise License for calendar year 2022 for Buzzards Bay Brewing of Bourne, LLC:

Vote: 3-0-0.

Voted: Mary Jane Mastrangelo moved, and George Slade seconded to approve the Year-Round Wine & Malt General on Premise License for calendar year 2022 for Ryan Family Amusement, Inc.

Vote: 3-0-0.

Voted: Mary Jane Mastrangelo moved, and George Slade seconded to approve the Year-Round all Alcoholic Innholder's License for calendar year 2022 for the Bourne Hotel, Inc., d/b/a Hampton Inn Cape Cod Canal

Vote: 3-0-0.

Voted: Mary Jane Mastrangelo moved, and George Slade seconded to approve the Year Round All Alcoholic Package Goods Store License for calendar year 2022 as follows:

- Beecy, Inc., d/b/a Bourne Bridge Liquors
- RFS Market, Inc., d/b/a Grey Gables Market
- Rymco, Inc., d/b/a Liberty Warehouse Liquors
- Norman B. White, Jr., Inc., d/b/a The Liquor Barn
- Sadiq Corporation, d/b/a One Stop Convenience Store
- Portside Liquors, Inc.
- Barlows Liquor Corp, d/b/a Seaside Wine and Spirit
- ZASA Spirits, Inc., d/b/a Spirits 'N More
- Paradigm, Inc., d/b/a Ye Olde Spirit Shoppe

Vote: 3-0-0.

Voted: Mary Jane Mastrangelo moved, and George Slade seconded to approve Year-Round All Alcoholic Common Victualer Licenses for calendar year 2022 as follows:

- Cranberry's LLC, d/b/a The Bog Tavern
- Il Sfocato Uno, Inc., d/b/a Bridge View Grill
- Millerco Corporation, d/b/a Courtyard Restaurant
- Leo's Seafood Restaurant, Inc.
- Lobster Trap Fish Market, Inc.,
- Freedom City, Inc., d/b/a Lost Dog Canal Cafe

- Mahoney's on Main LLC
- Mezza Luna Restaurant, Inc.
- Batman Corp., d/b/a The Parrot Bar & Grille
- BBay149LLC d/b/a Rod & Rail
- KKP, LLC, d/b/a The Sagamore Inn
- Bopha Angkor's Stir Crazy, LLC, d/b/a Stir Crazy Restaurant
- Stomping Grounds, Inc.
- Buzzards Bay Bars, LLC, d/b/a TJ's Grill and Bar
- Trading Post Lounge, Inc.
- Wayho, Inc.
- Whaleback Restaurant, Inc.

Vote: 3-0-0.

Voted: Mary Jane Mastrangelo moved, and George Slade seconded to approve Year-Round Wine & Malt Common Victualer's Licenses for calendar year 2022 as follows:

- BBHP Inc., d/b/a Buzzards Bay House of Pizza
- Buzzards Bay Marina Corp., d/b/a East Wind Lobster & Grille
- Chen Restaurant, Inc., d/b/a Golden Place Restaurant
- Graziella's Pizza
- P & G Pizza, Inc., d/b/a Pizza by Evan
- PWB Enterprises, Inc., d/b/a Tuk Tuk Thai Food

Vote: 3-0-0.

8.b. Discussion and possible vote to authorize the use of the Selectmen's stamps on approved Year-Round Liquor and Companion Food, Entertainment and Coin-Operated Amusement Devices Licenses and all approved Committee Appointment letters by Administration staff.

Voted: Mary Jane Mastrangelo moved, and George Slade seconded to authorize the use of the Selectmen's stamp on Liquor and Companion License (Common Victualer, weekday Amusement, Sunday Amusement and Coin Operated Amusement Devices) Renewals.

Vote: 3-0-0.

RETAIL LIQUOR LICENSE RENEWAL APPLICATION GUIDELINES

Without exception, all annual alcoholic beverages licensees are required to renew their alcoholic beverages license by **November 30th** of each year.

All retail license renewal applications must be signed by an authorized corporate officer, individual or partner and filed with the Local Licensing Authority between November 1st and November 30th. Licensees who are in the process of transferring their licenses are required to file the renewal application until the transfer has occurred and they are no longer the licensee of record.

Licensees are responsible for correcting any differences between their files and the ABCC license file on the renewal application in red ink. An LLA Certification Form / Form 43 verifying these changes have been ABCC approved must be attached to the license renewal application in order to change the official ABCC license file. Please mail those corrections along with the renewal packet to the ABCC.

All on-premises M.G.L. c. 138, §12 licensees must provide proof of the required liquor liability insurance and a copy of the required Fire Safety Inspection Certificate to the Local Licensing Authorities. Please do not forward the Fire Safety Certificates, Insurance Certificates, or License Certificates to the ABCC. You should keep these forms for your records.

Please mail the completed below form, all completed renewal certificate forms, and any corrective forms to the ABCC no later than January 17th, 2022 with no staples included.

ABCC
c/o Licensing Department
95 Fourth Street, Suite 3
Chelsea, MA 02150

Any renewal application not signed and filed by November 30th will be treated as a New License.

If renewal application becomes a new license for failure to meet the November 30th signing deadline, it will be subject to all the procedures set forth under Chapter 138, §15A.

ANY QUESTIONS REGARDING THE ABOVE GUIDELINES SHOULD BE DIRECTED TO HURSHIEL LANGHAM AT EXT. 719 or SABRINA LUC AT EXT. 721

Ralph Sacramone, Executive Director

RENEWAL CERTIFICATION 2022CITY/TOWN: **A. LICENSEES WHO FAILED TO RENEW FOR 2022:****LICENSE #:****LICENSEE CORPORATE NAME AND ADDRESS:**

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<input type="text"/>	<input type="text"/>
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B. LICENSEES DISAPPROVED BY THE CITY/TOWN FOR 2022:**LICENSE #:****LICENSEE CORPORATE NAME AND ADDRESS:**

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<input type="text"/>	<input type="text"/>
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We hereby certify that the premises described in the 2022 renewal applications for the above mentioned municipality are now occupied, used or controlled by the licensee and will be on January 1, 2022. The 2021 Renewal Applications have been approved by the Local Licensing Authorities and forwarded to the ABCC.

The Local Licensing Authorities

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A. LICENSEES WHO FAILED TO RENEW FOR 2022:

LICENSE #:	LICENSEE CORPORATE NAME AND ADDRESS:
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B. LICENSEES DISAPPROVED BY THE CITY/TOWN FOR 2022:

LICENSE #:	LICENSEE CORPORATE NAME AND ADDRESS:
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COMMONWEALTH OF MASSACHUSETTS
ALCOHOLIC BEVERAGES CONTROL
COMMISSION

95 Fourth Street, Suite 3, Chelsea, MA 02150

2022 Seasonal Population Increase Estimation Form

City / Town:

Date:

Alcoholic Beverages Control Commission
c/o Licensing Department
95 Fourth Street, Suite 3
Chelsea, MA 02150

To Whom It May Concern:

Acting under authority contained in M.G.L. Ch. 138, s17, as amended, our Board at a meeting held on

Date of Meeting

, estimated that the temporary increased resident population

of

City / Town Name

, as of July 10, 2022 will be

Estimated Population

This estimate was made and voted upon by us at a meeting called for the purpose, after due notice to each of the members of the time, place and purpose of said meeting, and after investigation and ascertainment by us of all the facts and after cooperative discussion and deliberation. The estimate is true to the best of our knowledge and belief.

The above statements are made under the pains and penalties of perjury.

Very truly yours,
Local Licensing Authorities

This certificate must be signed by a majority of the members of the local licensing authority.

8.c. Discussion and possible vote to confirm our seasonal population.

Voted: Mary Jane Mastrangelo moved, and George Slade seconded to estimate the seasonal residential population of Bourne at 40,000 as of July 10, 2022.

Vote: 3-0-0.

Voted: Mary Jane Mastrangelo moved, and George Slade seconded to authorize the use of the Selectmen's stamp on the Alcoholic Beverages Control Commission *2022 Seasonal Population Increase Estimation Form*.

Vote: 3-0-0.

9) Town Administrator

- a. **Bylaw Committee meeting update – Town staff will update the Board of Selectmen relative to a recent Bylaw Committee meeting.**
- b. **MassDOT Canal Area Transportation program meeting summary.**
- c. **Complete Streets update and notification of the December 5, 2021, Complete Streets projects list public information meeting.**
- d. **Notification of Appointment – Conservation Agent.**

9.a. Bylaw Committee meeting update – Town staff will update the Board of Selectmen relative to a recent Bylaw Committee meeting.

Glenn Cannon said that they met with the Bylaw Committee to see if they would be willing to take a comprehensive look at the Bylaws and they thought it was a good idea. He said that different ideas were discussed at the meeting. Some of these include a curb bylaw, budget timing, and something that may be done with excessive vehicles, registered, or not registered, in a resident's yard. There was some discussion about acceptance of roads and who needs to be involved for the bylaws.

DRAFT FOR REVIEW

BOURNE BYLAW COMMITTEE

NOTICE OF MEETING

Wednesday, December 8, 2021 at 4:00 p.m.

Bourne Police Department Training Room
35 Armory Road
Buzzards Bay, MA 02532

Meeting will be in person and Zoom will be available.

MEETING AGENDA

1. Review Minutes of Board Meeting held Wednesday November 10, 2021;
2. Review and discuss potential changes to Bylaw, Section 1.3.1 as to the members of the Finance Committee not holding any other Town Office.
 - A. Review Section 3.1.1 of the Bylaws concerning the possible addition of Driveway Permit/Opening/Curb Cut Permit and Location of driveways.
 - B. Review matter of unregistered and registered automobiles being allowed on residential property. Need to consider Bylaw that would prevent the number of cars on residential property even if registered.
 - C. Review Section 1.27 time for filing of budgets review problems with the schedule as it presently exists. Possible modification as to budget time constraints.
 - D. Review potential Bylaw that would allow Board of Selectmen to delegate some authority to grant permits or applications for use that are presently subject to the Board of Selectmen granting them in the Bylaw but allowing the Board to delegate it. Permits such as rubbish, digging in public property, junk collection, junk sales, yard, garage or barn sales, etc.
 - E. Consider potential Bylaw for how to handle Town authorized repair work on "private ways".
 - F. Potential Bylaw allowing Police Department to use fingerprinting techniques for background checks for certain licenses or permits.
3. New Business (for discussion at next meeting, if any);

Submitted by,

David T. Gay, Esquire
Chairman Bourne Bylaw Committee

9.b. MassDOT Canal Area Transportation program meeting summary.

Glenn Cannon reported that the MassDOT Canal Area Transportation meetings on 11/16/21 and 11/18/21 were well attended. He said he wants the residents to know that the Town wants this project, and they are looking for funding right now.

9.c. Complete Streets update and notification of the December 5, 2021, Complete Streets projects list public information meeting.

Glenn Cannon said they have scheduled a public informational meeting for complete streets, which is the notion that a street should accommodate everybody, whether you are walking, driving, or biking. He said this could mean anything from a paved shoulder, to crosswalks, sidewalks, or street lighting. He said it is most likely going to be a Zoom meeting, and they really would like residents to attend and give their input.

9.d. Notification of Appointment – Conservation Agent. – Previously discussed.

10) Correspondence - George Slade listed the correspondence and said that it is available on the Town's website:

- Announcement for the Air Force Civil Engineer Center regarding the closure of 2 groundwater plumes at Joint Base Cape Cod.
- A 3rd quarter report from the Town of Barnstable Weights & Measures Program.

A.

**CLOSURE ACHIEVED FOR TWO GROUNDWATER PLUMES AT
JOINT BASE CAPE COD (JBCC)**

The Air Force Civil Engineer Center (AFCEC) manages the Installation Restoration Program (IRP) at JBCC. The IRP is tasked with conducting investigations and cleanup of soil and groundwater contamination caused by past military practices, mostly in the southern portion of JBCC. Two recent success stories include former Chemical Spill-20 (CS-20) and CS-23 groundwater plumes, located off base in the Town of Falmouth. A plume is an area of groundwater containing one or more contaminants above regulatory drinking water standards.

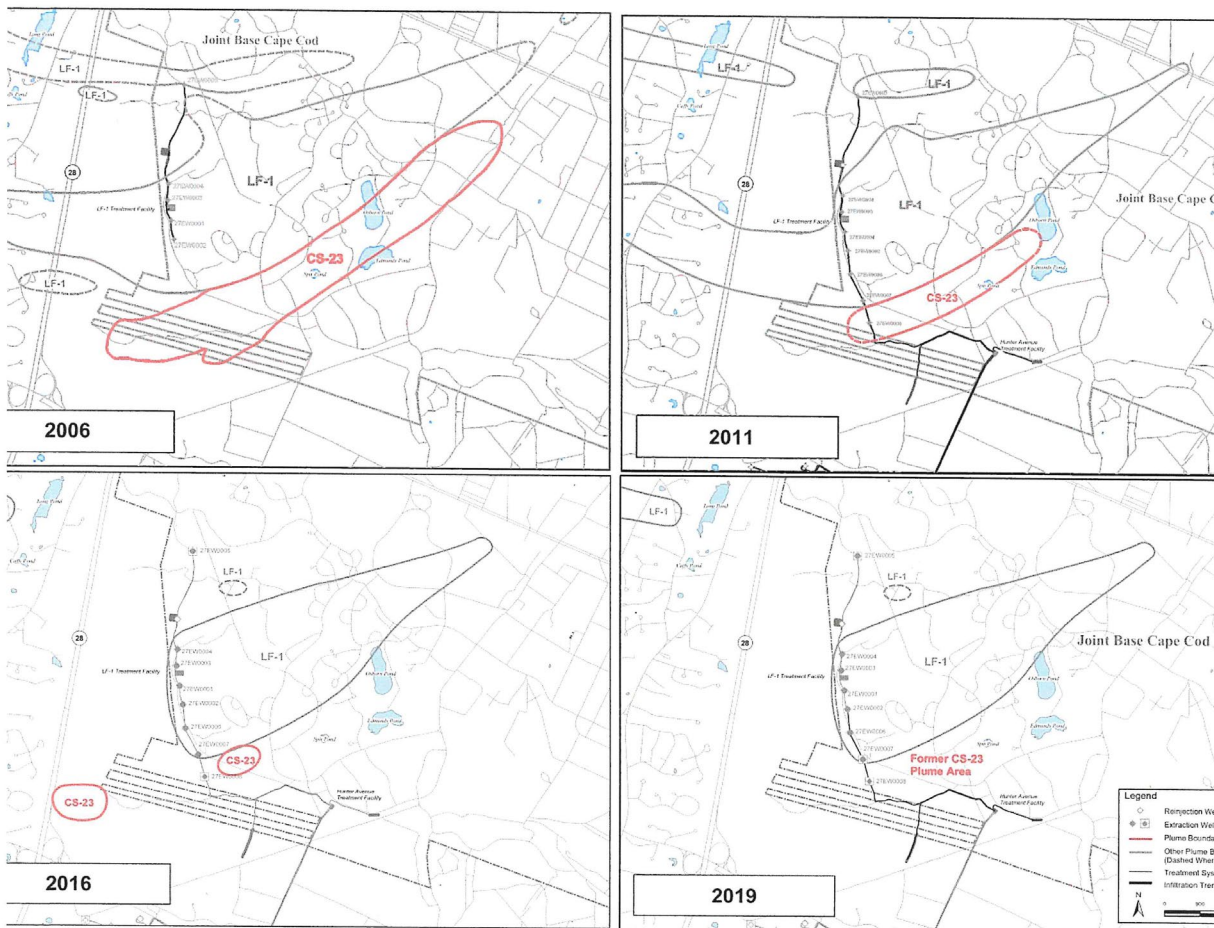
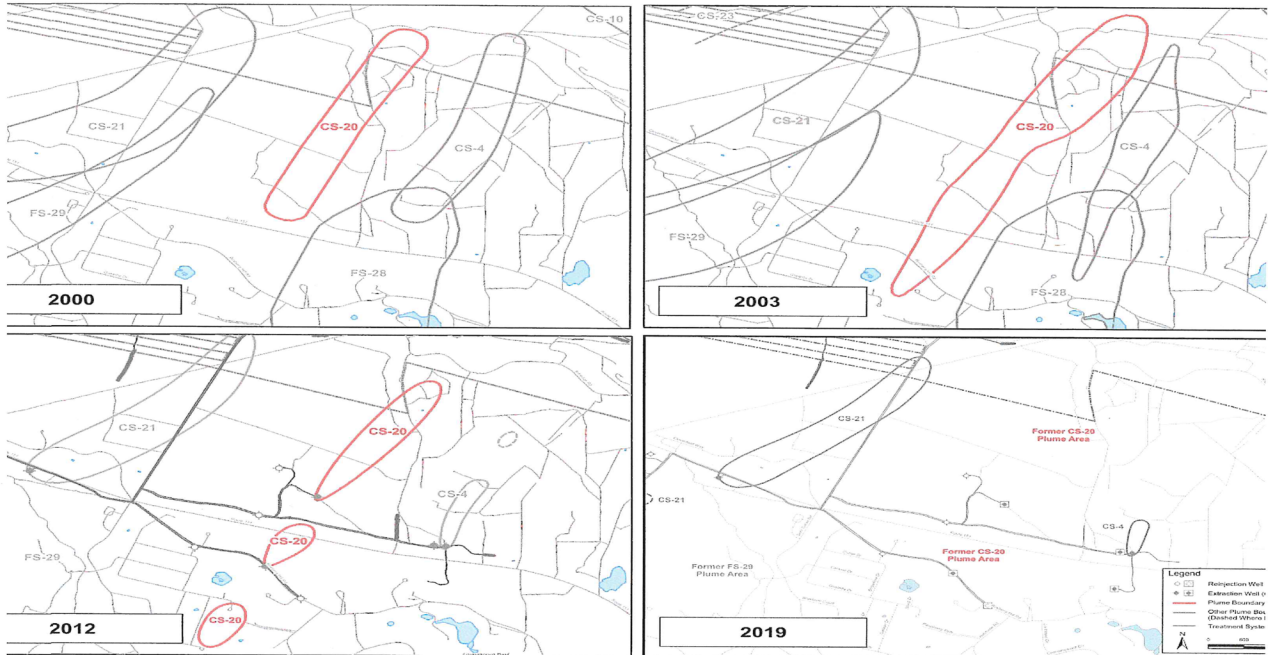
The CS-20 and CS-23 plumes were detached from unknown sources located on JBCC. CS-20 once contained the contaminant tetrachloroethene (PCE) and CS-23 once contained trichloroethene (TCE) and carbon tetrachloride (CCl₄) above federal drinking water cleanup standards. The concentrations of these contaminants are now below those standards as a result of active remediation and natural attenuation.

Past decisions for CS-20 and CS-23 required that groundwater extraction wells be installed to remediate these plumes. Contaminated groundwater was captured by extraction wells, treated with carbon, and returned to the aquifer. In addition to active treatment, monitored natural attenuation (MNA) was added to the decision which accepted natural processes (dilution, dispersion and degradation) for addressing the plume outside of the capture zone of the extraction wells. Land use controls (LUCs) were also added, such as private well use verification and response actions.

AFCEC will be notifying the Falmouth Board of Health and area residents in the former LUC areas for CS-20 and CS-23 that water from private wells in this area can once again be used safely as TCE, PCE and CCl₄ are not no longer above federal drinking water standards.

Site closures for CS-20 and CS-23 were achieved in October 2021 with the issuance of the CS-20 and CS-23 Remedial Action Completion Reports (RACR), which received concurrence from the U.S. Environmental Protection Agency and the Massachusetts Department of Environmental Protection. A similar RACR was issued in 2020 for the Fuel Spill 29 plume. These RACRs can be found in AFCEC's administrative record. For more information on the IRP please visit/contact:

- Webpage: <https://www.massnationalguard.org/JBCC/afcec.html>
- Online administrative record (search under Joint Base Cape Cod): <https://ar.afcec-cloud.af.mil/>
- Call/text/email Doug Karson, AFCEC Community Involvement Lead, (508) 524-9206; douglas.karson@us.af.mil





Town of Barnstable
Inspectional Services Department
Brian Florence-Director of Inspectional Services
Jane Zulkiewicz-Town Sealer
Weights and Measures Program

367 Main Street
Hyannis, MA 02601
Office: 508-862-4671

B.
BOURNE BD OF SELECTMEN
RCVD 2021 NOV 16 AM 11:53

11/9/2021

Glenn D. Cannon
Assistant Town Administrator
Bourne Town Hall
24 Perry Ave.
Buzzards Bay, MA 02532

Dear Mr. Cannon,

Since the last quarter the Barnstable Weights and Measures staff lost an inspector due to other employment. During the interim of advertising, interviewing and finally hiring a new inspector as of November 5, 2021, we have done our best to accomplish the weights and measures duties in Bourne this quarter. The new inspector will require many months of training but we are confident he will learn the standards that Barnstable Weights and Measures have prided ourselves for many years.

Enclosed is the 3rd quarter report from July 1 to September 30, 2021, detailing all Weights & Measures activity within the Town of Bourne.

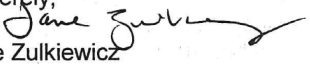
- 97 devices were tested and sealed. Major grocery store scales, market scales, pharmacy and the Town's Solid Waste scales were certified for 2021.
- 54 retail motor fuel meters tested and sealed at gas stations, and those requesting testing after meters were replaced or repaired along with normal annual marina fuel meter inspections.
- Six Grocery and convenience retail locations were inspected for Item Price compliance. The stores keeping up with price changes continue to be an issue.
- Four price verification scanner accuracy inspection was conducted which passed with the required 98%, one pricing error noted on this random inspection.

We had to move our operation from the office we have worked for over 20 years in May 2021, currently we have limited space and are doing the best we can to support our program. We purchased tablets for the staff to enhance remote tasks and move to a paperless initiative for emailing invoices to businesses. We were moved to Inspectional Services Department from the Licensing Department July 1, 2021.

On behalf of the staff at Barnstable Weights and Measures we look forward to continuous service of weights and measures duties in Bourne and we thank you for your support in the mission for providing equity in the marketplace.

Please feel free to contact me directly at (508) 726-2118, or e-mail, jane.zulkiewicz@town.barnstable.ma.us with any questions.

Sincerely,


Jane Zulkiewicz
Town of Barnstable
Weights and Measures Program Manager/Town Sealer
367 Main Street, Hyannis, MA 02601

367 Main Street
Hyannis, MA 02601
www.town.barnstable.ma.us

Town of Barnstable Weights and Measures Program
From 7/1/2021 to 9/30/2021

Office: 508-862-4671
Fax: 508-778-2412
11/9/2021 2:16:17 PM

Bourne

		Adj	Seal	Not Sealed	Cond	Sealing Fees	Reimp Fees	Device Fines	PV Fines	IP Fines	PK,CH. Fines	VFH Safety	C.C. Fines
Scales	A Cap Over 10,000 lbs	1	2			550							
	B 5,000 - 10,000 lbs												
	C 100 - 5,000 lbs		4	2		360							
	D Under 100 lbs	4	25	4		1380							
	E Under 10 lbs	2	4	1		240							
	Balances												
Weights	Avordupois												
	Metric												
	Troy												
	Apothecary												
Automatic Liquid Measuring	Meters, Inlet 1" or less												
	Gasoline		54			3000		375					
	Oil, Grease												
	Vehicle Tank Meters												
	Bulk Storage												
	Meters												
Other Automatic Measuring	Taximeters												
	Leather Measuring												
	Wire/Cordage		3			95							
	Cloth Measuring												
	Reverse Vending		1			20							
Linear Measures	Yardsticks												
	Tapes												
Scan	Scan - Above 98%		4			465			200	2700			
	Scan - Below 98%												
Complaints													
Pkg. Check													
UPC													
IP not Fined		3											
Totals		7	97	7		6110		375	200	2700			

Fees: \$6,110.00

Fines: \$3,275.00

Total: \$9,385.00

Categories for Barnstable Quarterly Reports top row	
Adj	Any adjustments/ calibrations to bring device in tolerance
Seal	Device has been sealed for that calendar year
Not Sealed	Device has not met compliance at time of insp; may need repair
Cond	Condemned device-does not meet standards for compliance
Sealing Fees	Dollars brought in for specific category of devices
Reinp Fees	Charges if device once sealed; needed repair and re-sealing
Device Fines	Charges if device has been found to be in use unsealed & not tested
PV Fines	Price Verification (Scanners) Violations
IP Fines	Item Price Violations mainly pricing at grocery/food stores
PK. CH Fines	Package Checking (Net Weight inspections) Violations
VFH Safety	Vehicle For Hire Safety inspections fees
C.C. Fines	Customer Complaint violations –this option has been disabled
Side Column categories	
Complaints	How many complaint weights and measures has investigated
Pkg. Check	How many individual packages were inspected for net weight
UPC	Unit Price Code inspections per item
IP not fine	Pricing inspection conducted resulting in compliance

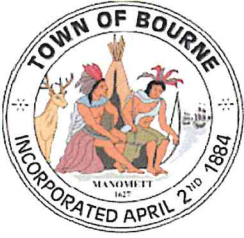
11) Committee Reports

George Slade said the Assembly of Delegates is considering a Police Academy session number 4.

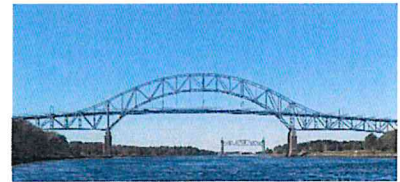
12) Adjourn

Voted: Mary Jane Mastrangelo moved, and George Slade seconded to adjourn.

Vote: 3-0-0.



Board of Selectmen Meeting Notice AGENDA



Date

November 30, 2021

Time

7:00 PM

Location

Bourne Veteran's Memorial Community Center
239 Main Street, Buzzards Bay

Note this meeting is being televised, streamed or recorded by Bourne TV. If anyone in the audience is recording or video-taping, they need to acknowledge such at this time.

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

7:00 PM Call Public Session to Order in Open Session

1. Moment of silence to recognize our Troops and our public safety personnel
2. Salute to the Flag
3. 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.
4. 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.
5. Public Comment on Non-Agenda Items
 - a. 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.
6. Minutes: November 2, 2021
7. Selectmen's Business
 - a. Discussion and possible vote to allow Caroline Smith and Sophia Benedetto to build a box at Monks Park in Monument Beach. Caroline Smith and Sophia Benedetto are members of the Girl Scouts of America and they are working toward their silver award. The box would be filled with pet supplies, such as dog leashes and cat toys.
 - b. Discussion and possible vote relative to the request by the homeowner of 1 Tattler Circle, Cataumet to refinance a restricted affordable home.
 - c. 7:00 PM public hearing - discussion and possible vote to approve the Property Classification under MGL Chapter 40, Section 56.

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TOWN CLERK BOURNE

- d. Fiscal year 2021 financial review presentation by Erica Flemming, Finance Director followed by a question and answer period.
- e. Discussion and possible vote to affirm the Deed Conveyance taken by the Conservation Commission to accept the 6.5 acre “Flyover” parcel as acceptable open space mitigation for the potential Integrated Solid Waste Management (ISWM) facility expansion.
- f. Discussion and possible vote to sign the deed for the 6.5 acre “Flyover” parcel. The “Flyover” parcel is required as open space mitigation for the potential Integrated Solid Waste Management (ISWM) facility expansion.

8. Appointments and Licenses

- a. Discussion and possible vote to approve various Year-Round Liquor and Companion Food, Entertainment and Coin-Operated Amusement Devices Licenses, as shown in Appendix A.
- b. Discussion and possible vote to authorize the use of the Selectmen’s stamps on approved Year-Round Liquor and Companion Food, Entertainment and Coin-Operated Amusement Devices licenses and all approved Committee Appointment letters by Administration staff.
- c. Discussion and possible vote to confirm our seasonal population.

9. Town Administrator

- a. Bylaw Committee meeting update – Town staff will update the Board of Selectmen relative to a recent Bylaw Committee meeting.
- b. MassDOT Canal Area Transportation program meeting summary.
- c. Complete Streets update and notification of the December 15, 2021 Complete Streets projects list public information meeting
- d. Notification of Appointment – Conservation Agent

10. Correspondence

11. Committee Reports

12. Adjourn

From: [King, Timothy](#)
To: [Caroline Smith](#)
Cc: [Cannon, Glenn](#); [Thut, Kathleen](#); [Hamilton, Sharon](#)
Subject: RE: Girl Scout Questions - Caroline Smith
Date: Monday, November 22, 2021 8:58:50 AM

The next Board of Selectmen Meeting is scheduled for 7:00PM, Tuesday, November 30, 2021 at the Bourne Community Building. I have asked that your item be placed on the agenda. I will also ask a representative from the Bourne Department of Natural Resources to be your liaison for this project.

Respectfully,

Tim King
Town Administrator

From: Caroline Smith [REDACTED]
Sent: Saturday, November 20, 2021 7:21 PM
To: King, Timothy <tking@townofbourne.com>
Subject: Girl Scout Questions - Caroline Smith

Dear Mr. Tim King,

Hello, my name is Caroline Smith, I am a girl scout in the local Bourne troop. I am working on my silver award, which is the second highest award a Girl Scout of America can receive. I was talking to Sam Haines, who I know no longer works with the town of Bourne. We were discussing where and when I and my fellow girl scout, Sophia Benedetto, could talk to the select people about starting our project. Our idea for a project is to build a box that is filled with pet supplies, like dog leash, and cat toys. We need approval for the location that has been decided on, which is in the Monks Park area in Mo Beach. It is a popular spot for pet owners, especially dog owners. So, I am emailing about how I am able to contact the select people to meet with. I was also wondering, when I start building the box, and filling the box?

Sincerely,
Caroline Smith

This email has been scanned for spam and viruses by Proofpoint Essentials. Click [here](#) to report this email as spam.

Bourne Housing Partnership Town Hall, 24 Perry Ave., Buzzards Bay, MA 02532
Tel 508 457 1005
email: affordablehomes@townofbourne.com

November 16, 2021

Bourne Select Board
Town Hall
24 Perry Ave
Buzzards Bay, MA 02532
Re: Request to refinance the property 1 Tattler Circle, Bourne

Dear Members of the Bourne Select Board,

The deed restriction on the property at 1 Tattler Circle designates the Board of Selectmen (now Select Board) as the local monitoring agent which must review for approval any refinancing, sale, or transfer of ownership. Approval for such actions must also be received by the owner from the Massachusetts Department of Housing and Community Development Local Initiative Program (LIP).

The owners have submitted a written request to the Select Board including the amount they wish to refinance. The maximum resale price of \$200,032 has been calculated from the formula in the property deed rider and has been confirmed by DH CD. The deed rider can be found in Barnstable County Registry of Deeds at Bk 24736 beginning at page 107 recorded on 8/6/2010. The requested amount requested to be refinanced is \$167, 800 which is well below the maximum which DHCD would allow which is \$194,031 (97% of the maximum resale price).

It is recommended that the Board approve the request to refinance 1 Tattler Circle conditioned upon DHCD approval of the transaction and that the total amount refinanced is not to exceed the lesser of \$194,031 or that approved by DHCD.

Kerry Horman,,

Affordable Housing Programs Administrator

Cc. Susan Ross, Chairperson, Bourne Housing Partnership
Tim King, Interim Town Administrator
Glen D.Cannon, Assistant Town Administrator

Obituaries

Frederick T. Williams

Frederick T. Williams, 82, of Bourne died at home October 27. He was the husband of Claire M. (Kasper) Williams, who died in 2017 after a battle with cancer. Mr. Williams was the son of Florence (O'Connor) Williams and Fred Williams, and a former resident of Dorchester and Avon. He leaves his children, Paul J. Williams, Thomas F. Williams and his wife, Jacqueline Williams, and Keri-Ann Stack and her husband, David Stack; his grandchildren, Ryan and Maura Williams, and James, Michael and Connor Stack; a brother, Jack Williams; a sister, Patricia Olson; and extended family. In addition to his wife and parents, he was preceded in death by his sister Margaret Iavelo. A funeral Mass was said on November 3 at St. Michael's Church in Avon. Interment was at St. Michael's Cemetery in Avon.

John L. Hannigan

John L. Hannigan of Buzzards Bay died at home October 19 after a brief illness. He was 74. He was the husband of Elaine F. (Morse) Hannigan. Born in Brockton, he was the son of Janet (Stetson) Hannigan of Pocasset and the late Kenneth L. Hannigan. Mr. Hannigan was a US Army veteran reaching the rank of sergeant during the Vietnam War; he earned numerous medals including a bronze star. After his military service he worked as a farm manager and was employed for many years at Bagnell Auto Supply. Upon his return to Cape Cod he became a commercial shellfisherman. Later in life he found a passion for woodworking and began creating birdhouses from recycled wood. He sold these items at crafts and artisan fairs. Mr. Hannigan had a love of

gardening, and grew and canned his own vegetables and preserves. An accomplished cook, he was known for his homemade jelly, spaghetti sauce and quahog chowder, among other specialties. In addition to his wife and his mother, he leaves three sisters, Donna Brown, Debra Levy and Valerie Morse; two brothers, Kenneth Hannigan and Rodney Hannigan; and many nieces and nephews. He was preceded in death by a sister, Judy Gable; three brothers, Daniel Hannigan, Thomas Hannigan and Alan Hannigan; two nephews; and an uncle. Burial was November 4 at Massachusetts National Cemetery in Bourne. A gathering followed at Aptuxcet VFW Post 5988 in Gray Gables.

Monica R. Layton

Monica Mae Layton, 87, of Buzzards Bay died October 26. A former resident of Bourne and of Pocasset, Ms. Layton had been a resident at Keystone Place for the past three years. She was the wife of Roger Layton, whom she married in 1953. Her husband died in 2003. The daughter of Cecile Robbins and Harry J. Robbins, her first apartment in the 1950s was on Main Street in Buzzards Bay not far from where she spent her final

years. Ms. Layton was industrious throughout her lifetime, beginning with her work at Lindsey's Restaurant in Wareham to Buzzards Bay National Bank and eventually to Commonwealth Electric, from which she retired after 22 years. For many years, she was a poll worker for the Town of Bourne, and a volunteer at the Bourne Council on Aging and at St. John the Evangelist Church in Pocasset. She enjoyed playing golf and swimming at the beach. She leaves two children, Deborah Hitchcock of Connecticut and Robert Layton of Pennsylvania; four grandchildren, Bryan Hitchcock, Kimberly Simone, Alex Layton and Matthew Layton; five great-grandchildren; a sister, Marguerite Parady of Illinois; and other family. A Mass will be celebrated on what would have been her 88th birthday, December 6, at 10 AM at St. John the Evangelist Church, 841 Shore Road in Pocasset. Burial is private at Massachusetts National Cemetery in Bourne.

KariAnna B. Karstad

KariAnna Bergitte Karstad, 41, of Cataumet died unexpectedly on October 16. The daughter of Beatrice and Kaare Karstad, she was born in

Princeton, New Jersey. Her family moved to Cape Cod in 1991 to be closer to family and help take care of her maternal grandmother. As a child she spent many summers with her sister and cousins attending Cataumet Club Camp; there she learned to sail, swim and play tennis. After graduating from Bourne High School in 1998, she went on to receive a bachelor of science degree in marketing from the University of Massachusetts Dartmouth in 2002. She married in 2006 and was the front desk manager at a local salon and spa. Ms. Karstad loved to cook and find new recipes to try and then share with family. She was fond of travel and took trips to Norway to visit family, Aruba to relax and enjoy the sunshine, and also spent time in Hawaii with her mother, sister and boyfriend the summer before her mother died. She leaves her sister, Katrine Smith and her family of Lakeville; and her former spouse, Judah Branagan of Andover; and extended family. A memorial service was held on November 6 at Cataumet United Methodist Church. Burial was private.

Phillip A. Cunningham

Phillip Allen Cunningham of Sandwich, who grew up in

Bourne, died October 19. He was 79. He was the husband of Jane M. Cunningham. The son of Elden M. Cunningham and Barbara Cunningham, he lived his entire life on Cape Cod. Because during his younger years he went scalloping to earn money during the summer, he acquired the nickname of Scallop. After attending Barrington College, Mr. Cunningham joined the US Navy in 1964 and served on the USS Wasp in the Atlantic, retrieving Gemini space capsules during the 1960s. Not long after joining the Navy, he married and he and his wife started their family. A contractor for most of his life, Mr. Cunningham built many homes in and around Sandwich and elsewhere on the Cape. He loved sports including football, baseball, golf and softball. Athletic in high school and college, he accomplished shooting a hole-in-one twice—in the same week—when he was 16 years old. In his later years he loved playing softball and the friendships that came with it. In addition to his wife, he leaves three sons, Phillip Cunningham, Derek Cunningham and Brendon Cunningham; five grandchildren; a sister, Nancy Albert of Weymouth; and extended family. Private services will be at a later date.

In Loving Memory

The following paid memorials have been submitted by the deceased's family and friends.

Howard Wilkinson Shaw

June 11, 1940 — November 1, 2021 Howard Wilkinson Shaw, 81, of Nobleboro, ME passed away peacefully on November 1st at Mid-CoastHospital in Brunswick, ME. Howard was the son of Alan Torrey Shaw and Virginia Wilkinson Shaw andgrew up in West Newton, MA. A 1958 graduate of the Berkshire School in Sheffield, MA, he then graduated from Colby College in Waterville, ME in 1962, where he served as the hockey team manager throughout his four years. After college, Howie began a lifelong career in the food retail and hospitality industries. After stints working in grocery stores in Wellesley, MA and Los Angeles, CA, he opened Howie's Market in Pocasset, MA in 1969. He owned the grocery store until 1977 when he purchased the Bourne Mill and reopened as Grandma's Restaurant and Pie Shop in Buzzards Bay, MA. The restaurant was an enormous success. Howie's proudest accomplishment was the restoration and relocation of the New York Central 16 tugboat to sit aside his restaurant on the Bourne Rotary, a true local landmark. In 1985 he sold the restaurant and purchased Small Brothers Wharf in New Harbor, ME which he converted to Shaw's Fish and Lobster Wharf. He subsequently sold Shaw's in 1990 and repurchased Grandma's. He re-branded the restaurant as Shaw's Fish and Lobster and operated it until 2003. Howie loved to fish for blues and scup as a boy while summering on Cape Cod in Cataumet, MA. He also had a deep-rooted passion for gardening and his dogs. But Howie's true hobby was his work – he will always be remembered for his relentless work ethic and no days off attitude. Howie is survived by his four children, daughter Melissa Moesman, her husband Sean and their children Amelia and Bradley, son Jeffrey Shaw, daughter Virginia Genthner, her husband Neil and their girls Brianna and Ava, son Michael Shaw, his son Crew, sister Linda Carpenter, her sons Jami-

son Carpenter, Scott Carpenter and Douglas Carpenter, and his beloved Bernese Mountain Dog, Bear. Howie's larger than life personality will be greatly missed by all who knew him. His family plans to have a celebration of life in the Spring of 2022. In lieu of flowers, donations may be made to Mobius, Inc., 319 Main St., Damariscotta, ME 04543; Mid Coast Hospital (ICU listed in the memo), PO Box 279, Brunswick, ME 04011; or the Bourne Conservation Trust, Box 203, Cataumet, MA 02534. Arrangements are under the direction and care of the Strong-Hancock Funeral Home, 612 Main St., Damariscotta. Condolences, and messages for his family, may be expressed by visiting strong Hancock. com.

Francis Barry



Francis Barry was born in May 1933 to the late Joseph Barry and Margaret (Cashin) Barry in Worcester, MA. Francis is survived by his wife, Annette (Quinton) Barry, his son, Steven Barry of Florida, and his daughters; Gerri Barry of Massachusetts, Sonya Branch of Massachusetts, Pamela Reid of Florida, Stephanie Colburn of Mississippi, and Heather Crichlow of Indiana. Francis also leaves behind his grandchildren; Nicholas and Ashley Branch, Jason and Jamie Lesure, Chelsea and Peyton Colburn, Christopher and Nicole Spau, and Cameron, Carter and Conrad Crichlow. He is also survived by his great grandchildren; Saul, Azalee, Hailey, Macy, Nathaniel Lesure and Charlie Murray. A Service will be held at Nickerson Bourne Funeral Home, located at 40 MacArthur Blvd, Bourne, MA on Monday, November 15 from 3 to 4 PM. A burial will take place at Worcester Memorial Park Cemetery on Tuesday, November 16 at 11 AM.

Simply Hearing, Inc.

HEARING AID CENTER

Lianne Carbone
Owner/MA HHS #192

Stephanie Henry
Practitioner Assistant

Brittanie Reine
Care Coordinator

Deirdre Martin
Practitioner Assistant

One turkey donated to the Falmouth Service Center for every hearing aid sold in November and December!

DONATIONS COUNT: 20

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AUDIOLOGY & HEARING AID CENTER

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Falmouth, MA 02540
www.SimplyHearing.net
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LEGAL NOTICE
BOURNE WATER DISTRICT
TOWN OF BOURNE
PUBLIC NOTICE

Under Chapter 40, Section 56 of the Massachusetts General Laws, as amended by Chapter 369 of the Acts of 1982, and Chapter 79 of the Acts of 1983, the Board of Water Commissioners will conduct a public hearing on whether the Bourne Water District should implement the Classification Act for Fiscal Year 2022. Said hearing will be conducted on Tuesday, November 23, 2021 at 8:30 am at the Bourne Water District office at 211 Barlows Landing Rd, Pocasset MA. At the hearing the Commissioners will hear testimony as to what will be the Fiscal Year 2022 residential factor, which will determine the share of taxes each classification will pay, and what will be open space factor, and whether there will be a residential exemption and/or a small business exemption. Per order of the Bourne Water District Commissioners.

Brian S. Handy, Chairman
Michael R. Lyons, Commissioner
Peter R. Way, Commissioner

November 12, 2021

BUZZARDS BAY WATER DISTRICT
BOARD OF WATER COMMISSIONERS
PUBLIC HEARING ON PROPERTY TAXES

The Board of Water Commissioners will hold a Public Hearing pursuant to the provisions of Mass. General Laws on Tuesday, November 23, 2021 at 4:00pm at the Buzzards Bay Water District, 15 Wallace Avenue, Buzzards Bay, MA 02532 to solicit public input on the issue of allocating the Local Property Tax levy among the property classes for the fiscal year 2022. In summary, the Board of Water Commissioners is empowered by Mass. General Laws to determine the percentages of the tax levy to be borne by each class of property for the fiscal year. Classes

Laughter will mingle with tears. Preplanning will ensure stress doesn't.

Some things change. Some things don't.

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are as follows:
Residential Property Class One
Open Space Class Two
Commercial Property Class Three
Industrial Property Class Four
Personal Property

At this hearing, the Board of Assessors will provide information and data relevant to making a decision on allocating the tax burden among the classes of property, including the fiscal effect of the available alternatives. Citizens wishing to be heard on this matter are encouraged to present written and oral testimony to the Board of Commissioners.

Written comments may be submitted to the Office of the Board of Commissioners, P.O. Box 243, 15 Wallace Avenue, Buzzards Bay, MA 02532, no later than Monday, November 22, 2021.

November 12, 2021

Town of Bourne
Conservation Commission
24 Perry Avenue
Buzzards Bay, Massachusetts
02532
(508) 759 – 0600 x 1344

PUBLIC Hearing NOTICE

Notice is hereby given in accordance with provisions of Chapter 131, Section 40 of MGL as amended and the Town of Bourne Wetland Protection Bylaw as amended that Oxford Development Group has petitioned construction of a mixed use residential and retail development including two 5 story buildings with associated parking, landscaping, utilities and stormwater infrastructure. This Project is within an AE flood zone located at 2 Kendall Rae Lane, Bourne. The plans can be viewed by emailing Aamado@townofbourne.com. A public hearing will be held Via Remote Access on Thursday, 11-18-2021 at 7:00 pm. Link to the hearing will be online once the agenda is posted. Robert M. Gray, Chairman, Bourne Conservation Commission

November 12, 2021

Town of Bourne
Conservation Commission
24 Perry Avenue
Buzzards Bay, Massachusetts
02532
(508) 759 – 0600 x 1344

PUBLIC Hearing NOTICE

Notice is hereby given in accordance with provisions of Chapter 131, Section 40 of MGL as amended and the Town of Bourne Wetland Protection Bylaw as amended that Thanos & Danielle Gossios has petitioned to install an in-ground pool. This Project is within 100 feet of a wetland resource area located at 295 County Road, Bourne. The plans can be viewed by emailing Aamado@townofbourne.com. A public hearing will be held Via Remote Access on Thursday, 11-18-2021 at 7:00 pm. Link to the hearing will be online once the agenda is posted. Robert M. Gray, Chairman, Bourne Conservation Commission

November 12, 2021

Town of Bourne
Conservation Commission
24 Perry Avenue
Buzzards Bay, Massachusetts
02532
(508) 759 – 0600 x 1344

PUBLIC Meeting NOTICE

Notice is hereby given in accordance with provisions of Chapter 131, Section 40 of MGL as amended and the Town of Bourne Wetland Protection Bylaw as amended that Janet McGreggor & Timothy Traub has petitioned to construct a new septic system within 100 feet of coastal bank. This project is within a V flood zone and 100 feet of a wetland resource area at 25 Phillips Road, Bourne. The plans can be viewed by emailing Aamado@townofbourne.com. A public hearing will be held Via Remote Access on Thursday, 11-18-2021 at 7:00 pm. Link to the hearing will be online once the agenda is posted. Robert M. Gray, Chairman, Bourne Conservation Commission

November 12, 2021

Town of Bourne
Conservation Commission
24 Perry Avenue
Buzzards Bay, Massachusetts
02532
(508) 759 – 0600 x 1344

PUBLIC Meeting NOTICE

Notice is hereby given in accordance with provisions of Chapter 131, Section 40 of MGL as amended and the Town of Bourne Wetland Protection Bylaw as amended that Brian J & Gail J Kennedy has petitioned to construct new addition to existing dwelling, approximately 573 sf and 2 new decks approximately 260 sf. All

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Disturbed areas to be loamed, seeded, graded and landscaped. No changes to existing septic system. Within an AE flood zone at 70 Glider Road, Bourne. The plans can be viewed by emailing Aamado@townofbourne.com a public hearing will be held Via Remote Access on Thursday, 11-18-2021 at 7:00 pm. Link to the hearing will be online once the agenda is posted. Robert M. Gray, Chairman, Bourne Conservation Commission

November 12, 2021

NORTH SAGAMORE WATER DISTRICT
PUBLIC NOTICE

Under Chapter 40, Section 56, as amended by Chapter 369 of the Acts of 1982, and Chapter 79 of the Acts of 1983, the Board of Water Commissioners will conduct a public hearing on whether the North Sagamore Water District/Bourne portion should implement the Classification Act for Fiscal 2022. Said Hearing will be conducted on Wednesday, November 17, 2021 at 4:30 pm at North Sagamore Water District meeting room, 14 Squanto Road, Sagamore Beach, MA. At the hearing, the Commissioners shall take testimony as to what will be the residential factor, which will determine the share of taxes each classification will pay for FY2022, what will be the open space factor, and whether there will be a residential exemption and/or small commercial exemption. Per order of the North Sagamore Water District Commissioners.

Mark Melchionda, Chairperson

November 12, 2021

PUBLIC HEARING NOTICE
ATTENTION TAXPAYERS
TOWN OF BOURNE
PROPERTY CLASSIFICATION HEARING

A PUBLIC HEARING, AS REQUIRED UNDER MGL CHAPTER 40, SECTION 56, REGARDING THE PERCENTAGE OF LOCAL TAX LEVY TO BE BORNE BY EACH CLASS OF PROPERTY FOR THE FISCAL YEAR 2022 WILL BE HELD NOVEMBER 30, 2021 AT 7:00 PM AT THE BOURNE VETERANS MEMORIAL COMMUNITY BUILDING, 239 MAIN ST, BUZZARDS BAY, MA. INTERESTED TAXPAYERS ARE ENCOURAGED TO ATTEND AND PRESENT ORAL OR WRITTEN COMMENTS.

BOURNE BOARD OF SELECTMEN
PETER J. MEIER, CHAIR
JUDITH MACLEOD FROMAN, VICE CHAIR
JARED P. MACDONALD, MEMBER
GEORGE G. SLADE, JR. CLERK
MARY JANE MASTRANGELO, MEMBER

November 12, 2021

TOWN OF BOURNE

FISCAL YEAR 2022

TAX CLASSIFICATION HEARING

November 30, 2021

Classification Hearing

Purpose- to adopt the Town's Tax Policy by allocating or classifying the tax levy among property types – Board of Selectmen must vote on how to adopt the Tax Rate Policy; either by

- single tax rate
- split tax rate

Additionally, can adopt exemptions and discounts

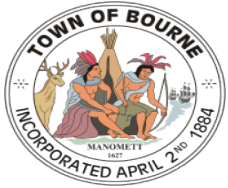
- Open space discount
- Residential exemptions; – up to 20% of the average of all residential value
- Eligibility; must be owner's primary residence

Small commercial exemption

Up to 10% of assessed value of eligible properties

Eligibility;

- occupied by business
- Value of less than \$1 million
- No more than 10 employees; aggregate



TOWN OF BOURNE
Board of Assessors
24 Perry Avenue
Buzzards Bay, MA 02532
(508) 759-0600 Ext. 1510 ♦ Fax (508) 759-8026



Michael Leitzel, Chairperson
Ellen Doyle Sullivan, Clerk
Donna Barakauskas, Member

Rui Pereira, MAA
Director of Assessing

November 30, 2021

PROPERTY CLASSIFICATION RECOMMENDATION

FISCAL YEAR 2022

The Board of Assessors recommends that the Board of Selectmen retain one tax rate for all classes of property for Fiscal year 2022. The Board feels that the relatively small benefit to the residential taxpayer that could be achieved through the use of two tax rates is not warranted in light of the dramatic increase in taxes paid by the Commercial/Industrial/Personal Property taxpayer. Bourne is largely a residential community that simply does not have enough of a Commercial/Industrial base to make classification worthwhile.

FISCAL YEAR 2022 TOTAL VALUE BY CLASS

■ Residential	\$4,944,027,422
■ Commercial	\$418,160,368
■ Industrial	\$42,498,370
■ Personal Property	<u>\$191,359,460</u>
Total Taxable Value	\$5,596,045,620

Increase of 9% from Fiscal Year 2021

FISCAL YEAR 2022
PERCENTAGE OF LEVY BY
CLASS

■ Residential	88.347 %
■ Commercial	7.472 %
■ Industrial	.759 %
■ Personal Property	3.419 %
	<hr/>
	100.00 %

TAX LEVY ANALYSIS

Fiscal Year 2021 tax levy \$54,749,620.36

Fiscal Year 2022 tax levy \$56,464,100.30

Projected single tax rate for Fiscal Year 2022

Fiscal year 2022 Tax Levy / Fiscal year 2022 Total Taxable
Valuation of Town =

\$10.09 Per thousand of valuation

SINGLE TAX RATE ANALYSIS

Single Family Property	Last Year Median Assessment FY 2021 \$374,600	Median Assessment FY 2022 \$413,600	FY21 to FY22 + 9 .43 %
	Tax Rate	\$10.09	-\$0.68
	Annual Taxes	\$4,173.22	+\$138.78
Commercial / Industrial Building Property	Last Year Median Assessment FY 2021 \$404,150	Median Assessment FY 2022 \$412,700	FY21 to FY22 + 2.07 %
	Tax Rate	\$10.09	-\$0.68
	Annual Taxes	\$4,164.14	-\$188.55

SINGLE TAX RATE ANALYSIS WITH NO SHIFT

FISCAL YEAR 2022

<u>No CIP Shift – Residential factor of 1.00</u>	<u>Tax Rate</u>	<u>Median Assessment *</u>	<u>Taxes</u>
Residential	\$10.09	\$ 413,600	\$ 4,173.22
Com/Ind	\$10.09	\$ 412,700	\$ 4,164.14

SPLIT TAX RATE ANALYSIS WITH SHIFT OPTIONS

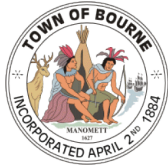
FISCAL YEAR 2022

<u>1.110 CIP Shift - Residential factor 99.520264</u>	<u>Tax Rate</u>	<u>Median Assessment</u>	<u>Taxes</u>	<u>Tax bill change</u> (-) or (+)
Residential	\$ 9.94	\$ 413,600	\$ 4,111.18	- \$ 62.04
Com/Ind	\$ 11.20	\$ 412,700	\$ 4,622.24	+ \$ 458.10

<u>1.250 CIP Shift - Residential factor 98.909690</u>	<u>Tax Rate</u>	<u>Median Assessment</u>	<u>Taxes</u>	<u>Tax bill change</u> (-) or (+)
Residential	\$ 9.76	\$ 413,600	\$ 4,036.73	- \$ 136.49
Com/Ind	\$ 12.61	\$ 412,700	\$ 5,204.14	+ \$ 1,040.00

<u>1.500 CIP Shift- Residential factor 97.819380</u>	<u>Tax Rate</u>	<u>Median Assessment</u>	<u>Taxes</u>	<u>Tax bill change</u> (-) or (+)
Residential	\$ 9.42	\$ 413,600	\$ 3,896.11	- \$ 277.11
Com/Ind	\$ 15.13	\$ 412,700	\$ 6,244.15	+ \$ 2,080.01

**Based on the median assessment for a single family residence for the Residential Category and the median improved commercial / industrial for the Com/Ind Category



Michael Leitzel, Chairperson
Ellen Doyle Sullivan, Clerk
Donna Barakauskas, Member

TOWN OF BOURNE
Board of Assessors
24 Perry Avenue
Buzzards Bay, MA 02532
(508) 759-0600 Ext. 1510 ♦ Fax (508) 759-8026

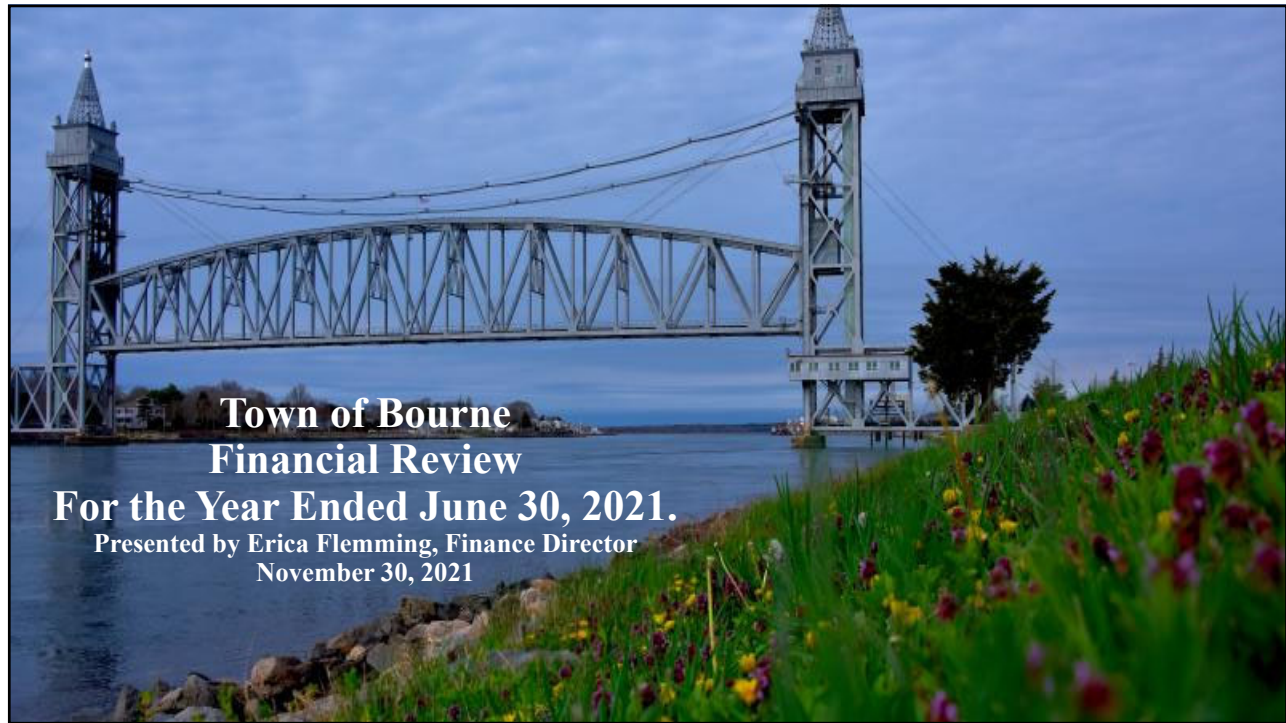


Rui Pereira, MAA
Director of Assessing

November 30, 2021

Recommended Motion for Board of Selectmen

Motion to adopt a single tax rate by selecting a residential factor of 1 in determining the allocation of taxes to be borne by the four classes of real property, along with personal property, for Fiscal Year 2022 and not to adopt an Open Space Discount, Residential Exemption or a Small Commercial Exemption for Fiscal Year 2022.



Presentation Agenda

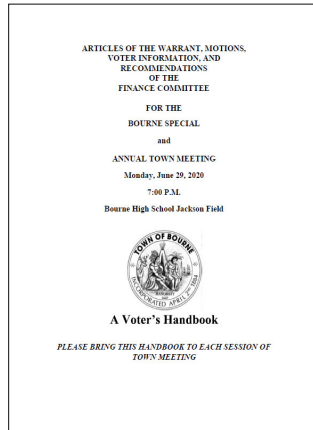
- General Fund Financial Results
- Financial Policy Compliance
- Other Funds (special revenue, trust funds, agency)
- Enterprise Funds

On March 10, 2020, Governor Charlie Baker declared a state of emergency due to the Coronavirus outbreak. The state of emergency was Terminated on June 15, 2021.

Due to the state of emergency, Bourne Town Offices were closed from March 16, 2020 until June 1, 2021 – the finance department was able to continue operations throughout the emergency without any interruptions in service – bills paid, funds collected, payroll issued, etc.

General Fund Operating Budget FY2021

Annual Town Meeting	6/29/2020	Original Budget Vote	\$ 70,373,266
Special Town Meeting	11/16/2020	Budget Increase	180,088
Special Education Reserve	3/2/2021	Budget Increase	100,000
Reserve Fund Transfers	Various	Budget Increase	<u>115,000</u>
Final General Fund Budget			<u>\$ 70,768,354</u>



Budget Revenue Sources

Tax Levy	\$ 54,749,621
State Aid, Net of Assessments	3,135,435
Local Receipts	7,092,454
Other - EF Indirect Costs & Host Community Fee	3,002,940
Other - Special Revenue Funds	2,452,733
Free Cash, Net of Off Budget Items (Reserve Fund, Overly Reserve, Elected Official Salaries)	220,171
Reserve Fund	<u>115,000</u>
Total	<u>\$ 70,768,354</u>

General Fund Revenue

Revenues

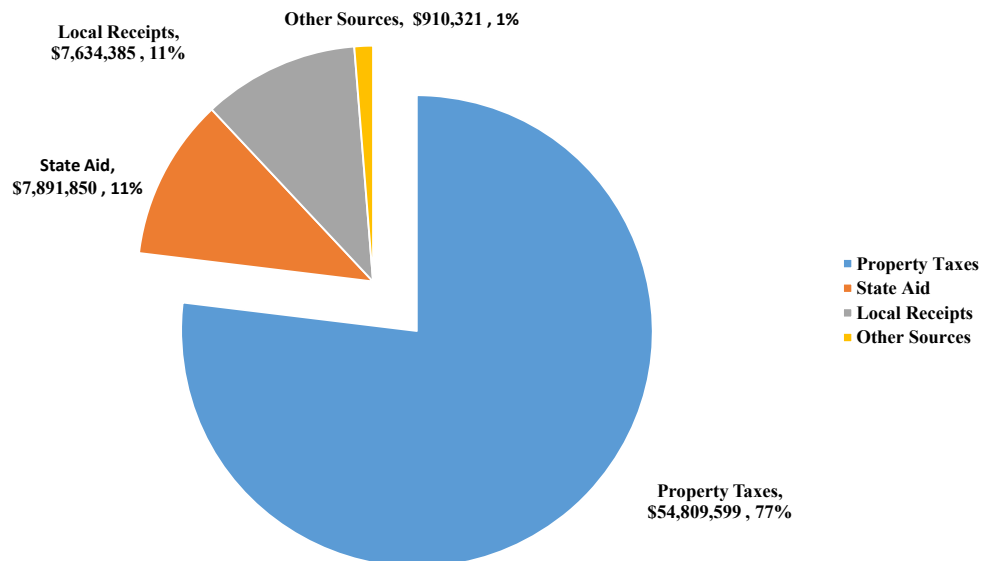
(All monies received from any source)

Major Revenue Sources:

- **Property Taxes (77%)** - calculated annually on the Tax Rate Recapitulation; limited to 2.5% of the previous year's levy limit plus new growth, debt exclusion and other adjustments (Cape Cod Commission Tax)
- **State Aid (11%)** – Cherry Sheet Receipts (Chapter 70 Aid, Veteran's Benefits, Unrestricted General Gov't Aid, etc.)
- **Local Receipts (11%)** – various tax and departmental revenues (motor vehicle, hotel, boat and meal taxes, recreational, licenses, permits, fees, fines, energy credits and other charges for services)
- **Other (1%)** – Host Fee

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Revenues by Source (Actual) FY2021



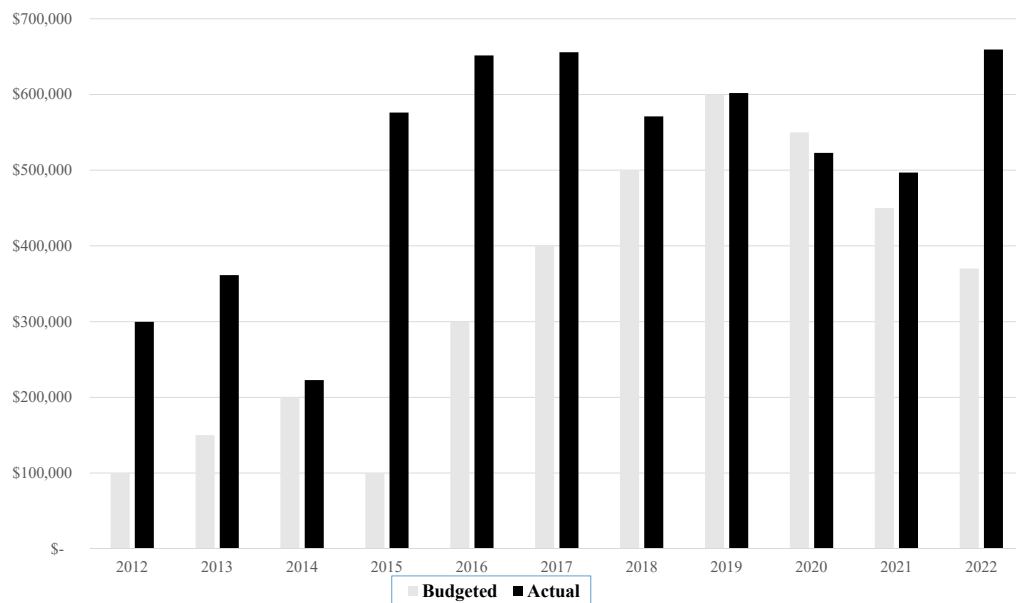
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History of New Growth Budget vs. Actual

Fiscal Year	Budgeted New Growth	Actual New Growth	\$ Over (Under) Budget
2022	\$ 370,000	\$ 659,406	\$ 289,406
2021	\$ 450,000	\$ 496,943	\$ 46,943
2020	\$ 550,000	\$ 522,773	\$ (27,227)
2019	\$ 600,000	\$ 601,987	\$ 1,987
2018	\$ 500,000	\$ 571,102	\$ 71,102
2017	\$ 400,000	\$ 655,699	\$ 255,699
2016	\$ 300,000	\$ 651,484	\$ 351,484
2015	\$ 100,000	\$ 576,154	\$ 476,154
2014	\$ 200,000	\$ 222,805	\$ 22,805
2013	\$ 150,000	\$ 361,352	\$ 211,352
2012	\$ 100,000	\$ 299,625	\$ 199,625
2011	\$ 100,000	\$ 241,638	\$ 141,638
2010	\$ 300,000	\$ 312,541	\$ 12,541

7

History of New Growth Budget vs. Actual



8

Debt Exclusion (Added to Tax Levy)

Fiscal Year	Net Excluded Debt Service
FY2022	\$4,258,028
FY2021	\$4,456,287
FY2020	\$4,208,712
FY2019	\$3,153,154
FY2018	\$1,955,412
FY2017	\$1,523,207
FY2016	\$1,073,114
FY2015	\$1,094,894
FY2014	\$1,106,186

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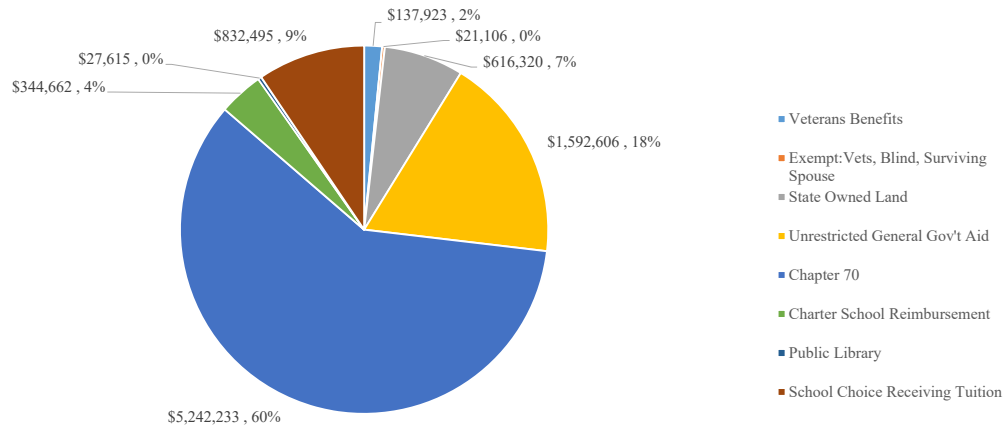
State Aid (Cherry Sheet) Revenues Budget vs. Actual FY2021

Receipt Type	Budget	Actual	Difference	Actual as a % of Budget
Veteran's Benefits	\$ 112,204	\$ 137,923	\$ 25,719	122.92%
Exemptions: Veterans, Blind, Surviving Spouse	110,456	21,106	(89,350)	19.11%
State Owned Land	600,691	616,320	15,629	102.60%
Unrestricted Govt Aid	1,556,625	1,592,606	35,981	102.31%
Chapter 70	5,215,213	5,242,233	27,020	100.52%
Charter School Reimbursement	201,994	344,662	142,668	170.63%
Subtotal General Fund	\$ 7,797,183	\$ 7,954,850	\$ 157,667	102.02%
Public Library	22,785	27,615	4,830	121.20%
School Choice Receiving Tuition	1,085,903	832,495	(253,408)	76.66%
Subtotal Revenue Offsets	\$ 1,108,688	\$ 860,110	\$ (248,578)	77.58%
Total State Revenue	\$ 8,905,871	\$ 8,814,960	\$ (90,911)	98.98%

***Due to pandemic and delay in the State's Budget adoption, level funded from the prior year				

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State Aid by Type (Actual Receipts) FY2021



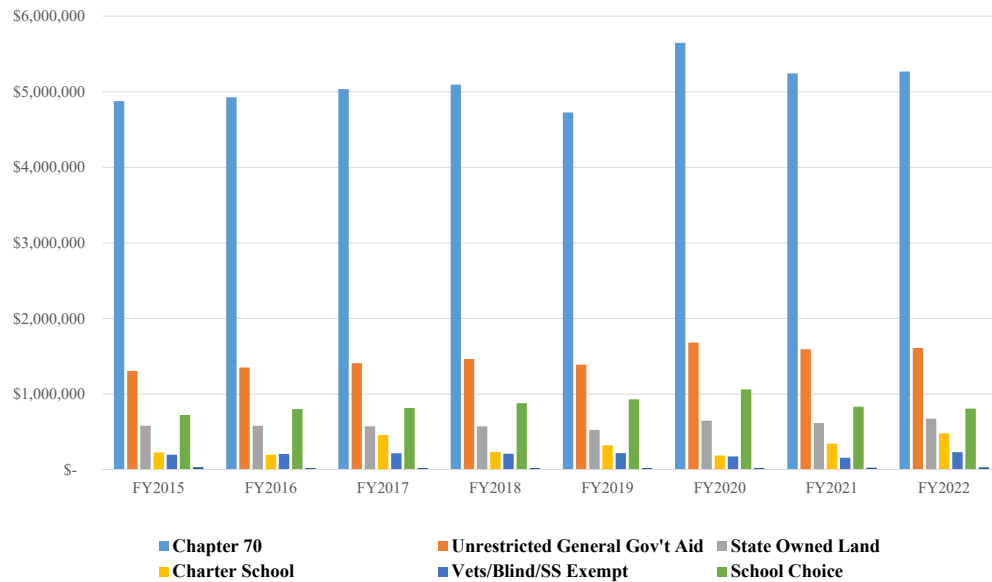
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Historical State Aid Revenue

	Estimate					
	FY2022	FY2021	FY2020	FY2019	FY2018	FY2017
Veteran's Benefits	\$ 138,937	\$ 137,923	\$ 149,396	\$ 110,972	\$ 104,984	\$ 110,281
Exemptions: Vets/Blind/Sur Sp	93,484	21,106	25,254	108,699	106,880	106,093
State Owned Land	673,586	616,320	648,481	525,602	573,392	573,938
Unrestricted General Gov't Aid	1,611,107	1,592,606	1,682,938	1,389,388	1,464,445	1,409,475
Chapter 70	5,268,883	5,242,233	5,648,129	4,726,655	5,094,043	5,034,613
Charter School Reimbursement	480,284	344,662	186,858	322,227	234,586	458,241
School Choice Receiving Tuition	808,724	832,495	1,062,378	931,352	880,129	816,628
Public Library	30,211	27,615	23,196	21,814	21,453	21,628
	<u>\$9,105,216</u>	<u>\$8,814,960</u>	<u>\$9,426,630</u>	<u>\$8,136,709</u>	<u>\$8,479,912</u>	<u>\$8,530,897</u>

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State Aid Revenues

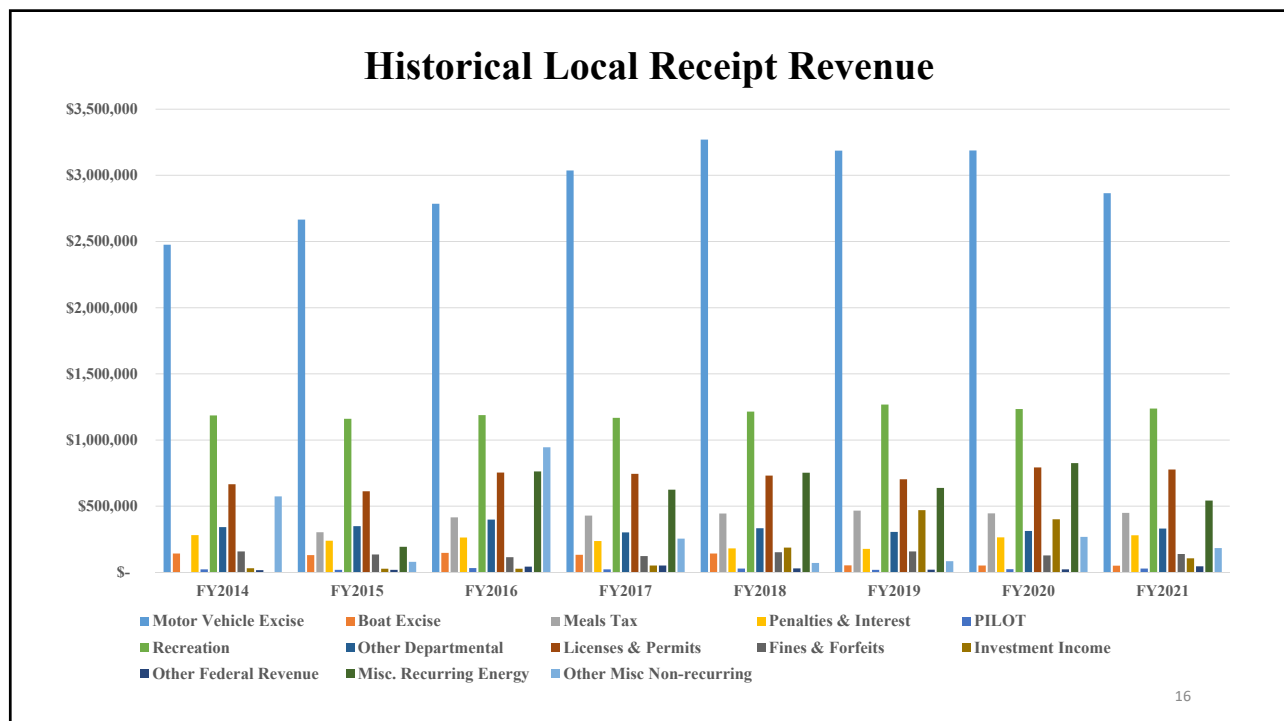
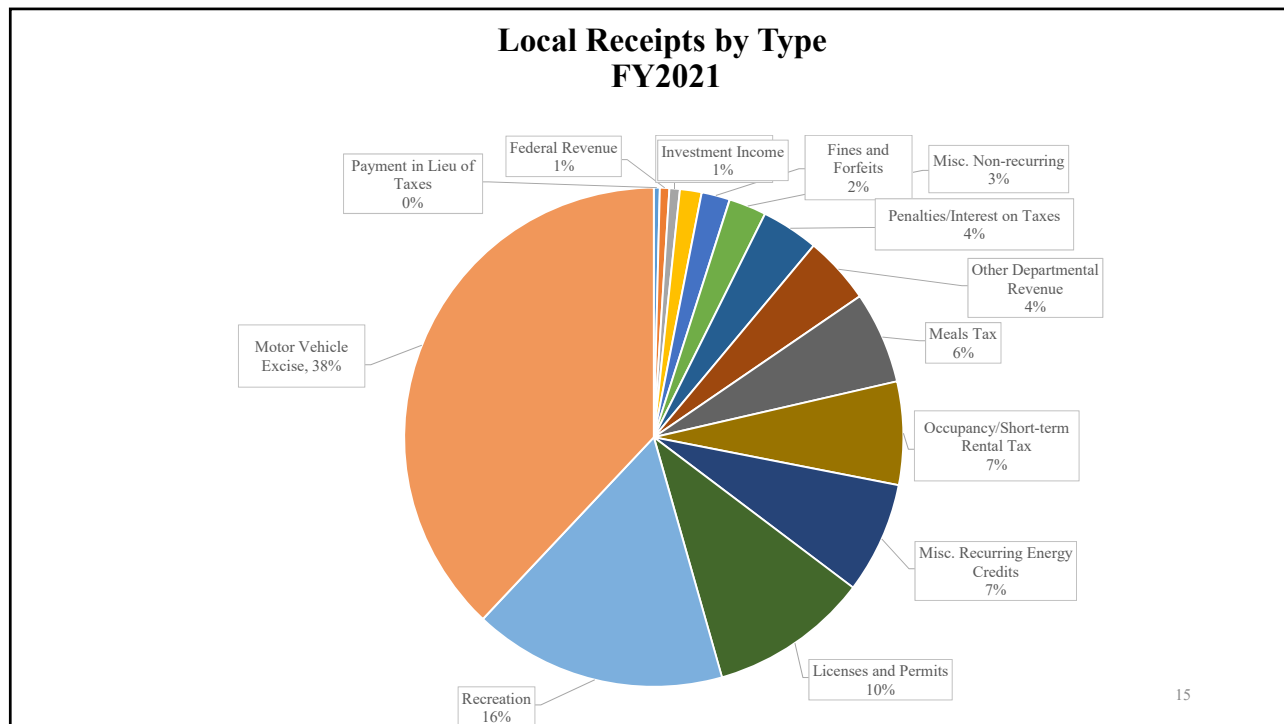


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Revenue from Local Receipts Budget vs. Actual FY2021

	Budget	Actual	Difference	% Over (Under)
Motor Vehicle Excise	\$ 3,155,894	2,865,540	\$ (290,354)	(9.20%)
Other Excise - Boats	55,000	50,987	(4,013)	(7.30%)
Other Excise - Occupancy	100,000	503,804	403,804	403.80%
Other Excise - Meals Tax	375,000	449,129	74,129	19.77%
Penalties & Interest	175,000	279,966	104,966	59.98%
Payments in Lieu	20,000	25,985	5,985	29.93%
Recreation	1,160,000	1,237,340	77,340	6.67%
Other Dept. Revenue	275,000	330,785	55,785	20.29%
Licenses & Permits	700,000	777,638	77,638	11.09%
Fines & Forfeits	130,000	138,976	8,976	6.90%
Investment Income	100,000	106,376	6,376	6.38%
Medicaid	30,000	45,705	15,705	52.35%
Misc. Recurring Energy	700,000	726,346	26,346	3.76%
Misc. - Non recurring	116,560	95,808	(20,752)	(17.80%)
	<u>\$ 7,092,454</u>	<u>\$ 7,634,385</u>	<u>\$ 541,931</u>	<u>7.64%</u>

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General Fund Appropriations, Expenditures, and Assessments

Appropriations & Expenditures FY2021 Highlights

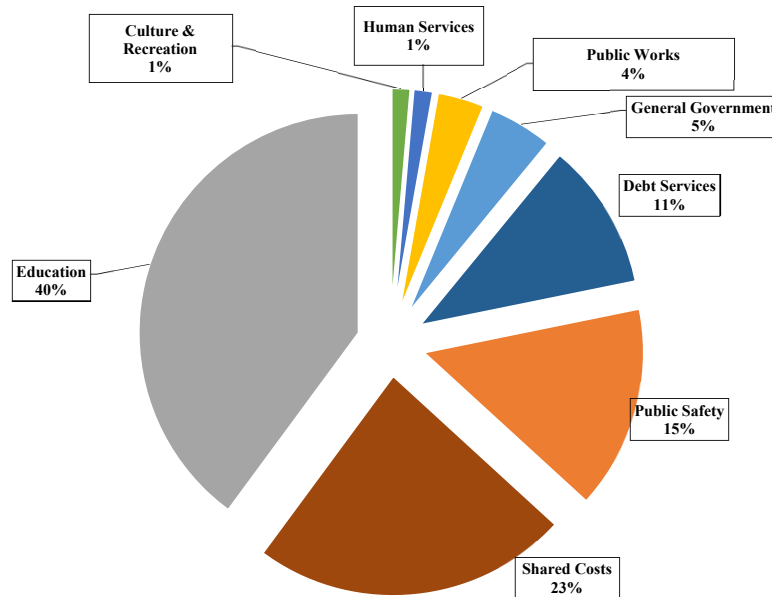
- The FY2021 budget of \$70,553,354 (excluding reserve fund and special education reserve fund transfers) increased \$1,873,449 or 2.73% from the prior year budget of \$68,679,905.
- Approximately \$2.7 million or 3.9% of the budget was turned back to fund balance at the close of FY2021; This year's turn backs were a direct result of unfilled positions and 4th quarter discretionary spend/hiring freeze.
- Shared costs yielded the highest percent of turn backs at \$805K or 29%. The majority of shared cost turn backs include Public Utilities (\$213K or 8%) and Group Insurance (\$544K or 20%); other departmental turn backs include Public Safety (\$769K or 28%), General Government (\$499K or 18%), Public Works (\$428K or 16%), Human Services (\$164K or 6%), Debt Service (\$40K or 1.5%), and Culture & Recreation (\$38K or 1.5%)
- Cherry Sheet Assessments continue to fluctuate from year to year. Significant changes relate directly to School Choice, Chart School Sending Tuition, and retired teacher health insurance.

General Fund Budget Appropriations & Expenditures FY 2021

	Encumbered		Transfers & Budget		Closed to	Encumbered
	7/1/2020	Appropriations	Expended	Amendments	Fund Balance	6/30/2021
General Government	\$ 16,820	\$ 3,681,191	\$ 3,176,515	\$ 17,000	\$ 498,865	\$ 39,631
Public Safety	4,838	10,916,470	10,114,429	-	769,208	37,671
Education	18,819	27,281,618	26,904,216	100,000	6,730	489,491
Public Works	7,109	2,750,738	2,317,888	-	428,070	11,889
Human Services	14,509	1,079,488	954,922	28,000	163,875	3,200
Culture & Recreation	3	968,528	929,014	-	38,160	1,357
Debt Services	-	7,366,413	7,326,525	-	39,888	-
Shared Costs	34,825	16,508,908	15,723,626	70,000	804,652	85,455
Total General Fund Budget	<u>\$ 96,923</u>	<u>\$ 70,553,354</u>	<u>\$ 67,447,135</u>	<u>\$ 215,000</u>	<u>\$ 2,749,448</u>	<u>\$ 668,694</u>
% of Budget Appropriations			95.60%		3.90%	0.95%

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Expenditures by Function FY2021



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Recap of Revenues & Expenditure Turn Backs

	State Revenue		Local Receipts		
	Over (Under)		Over (Under)		Expenditure
Fiscal Year	Budget		Budget		Turn Backs
2021	\$	19,245	\$	541,931	\$ 2,749,448
2020	\$	520,759	\$	686,648	\$ 3,272,367
2019	\$	(557,695)	\$	925,707	\$ 1,866,223
2018	\$	(122,981)	\$	1,097,683	\$ 1,896,073
2017	\$	(66,207)	\$	1,414,243	\$ 1,677,121
2016	\$	(51,148)	\$	1,906,148	\$ 764,400
2015	\$	(14,540)	\$	741,468	\$ 1,192,707
2014	\$	38,893	\$	1,076,627	\$ 608,379
2013	\$	(217,165)	\$	1,353,923	\$ 831,020
2012	\$	8,146	\$	882,013	\$ 1,635,873

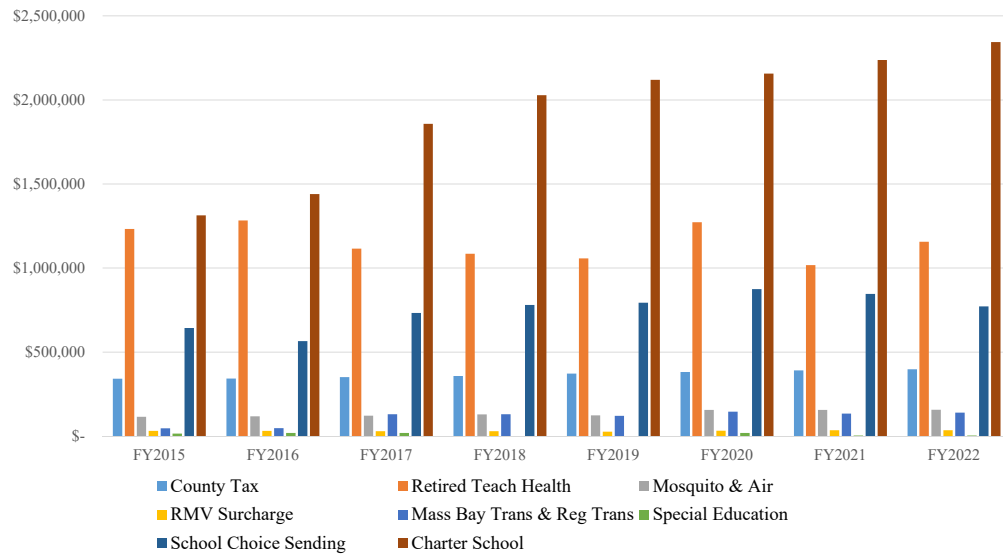
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Historical Cherry Sheet Assessments

	<u>FY2022</u>					
	<u>Budgeted</u>	<u>FY2021</u>	<u>FY2020</u>	<u>FY2019</u>	<u>FY2018</u>	<u>FY2017</u>
County Tax	\$ 397,743	\$ 391,477	\$ 381,928	\$ 372,037	\$ 358,085	\$ 351,341
Retired Teachers Health Ins	1,156,069	1,017,451	1,272,109	1,057,452	1,085,039	1,115,455
Mosquito Control Project	148,637	147,926	147,240	116,226	121,618	113,645
Air Pollution Districts	8,060	8,127	8,605	7,238	7,730	7,948
RMV Non Ren Surcharge	35,420	35,420	32,063	27,137	29,600	29,600
Mass Bay Transportation	-	37,088	39,391	35,310	39,418	41,707
Regional Transit	140,051	97,611	106,241	85,173	90,640	88,429
Special Education	3,997	4,096	19,153	-	-	19,383
School Choice Send Tuition	771,682	845,972	875,117	793,956	780,825	732,879
Charter School Send Tuition	2,344,048	2,237,928	2,156,427	2,119,451	2,028,088	1,857,477
Total	<u>\$ 5,005,707</u>	<u>\$ 4,823,096</u>	<u>\$ 5,038,274</u>	<u>\$ 4,613,980</u>	<u>\$ 4,541,043</u>	<u>\$ 4,357,864</u>
Inc (dec) from PY	3.79%	-4.27%	9.20%	1.61%	4.20%	

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Cherry Sheet Assessments



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Upper Cape Cod Regional Technical School Assessment

Fiscal Year	Assessment	Increase (Decrease) from Prior Year	% Change from Prior Year	Student Foundation Enrollment
FY2021	\$ 3,337,063	\$ 528,343	18.81%	185
FY2020	\$ 2,808,720	\$ (174,549)	(5.85%)	157
FY2019	\$ 2,983,269	\$ (266,848)	(8.21%)	
FY2018	\$ 3,250,117	\$ (56,689)	(1.71%)	
FY2017	\$ 3,306,806	\$ 12,424	0.38%	
FY2016	\$ 3,294,382	\$ 382,565	13.14%	
FY2015	\$ 2,911,817	\$ 749,686	34.67%	
FY2014	\$ 2,162,131	\$ 373,020	20.85%	
FY2013	\$ 1,789,111	\$ 98,558	5.83%	
FY2012	\$ 1,690,553	\$ 69,646	4.30%	

***FY2022 Foundation Enrollment = 180

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Debt Service FY2021

- Total Debt Service budget for FY2021- \$7,365,913 or 10% of the Total Budget
- Debt service consists of exempt (61%), non-exempt (29%) and funded debt (10%).
- Budgeted debt service costs increased \$170K from FY2020 – this includes a pay down of short-term notes in the amount of \$180,088 for street betterments that were mostly paid in advance
- No permanent financing during FY21
- Short-term notes will be renewed with the intent to permanently finance when school projects (including MSBA audits) are finalized – in the meantime, we will continue to pay down short-term notes as required.
- Financing strategy for future years utilizes off-budget revenue sources to finance capital items (Capital Stabilization Fund) – this will take some of the pressure from debt off the operating budget
- Total short-term debt (all funds) @ 6/30/2021 = \$9,958,272
- Total long-term debt (all funds) @ 6/30/2021 = \$51,508,251

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Financial Policy Compliance & Other Funds

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Financial Policies

Free Cash – to have certified Free Cash balance of at least 5% of the current Fiscal Year General Fund Operating Budget (GFOB) at the beginning and during the fiscal year; Certified Free Cash at July 1, 2021 was \$8,739,080 or 12.2% of the GFOB.

Stabilization Fund – to maintain a long term Stabilization Fund for unforeseen emergency expenses and capital projects in accordance with MGL C40 §5B and to maintain a balance of at least 6% of the GFOB; no transfers were need during fiscal 2021 to meet policy. Stabilization Fund balance at July 1, 2021 was \$4,472,719 or 6.2% of GFOB. Funds are reported at Fair Market Value and adjusted monthly.

OPEB Trust Fund - To maintain an OPEB Trust fund to accumulate funds for Other Post Employment Benefits. The long term goal for the Trust Fund is to fully fund the OPEB Liability. Beginning in fiscal 2019, OPEB expense was incorporated into the budget. This is calculated as the amount previously budgeted plus 10% of the actual new growth for the current year. The budgeted expense in FY2021 was \$163,702. The town will also strive to contribute 10% of excess free cash over policy to the fund at fall town meetings. In addition to the \$163,702 budgeted, \$1,025,000 was transferred to the trust in fiscal 2021. Total trust balance at year end was \$5,629,144. The net OPEB liability as of 6/30/2020 (FY21 Actuarial Valuation not yet available) was \$133,704,909. The liability is 4.2% funded.

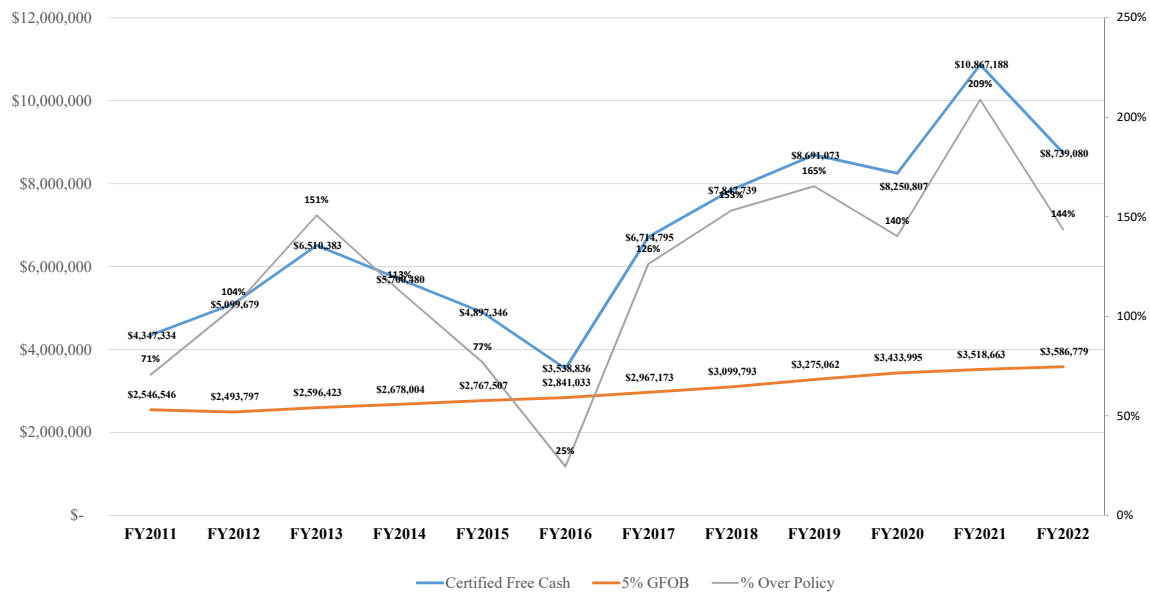
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Free Cash History

Fiscal Year	Certified Free Cash	As of	Total Voted During Fiscal Year	Used for Following Fiscal Years Budget	Used for Current Fiscal Years Budget	Used for Capital	Transfer to Stabilization	Used for Articles
2022	\$ 8,739,080	7/1/2021	\$ 1,199,188	\$ -	\$ -	\$ -	\$ -	\$ 1,199,188
2021	\$ 10,867,188	7/1/2020	\$ 4,729,490	\$ -	\$ 180,088	\$ 813,270	\$ -	\$ 3,736,132
2020	\$ 8,250,807	7/1/2019	\$ 2,123,454	\$ 838,464	\$ 188,500	\$ 323,000	\$ 10,000	\$ 763,490
2019	\$ 8,691,073	7/1/2018	\$ 3,095,069	\$ 1,100,000	\$ 100,162	\$ 890,772	\$ 118,000	\$ 886,135
2018	\$ 7,847,739	7/1/2017	\$ 2,515,150	\$ 1,095,696	\$ 204,500	\$ 511,370	\$ 156,000	\$ 547,584
2017	\$ 6,714,795	7/1/2016	\$ 2,154,900	\$ 795,300	\$ 65,680	\$ 349,836	\$ 580,000	\$ 364,083
2016	\$ 3,538,836	7/1/2015	\$ 846,676	\$ 892,405	\$ (648,682)	\$ 249,758	\$ -	\$ 353,195
2015	\$ 4,897,346	7/1/2014	\$ 3,429,046	\$ 1,792,345	\$ 865,000	\$ 397,800	\$ -	\$ 373,901
2014	\$ 5,700,480	7/1/2013	\$ 2,422,060	\$ 2,004,000	\$ 107,800	\$ -	\$ -	\$ 310,260
2013	\$ 6,510,383	7/1/2012	\$ 3,216,256	\$ 1,400,000	\$ 464,500	\$ 594,391	\$ -	\$ 757,365
2012	\$ 5,099,679	7/1/2011	\$ 1,908,922	\$ 1,400,000	\$ 144,395	\$ 169,527	\$ -	\$ 195,000
2011	\$ 4,347,334	7/1/2010	\$ 1,340,687	\$ 800,000	\$ 429,375	\$ 8,000	\$ 88,312	\$ 15,000
2010	\$ 4,897,336	7/1/2009	\$ 1,854,907	\$ 1,780,737	\$ -	\$ -	\$ -	\$ 74,170
2009	\$ 5,252,603	7/1/2008	\$ 2,034,697	\$ 859,245	\$ 22,500	\$ 244,000	\$ 887,462	\$ 21,490
2008	\$ 4,262,471	7/1/2007	\$ 1,662,337	\$ 650,478	\$ -	\$ 181,981	\$ 700,000	\$ 129,879
2007	\$ 3,911,948	7/1/2006	\$ 1,459,657	\$ 553,850	\$ 30,750	\$ 205,270	\$ 587,685	\$ 82,102

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Free Cash to Financial Policy



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General Stabilization Fund History

Fiscal Year	Fund Balance, BOY	Used for Budgets During Fiscal Year	Voted to Stabilization During Fiscal Year	Net Earnings
2022	\$ 4,472,719			
2021	\$ 4,334,068	\$ -	\$ -	\$ 138,651 ***
2020	\$ 4,145,971	\$ -	\$ 10,000	\$ 178,097
2019	\$ 3,953,766	\$ -	\$ 118,000	\$ 74,205
2018	\$ 3,756,385	\$ -	\$ 156,000	\$ 41,381
2017	\$ 3,545,542	\$ -	\$ 180,000	\$ 30,843
2016	\$ 3,530,881	\$ -	\$ -	\$ 14,661
2015	\$ 3,517,265	\$ -	\$ -	\$ 13,616
2014	\$ 2,547,001	\$ -	\$ 950,000	\$ 20,264
2013	\$ 3,475,477	\$ (950,000)	\$ -	\$ 21,524
2012	\$ 3,604,838	\$ (152,013)	\$ -	\$ 22,652
2011	\$ 3,503,206	\$ -	\$ 88,312	\$ 13,320
2010	\$ 3,551,848	\$ (88,312)	\$ -	\$ 39,670
2009	\$ 2,612,538	\$ -	\$ 887,462	\$ 51,848
2008	\$ 1,248,226	\$ -	\$ 1,287,684	\$ 76,628
2007	\$ 1,665,563	\$ (769,898)	\$ 282,213	\$ 70,348
2006	\$ 1,602,827	\$ (400,000)	\$ 400,000	\$ 62,736
2005	\$ 1,583,200	\$ (200,000)	\$ 183,603	\$ 36,024
2004	\$ 1,906,905	\$ (400,000)	\$ 50,000	\$ 26,295

***FY2021 and future year balances reflect Fair Market Value

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Health Insurance Trust, OPEB & Stabilization Funds

Summary of Fund Activity

Trust Fund Account	Balance July 1, 2020	Deposits/ Transfers	Amounts Expended	Net Earnings (Change in FMV)	Balance June 30, 2021
Self Insurance Claims Trust	\$ 5,088,933	8,496,868	8,179,655	549,621	\$ 5,955,767
Employees Insurance Withholding Trust	\$ 1,700,558	2,934,514	2,726,872	190,559	\$ 2,098,759
OPEB Trust Fund	\$ 3,652,699	1,188,702	-	787,743	\$ 5,629,144
Stabilization Fund	\$ 4,334,068	-	-	138,651	\$ 4,472,719
Stabilization Fund-Capital Projects	\$ 474,621	2,999,104	-	25,007	\$ 3,498,732
Future Solid Stabilization	\$ 529,020	-	-	4,333	\$ 533,353
Special Education Reserve Fund - MGL 40 § C. 13E (Funds can be distributed after a majority vote of the school committee and board of selectman)	\$ 104,501	(50,000)	-	1,372	\$ 55,873

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Receipts Reserved for Appropriation

Special Revenue Fund	Balance July 1, 2020	Revenues	Transfers In (Out)	Expended	Balance June 30, 2021
Municipal Waterways Fund Receipts Reserved	\$ 645,618	425,433	(341,970)	-	\$ 729,081
Ambulance Maintenance Fund Receipts Reserved	\$ 1,473,191	1,595,696	(1,325,000)	(60,708)	\$ 1,683,179
Conservation Fund Receipts Reserved	\$ 48,926	23,856	(30,000)	(538)	\$ 42,245
			<u>\$ (1,696,970)</u>		
Transfers to General Fund Operating Budget	\$ 1,496,970				
Transfer to Capital Projects	200,000				
	<u>\$ 1,696,970</u>				

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Bourne Received more than
\$6,000,000
 in grant funding during fiscal year 2021

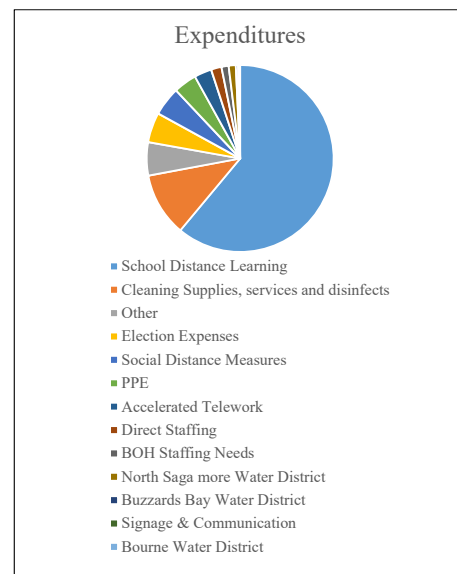
FY21 Grant Funding Received (Outside General Fund Budget)

- CARES Act Coronavirus Relief Fund = \$911,511
- ARPA = \$1,034,230
- Council on Aging Formula Grant = \$61,992
- Bourne Rail Trail = \$256,356
- State 911 Support & Training = \$114,835
- Community Development Block Grant = \$50,988
- Pumpout Boat = \$20,000
- Briarwood Bridge = \$200,000
- Chapter 90, State Aid to Highways = \$409,527
- School Circuit Breaker = \$495,114
- Special Education Cluster (94-142) = \$443,166
- Title I = \$303,430
- PL874 Grant (Federal Military Aid) = \$152,155
- Foundation Reserve (State Military Aid) = \$773,777
- CARES ESSER I = \$254,240
- CARES ESSER II = \$84,455
- CVFR School Reopening = \$404,279
- State Coronavirus Prevention = \$92,600

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Coronavirus Aid, Relief, and Economic Security Act (CARES Act)

- Total Funds Available = \$1,752,069
- Covered expenses thru 10/29/2021
- Total Funds Expended = \$1,642,214 –
 this includes \$104,751 of FEMA
 Eligible Reimbursements



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American Rescue Plan Act (ARPA)

- Signed into Law on March 11, 2021
- Bourne's share is \$2,068,460 (\$105/person)
- Program will be administrated at the federal level by the US Department of Treasury
- US Treasury released program guidance in the form of an "Interim Final Rule" in May 2021
- Final Rule has yet to be adopted
- Funds have been committed in FY22 to address necessary investments in sewer infrastructure

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Enterprise Funds

An enterprise fund, authorized by MGL Ch. 44§53F ½, is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services.

Bourne operates two enterprise funds:

1. Trash Disposal - Integrated Solid Waste Management Department
2. Sewer - Sewer Department

*****Both funds are self supporting and do not require subsidies from the General Fund*****

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Enterprise Funds ISWM & Sewer

- ISWM retained earnings decreased from \$12,964,428 to \$10,800,612 at year end – a decrease of \$2,163,816 or 16.69%. Total fund equities at year end equal \$23,616,715; this includes \$12,816,103 reserved for various purposes (ie capital articles, post closure, etc)
- Sewer retained earnings increased from \$804,288 to \$859,035 at year end – an increase of \$54,747 or 6.81%.

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ISWM Revenues Budget vs. Actual FY2021

	<u>Budget</u>	<u>Actual</u>	<u>Difference</u>	<u>% Over (Under) Budget</u>
User Charges	\$ 11,355,771	\$ 15,051,058	\$ 3,695,287	32.54%
Other Departmental Revenue	185,000	182,530	(2,470)	(1.34%)
Miscellaneous	15,000	96,024	81,024	540.16%
Investment Income	125,000	120,062	(4,938)	(3.95%)
Retained Earnings	<u>3,858,649</u>	<u>3,858,649</u>	<u>-</u>	0.00%
Total Revenues	<u>\$ 15,539,420</u>	<u>\$ 19,308,323</u>	<u>\$ 3,768,903</u>	24.25%

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ISWM Appropriations & Expenditures FY2021

	Encumbered Balance 7/1/2020	Appropriation/ Borrowing	Expenditures	Transfers In (Out)	Closed to Fund Balance	Encumbered Balance 6/30/2021
Operating Budget:						
Salaries	\$ -	\$ 2,287,580	\$ 1,945,319	\$ -	\$ 342,261	\$ -
Expenses	156,048	4,823,800	5,541,692	600,000	(215,555)	253,711
Debt Service	-	4,666,044	4,639,785	-	26,259	-
Reserve Fund	-	600,000	-	(600,000)	-	-
Host Community Fee	-	900,000	910,321	-	(10,321)	-
Subtotal	156,048	13,277,424	13,037,117	-	142,644	253,711
Indirect Costs	-	2,261,996	-	(2,261,996)	-	-
Total Expenses	<u>\$ 156,048</u>	<u>\$ 15,539,420</u>	<u>\$ 13,037,117</u>	<u>\$ (2,261,996)</u>	<u>\$ 142,644</u>	<u>\$ 253,711</u>

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Sewer Revenues Budget vs. Actual FY2021

	Budget	Actual	Difference	% Over (Under) Budget
User Charges:				
Sewer User Fees	\$ 1,127,355	\$ 1,093,834	\$ (33,521)	
Sewer User Charges Added to Taxe:	-	45,648	45,648	
Subtotal User Charges	1,127,355	1,139,482	12,127	1.08%
Other Departmental revenue	25,000	31,405	6,405	25.62%
Investment Income	10,000	9,198	(802)	(8.02%)
Retained Earnings	185,000	185,000	-	0.00%
Total Revenues	<u>\$ 1,347,355</u>	<u>\$ 1,365,085</u>	<u>\$ 17,730</u>	1.32%

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Sewer Appropriations & Expenditures FY2021

	Encumbered Balance 7/1/2020	Appropriation/ Borrowing	Expenditures	Transfers In (Out)	Closed to Fund Balance	Encumbered Balance 6/30/2021
Operating Budget:						
Salaries	\$ -	\$ 197,680	\$ 178,802	\$ -	\$ 18,878	\$ -
Expenses	592	238,253	86,829	-	134,753	17,263
Wareham - Operating Expense	-	410,000	410,000	-	-	-
Wareham - Capital Assessment	-	188,478	188,478	-	-	-
Debt Service	-	72,000	73,615	-	(1,615)	-
Reserve Fund	-	100,000	-	-	100,000	-
Subtotal	592	1,206,411	937,724	-	252,016	17,263
Indirect Costs	-	140,944	-	(140,944)	-	-
Total Expenses	<u>\$ 592</u>	<u>\$ 1,347,355</u>	<u>\$ 937,724</u>	<u>\$ (140,944)</u>	<u>\$ 252,016</u>	<u>\$ 17,263</u>

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Conclusion

- Overall, Town Finances are in good standing – compliant with Financial Policies and Industry Standards
- We have made positive changes in processes and procedures in recent years to maintain our healthy positions
- The Finance Team will continue to explore and implement strategies to strengthen our positions, including Bond Rating upgrade

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Any Questions?

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Cannon, Glenn

From: Robert Troy <rst@troywallassociates.com>
Sent: Wednesday, November 3, 2021 6:16 PM
To: Bob Gray
Cc: Cannon, Glenn; Barrett, Daniel
Subject: FW: ISWM - Flyover Nominee Trust
Attachments: Article 97 Language.pdf

Bob,

ISWM wants to acquire additional land for expansion and it requires mitigation land. Mark Robinson of Compact of Cape Cod Conservation Trust has recommended that we utilize a certain format of Deed which we have sent to the Attorney for the Seller, Kathryn Bean. Additionally, Bernie Kilroy, a Land Court Examiner, is assisting us with the Closing and is writing Title Insurance and we have forwarded the documentation to him. Mark Robinson has recommended that the Conservation Commission agree to hold the Conservation Restriction on this property under GL Chapter 40, Section 8C and it would then become land subject to Article 97. This is the first vote that the Commission is requested to take. Additionally, Jessie Leddick from Wildlife and Fisheries has language that is included in the Attachment to this Email that the Commission is also requested to endorse (See document dated 12/15/20). This is the second vote that the Commission is requested to take. Please call me if you have any questions. My cell is 508-776-0921. Thank you for your assistance.

Bob

Permanent Habitat Protection: In order to provide a Net Benefit to the conservation of the Eastern Box Turtle, the Permit Holder has proposed to permanently protect the 6.5-acre Open Space by conveying it to the Town of Bourne, acting by and through its Conservation Commission, subject to M.G.L. Chapter 184. Conveyance shall comply with the following conditions, unless otherwise pre-approved in writing by the Division:

- a) The deed of conveyance for the Open Space shall be amended to include the following language, or other similar language pre-approved in writing by the Division:

"Dedicated to the public for the sole purpose of conservation of natural resources, including but not limited to, the conservation of species listed pursuant to G.L. c. 131A et. seq. which shall be considered the most important conservation purpose for which this land is to be protected in perpetuity and held under the care and custody of the Conservation Commission, pursuant to G.L. c. 408C. This parcel of land is being dedicated in order to meet a long-term Net Benefit pursuant to 321 CMR 10 .23 with the Massachusetts Division of Fisheries and Wildlife and the Town of Bourne as benefitted parties."

- b) The Conservation Commission shall take a vote, and record said vote in the final written meeting minutes, to accept the Open Space pursuant to the above-referenced language (or other language pre-approved in writing by the Division) read aloud at said meeting prior to the vote.
- c) The Board of Selectmen, or the nominated member(s) of said board, shall affirm the vote of the Conservation Commission with said affirmation recorded in the final meeting minutes.

Within six (6) months of the initiation of Work, the Permit Holder shall provide proof of Open Space conveyance to the Conservation Commission. Proof of conveyance shall include proof of recordation with marginal reference to the land transfer language above, as well as the date of the Conservation Commission vote and the affirming vote of the Board of Selectmen. A copy of said recorded deed shall be submitted to the Division within five (5) business days of recordation. Work shall cease if said deed is not recorded and copies thereof received by the Division by this date provided, however, that the Division may extend this date from time to time if the failure to execute and record said deed results from circumstances beyond the control of the Permit Holder and so long as the Permit Holder continues in good faith to seek to execute and record said deed.

RETAIL LIQUOR LICENSE RENEWAL APPLICATION GUIDELINES

Without exception, all annual alcoholic beverages licensees are required to renew their alcoholic beverages license by **November 30th** of each year.

All retail license renewal applications must be signed by an authorized corporate officer, individual or partner and filed with the Local Licensing Authority between November 1st and November 30th. Licensees who are in the process of transferring their licenses are required to file the renewal application until the transfer has occurred and they are no longer the licensee of record.

Licensees are responsible for correcting any differences between their files and the ABCC license file on the renewal application in red ink. An LLA Certification Form / Form 43 verifying these changes have been ABCC approved must be attached to the license renewal application in order to change the official ABCC license file. Please mail those corrections along with the renewal packet to the ABCC.

All on-premises M.G.L. c. 138, §12 licensees must provide proof of the required liquor liability insurance and a copy of the required Fire Safety Inspection Certificate to the Local Licensing Authorities. Please do not forward the Fire Safety Certificates, Insurance Certificates, or License Certificates to the ABCC. You should keep these forms for your records.

Please mail the completed below form, all completed renewal certificate forms, and any corrective forms to the ABCC no later than January 17th, 2022 with no staples included.

ABCC
c/o Licensing Department
95 Fourth Street, Suite 3
Chelsea, MA 02150

Any renewal application not signed and filed by November 30th will be treated as a New License.

If renewal application becomes a new license for failure to meet the November 30th signing deadline, it will be subject to all the procedures set forth under Chapter 138, §15A.

ANY QUESTIONS REGARDING THE ABOVE GUIDELINES SHOULD BE DIRECTED TO HURSHIEL LANGHAM AT EXT. 719 or SABRINA LUC AT EXT. 721

Ralph Sacramone, Executive Director

RENEWAL CERTIFICATION 2022

CITY/TOWN:

A. LICENSEES WHO FAILED TO RENEW FOR 2022:

LICENSE #:

LICENSEE CORPORATE NAME AND ADDRESS:

B. LICENSEES DISAPPROVED BY THE CITY/TOWN FOR 2022:

LICENSE #:

LICENSEE CORPORATE NAME AND ADDRESS:

We hereby certify that the premises described in the 2022 renewal applications for the above mentioned municipality are now occupied, used or controlled by the licensee and will be on January 1, 2022. The 2021 Renewal Applications have been approved by the Local Licensing Authorities and forwarded to the ABCC.

The Local Licensing Authorities

A. LICENSEES WHO FAILED TO RENEW FOR 2022:

[illegible]

B. LICENSEES DISAPPROVED BY THE CITY/TOWN FOR 2022:

[illegible]

Appendix A

2022

Year Round Liquor Licenses and Companion Licenses Renewals

[Common Victualer - Weekday Amusement - Sunday Amusement and Coin Operated Amusement Device - General]

D/B/A	NAME	MANAGER		Liquor	Common Victualer/Food Vendor	Weekday Amusement	Sunday Amusement	Coin Operated Amsmt	General License
Club - All Alcoholic									
d/b/a Aptucxet Post #5988	Aptucxet Post #5988, V.F.W. Building Association, Inc.	Patrick J. Ruggiero, Manager	180 Shore Road, Bourne	\$1,000.00	\$50.00	\$50.00	\$100.00	\$75.00	
d/b/a Buzzards Bay Eagles	Buzzards Bay Aerie #3741, Fraternal Order of Eagles, Inc.	Matthew S. Gilbert, Manager	39 Cohasset Avenue, Buzzards Bay	\$1,000.00	\$50.00	\$50.00	\$100.00		
d/b/a Marconi Club	Club Italiano Guglielmo Marconi	Stephen Stowe, Manager	7 Commonwealth Avenue, Sagamore	\$1,000.00	\$50.00				
	Monument Beach Sportman's Club, Inc.	Henry F. Donovan, Manager	Dump Road, Off MacArthur Blvd., Monument Beach	\$1,000.00	\$50.00	\$50.00	\$100.00		
	Pocasset Golf Club, Inc.	James D. Underdah, Manager	Clubhouse Drive, Pocasset	\$1,600.00	\$50.00	\$50.00	\$100.00		
	Weary Travelers Club, Inc.	David C. Peterson, Manager	77 Valley Bars Road	\$1,000.00	\$50.00	\$50.00	\$100.00	\$75.00	
Common Victualer - All Alcoholic									
d/b/a The Bog Tavern	Cranberry's LLC	Kirk M. Fitzgerald, Manager	11 Brigadoon Road, Bourne	\$1,600.00	\$50.00	\$50.00	\$100.00		
d/b/a Bridge View Grill	IL Sfocato Uno, Inc.	James H. Hildreth, Jr., Manager	109 Trowbridge Road	\$1,600.00	\$50.00	\$50.00	\$100.00		
d/b/a Courtyard Restaurant	Millerco Corporation	Paula Perini-Miller, Manager	1337 County Road, Cataumet	\$1,600.00	\$50.00	\$50.00	\$100.00		
	Leo's Seafood Restaurant, Inc.	Anthony M. Cubellis, Manager	249 Main Street, Buzzards Bay	\$1,600.00	\$50.00				
d/b/a The Lobster Trap Fish Market and Restaurant	Lobster Trap Fish Market, Inc.	David P. DeLancey, Manager	290 Shore Road, Bourne	\$1,600.00	\$50.00	\$50.00	\$100.00		
d/b/a Lost Dog Canal Café	Freedom City, Inc.	Kevin Shea, Manager	71 Cranberry Highway, Sagamore	\$1,600.00	\$50.00	\$50.00	\$100.00	\$75.00	
	Mahoney's on Main LLC	Vincent D. Mahoney, Jr., Manager	57 Main Street, Buzzards Bay	\$1,600.00	\$50.00	\$50.00			
	Mezza Luna Restaurant, Inc.	RoseMary Cubellis, Manager	253 Main Street, Buzzards Bay	\$1,600.00	\$50.00				
d/b/a The Parrot Bar & Grille	Batman Corp	Brian M. Crocker, Manager	1356 Route 28A, Cataumet	\$1,600.00	\$50.00	\$50.00	\$100.00		
d/b/a Rod & Rail	BBay149LLC	Jennifer Reid, Mgr.	145 Main Street	\$1,600.00	\$50.00	\$50.00	\$100.00		
KKP, Inc.	d/b/a The Sagamore Inn	Suzanne L. Bilodeau, Manager	1131 Route 6A	\$1,600.00	\$50.00	\$50.00			
d/b/a Stir Crazy Restaurant	Bopha Angkor's Stir Crazy LLC	Chanrith UY, Manager	570 MacArthur Blvd., Pocasset	\$1,600.00	\$50.00				
d/b/a Stomping Grounds Grille	Stomping Grounds, Inc.	Helene Rogers, Manager	240 Main Street	\$1,600.00	\$50.00	\$50.00			
d/b/a TJ's Grill and Bar	Buzzard's Bay Bars LLC	Chad Smith, Manager	4 Bourne Bridge Approach	\$1,600.00	\$50.00	\$50.00	\$100.00		
d/b/a Trading Post Lounge	Trading Post Restaurant, Inc.	David P. DeLancey, Manager	12 Trowbridge Road, Bourne	\$1,600.00	\$50.00	\$50.00	\$100.00	\$225.00	
d/b/a Wayho Restaurant	Wayho, Inc.	Siuman Chu, Manager	300 Main Street, Buzzards Bay	\$1,600.00	\$50.00				
d/b/a Whaleback Restaurant	Whaleback Restaurant, Inc.	Stuart Coggeshall, Manager	1052 Sandwich Road, Sagamore	\$1,600.00	\$50.00	\$50.00			

2022
Year Round Liquor Licenses and Companion Licenses Renewals
[Common Victualer - Weekday Amusement - Sunday Amusement and Coin Operated Amusement Device - General]

D/B/A	NAME	MANAGER		Liquor	Common Victualer/Food Vendor	Weekday Amusement	Sunday Amusement	Coin Operated Amsmt	General License
Common Victualer - Wine & Malt									
d/b/a Buzzards Bay House of Pizza	BBHP, Inc.	Olga Kalkanis, Manager	270 Main Street, Buzzards Bay	\$1,100.00	\$50.00				
d/b/a East Wind Lobster & Grille	Buzzards Bay Marina LLC	Edward H. Perkins, Jr., Manager	2 Main Street	\$1,100.00	\$50.00				
d/b/a Golden Place Restaurant	Chen Restaurant, Inc.	Dong Rong Chen, Manager	4 Barlow's Landing Road, Unit 2A, Pocasset	\$1,100.00	\$50.00				
d/b/a Graziella's	Graziella's Pizza, LLC	Thomas M. Ruta, Manager	375 Barlows Landing Road	\$1,100.00	\$50.00				
d/b/a Pizza by Evan	P&G Pizza, Inc.	Peristera Gavrilidis, Manager	170E Clay Pond Road, Monument Beach	\$1,100.00	\$50.00				
d/b/a Tuk Tuk Thai Food	PWB Enterprises, Inc.	Peter Blake, Manager	254 Shore Road - Unit A & B, Monument Beach	\$1,100.00	\$50.00				
Farmers Series Pouring Permit 19H - Malt 19C(n) - Winery 19B(n)									
	Buzzards Bay Brewing of Bourne, LLC	William Russell, Mgr.	85 Main Street, Buzzards Bay	\$1,100.00	\$50.00	\$50.00			
General on Premise - Wine & Malt									
d/b/a Ryan Family Amusement	Ryan Family Amusement, Inc.	Robert Nichols, Manager	200 Main Street, Buzzards Bay	\$1,100.00	\$50.00		\$100.00	\$4,125.00	\$50.00
Year Round Inn - All Alcoholic									
d/b/a Hampton Inn Cape Cod Canal	Bourne Hotel, Inc.	Diane Gomes, Manager	12 Kendall Rae Place	\$1,650.00	\$50.00				
Package Store - All Alcoholic									
d/b/a Bourne Bridge Liquors	Beecy, Inc.	Douglas Beecy, Manager	310 Main Street, Buzzards Bay	\$1,750.00					
d/b/a Grey Gables Market	RFS Market, Inc.	Russell J. Salamone, Manager	181-183 Shore Road, Bourne	\$1,750.00	\$50.00				
d/b/a Liberty Warehouse Liquors	Rymco, Inc.	Richard C. Rymsha, Manager	21 St. Margarets Street, Buzzards Bay	\$1,750.00					
d/b/a The Liquor Barn	Norman B. White, Jr., Inc.	Philip Joseph Malouin, III, Manager	150 Main Street, Buzzards Bay	\$1,750.00					
d/b/a One Stop Convenience Store	Sadiq Corporation	Shakeel Mohammed Farooq, Manager	227 Route 6A, Sagamore	\$1,750.00					
	Portside Liquors, Inc.	Zeina Metri, Manager	590A MacArthur Blvd., Pocasset	\$1,750.00					
d/b/a Sea Side Wine and Spirit	Barlows Liquor Corp	Paresh Patel, Manager	4 Barlows Landing Road, Unit 1, Bldg. 2, Pocasset	\$1,750.00					
d/b/a Spirits 'N More	ZASA Spirits, Inc.	Mohammad Zaheer, Mgr.	170 Clay Pond Road, Monument Beach	\$1,750.00					
d/b/a Ye Olde Spirit Shoppe	Paradigm, Inc.	Muhammad Shami Hamid, Manager	41 Meetinghouse Lane, Sagamore Beach	\$1,750.00	\$50.00				

COMMONWEALTH OF MASSACHUSETTS
ALCOHOLIC BEVERAGES CONTROL
COMMISSION

95 Fourth Street, Suite 3, Chelsea, MA 02150

2022 Seasonal Population Increase Estimation Form

City / Town:

Bourne

Date:

Nov. 30, 2021

Alcoholic Beverages Control Commission
c/o Licensing Department
95 Fourth Street, Suite 3
Chelsea, MA 02150

To Whom It May Concern:

Acting under authority contained in M.G.L. Ch. 138, s17, as amended, our Board at a meeting held on

Nov. 30, 2021

Date of Meeting

, estimated that the temporary increased resident population

of

Bourne

City / Town Name

, as of July 10, 2022 will be

40,000

Estimated Population

This estimate was made and voted upon by us at a meeting called for the purpose, after due notice to each of the members of the time, place and purpose of said meeting, and after investigation and ascertainment by us of all the facts and after cooperative discussion and deliberation. The estimate is true to the best of our knowledge and belief.

The above statements are made under the pains and penalties of perjury.

Very truly yours,
Local Licensing Authorities

DRAFT FOR REVIEW

BOURNE BYLAW COMMITTEE

NOTICE OF MEETING

Wednesday, December 8, 2021 at 4:00 p.m.

Bourne Police Department Training Room
35 Armory Road
Buzzards Bay, MA 02532

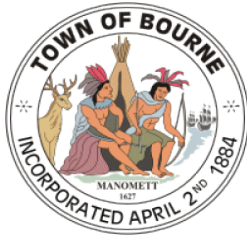
Meeting will be in person and Zoom will be available.

MEETING AGENDA

1. Review Minutes of Board Meeting held Wednesday November 10, 2021;
2. Review and discuss potential changes to Bylaw, Section 1.3.1 as to the members of the Finance Committee not holding any other Town Office.
 - A. Review Section 3.1.1 of the Bylaws concerning the possible addition of Driveway Permit/Opening/Curb Cut Permit and Location of driveways.
 - B. Review matter of unregistered and registered automobiles being allowed on residential property. Need to consider Bylaw that would prevent the number of cars on residential property even if registered.
 - C. Review Section 1.27 time for filing of budgets review problems with the schedule as it presently exists. Possible modification as to budget time constraints.
 - D. Review potential Bylaw that would allow Board of Selectmen to delegate some authority to grant permits or applications for use that are presently subject to the Board of Selectmen granting them in the Bylaw but allowing the Board to delegate it. Permits such as rubbish, digging in public property, junk collection, junk sales, yard, garage or barn sales, etc.
 - E. Consider potential Bylaw for how to handle Town authorized repair work on "private ways".
 - F. Potential Bylaw allowing Police Department to use fingerprinting techniques for background checks for certain licenses or permits.
3. New Business (for discussion at next meeting, if any);

Submitted by,

David T. Gay, Esquire
Chairman Bourne Bylaw Committee



Selectmen's Correspondence

November 30, 2021

- A. Announcement from the Air Force Civil Engineer Center regarding the closure of 2 groundwater plumes at JBCC
- B. A 3rd quarter report from the Town of Barnstable Weights & Measures Program.

CLOSURE ACHIEVED FOR TWO GROUNDWATER PLUMES AT JOINT BASE CAPE COD (JBCC)

The Air Force Civil Engineer Center (AFCEC) manages the Installation Restoration Program (IRP) at JBCC. The IRP is tasked with conducting investigations and cleanup of soil and groundwater contamination caused by past military practices, mostly in the southern portion of JBCC. Two recent success stories include former Chemical Spill-20 (CS-20) and CS-23 groundwater plumes, located off base in the Town of Falmouth. A plume is an area of groundwater containing one or more contaminants above regulatory drinking water standards.

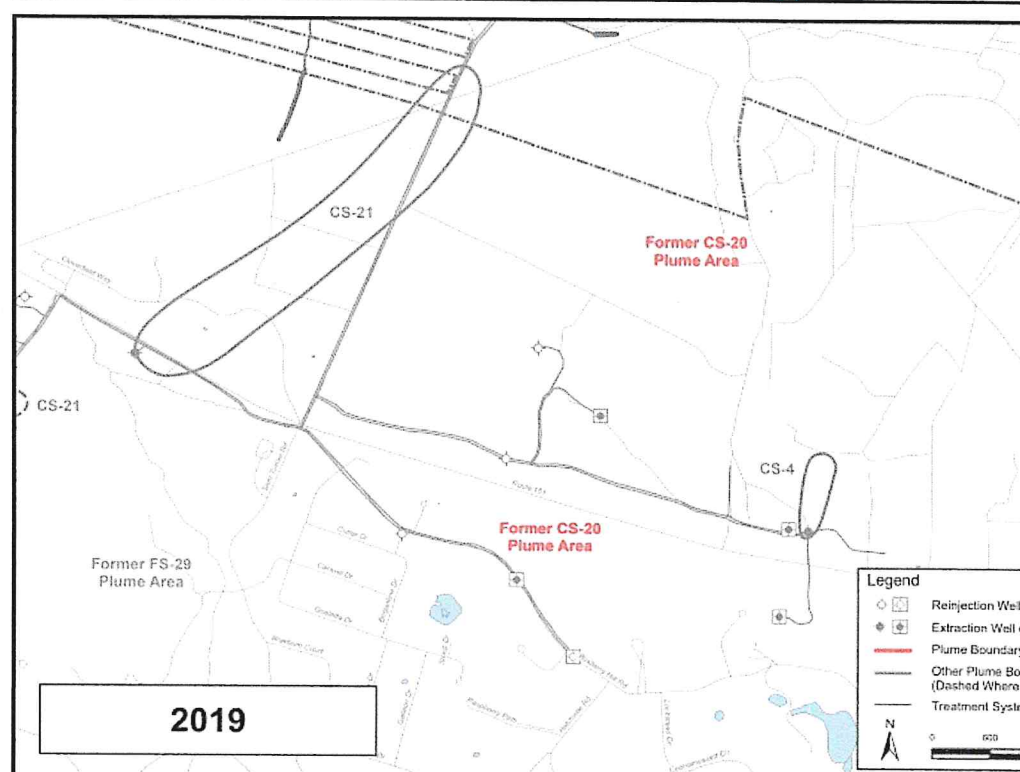
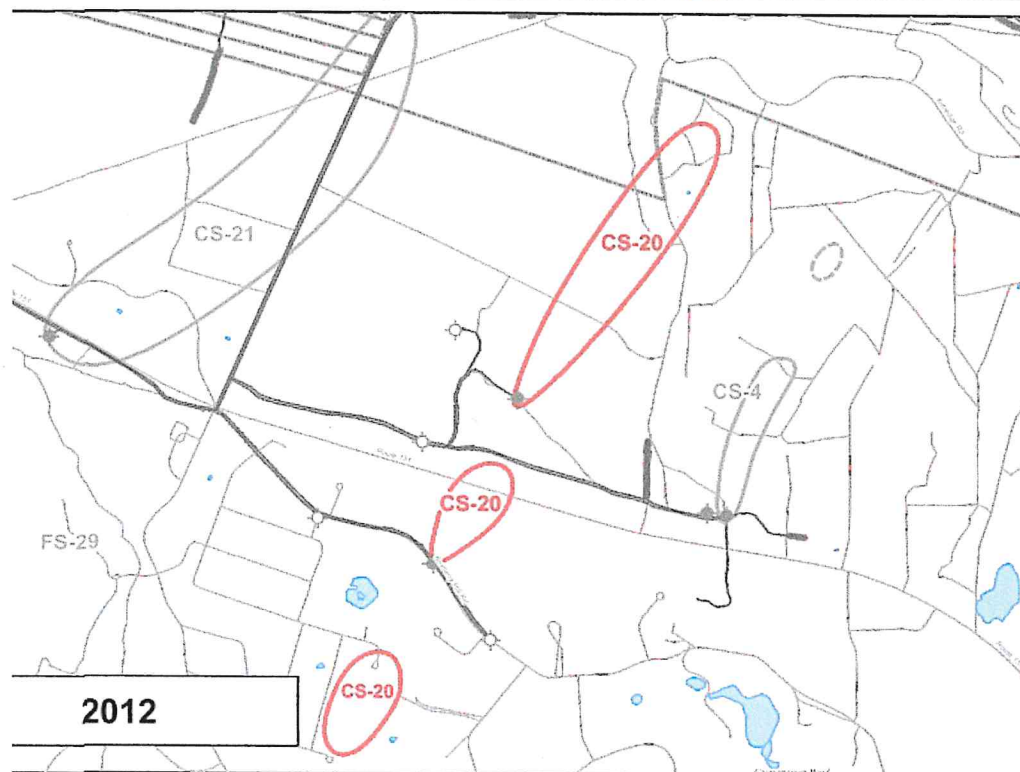
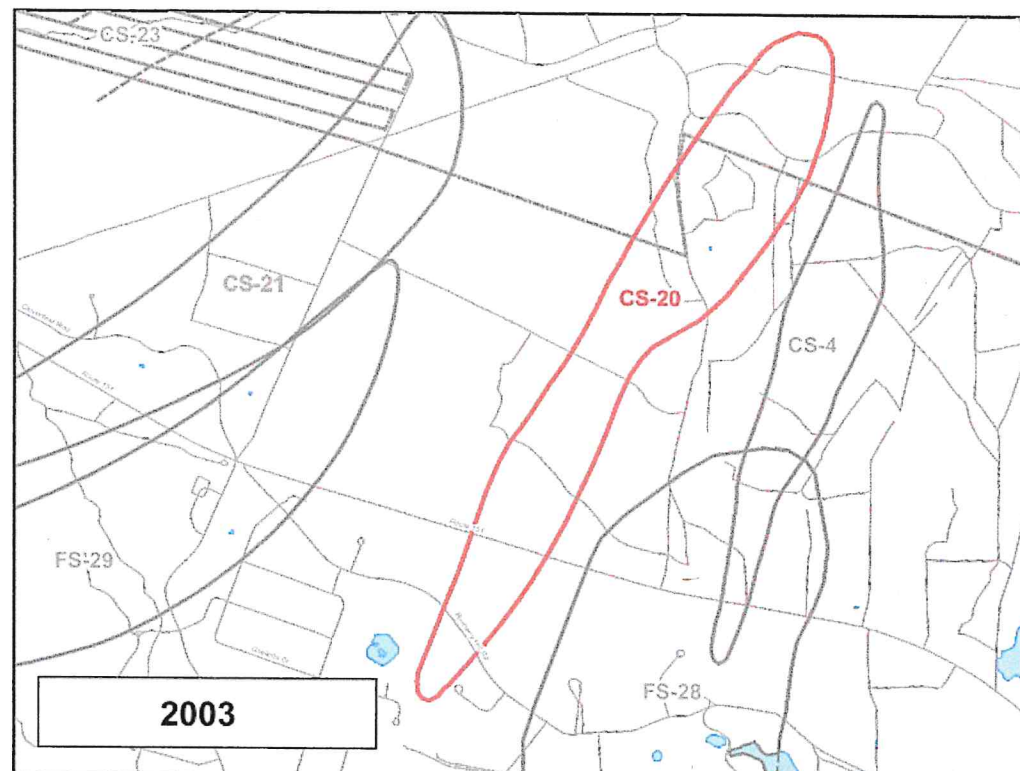
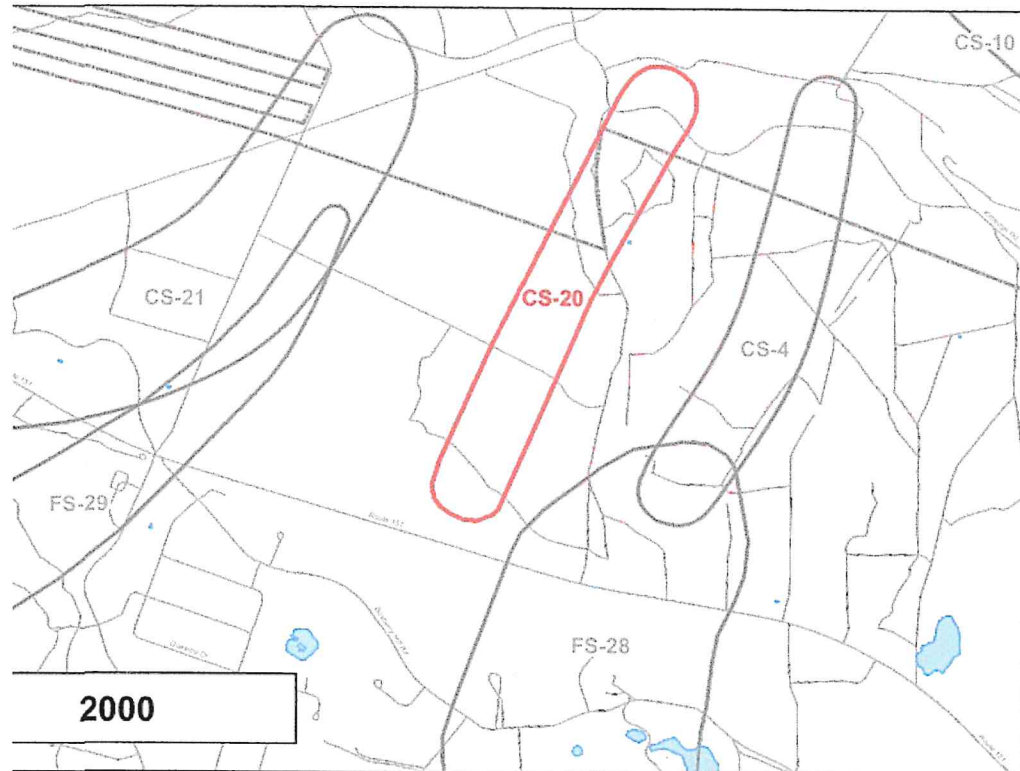
The CS-20 and CS-23 plumes were detached from unknown sources located on JBCC. CS-20 once contained the contaminant tetrachloroethene (PCE) and CS-23 once contained trichloroethene (TCE) and carbon tetrachloride (CCl₄) above federal drinking water cleanup standards. The concentrations of these contaminants are now below those standards as a result of active remediation and natural attenuation.

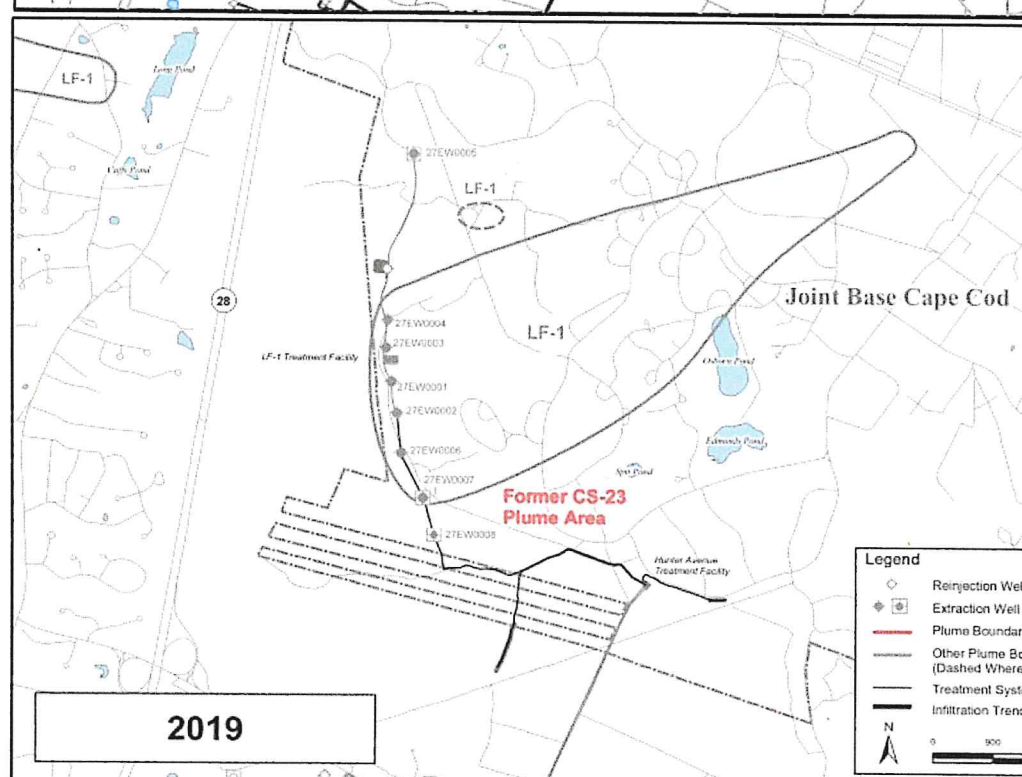
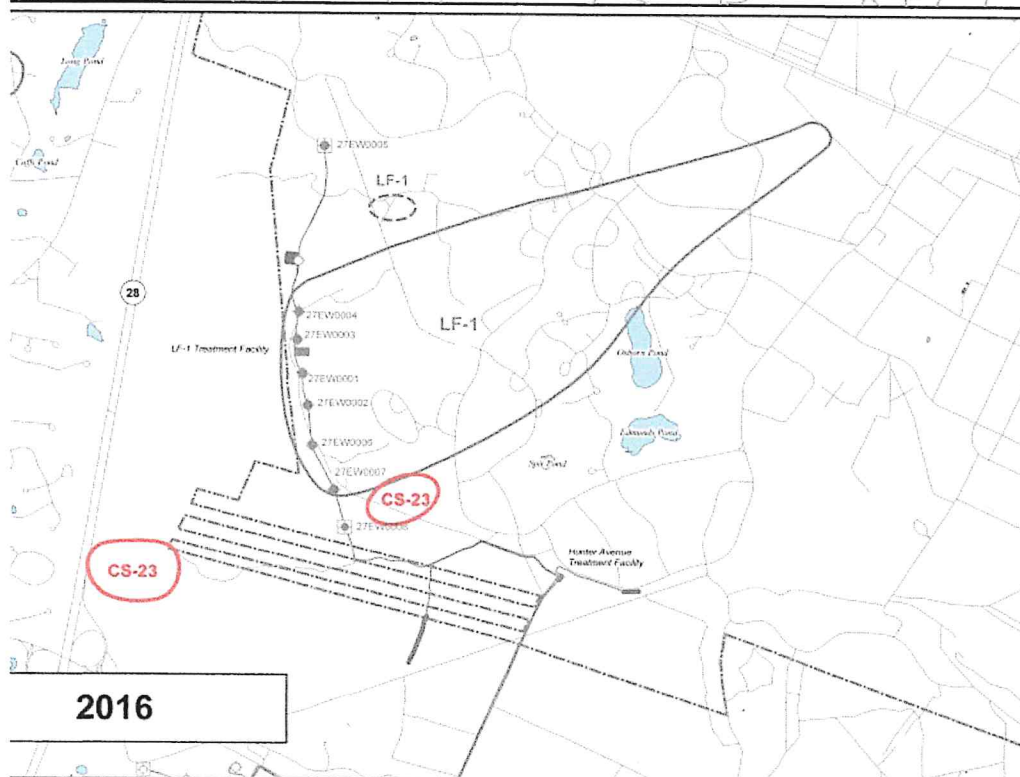
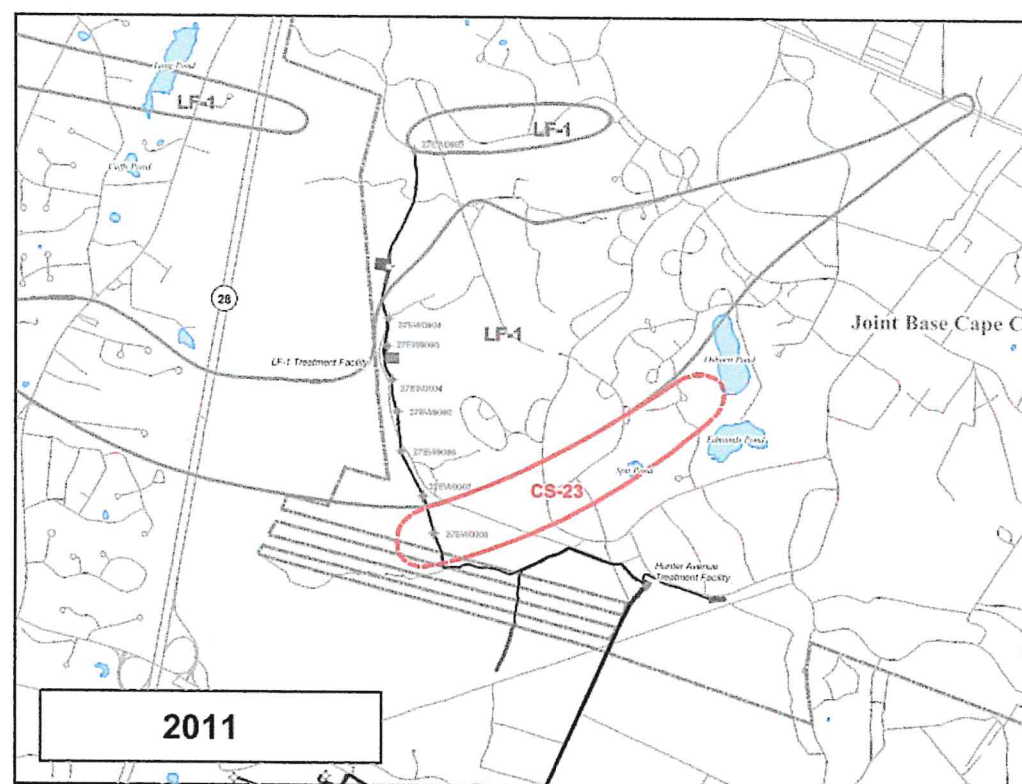
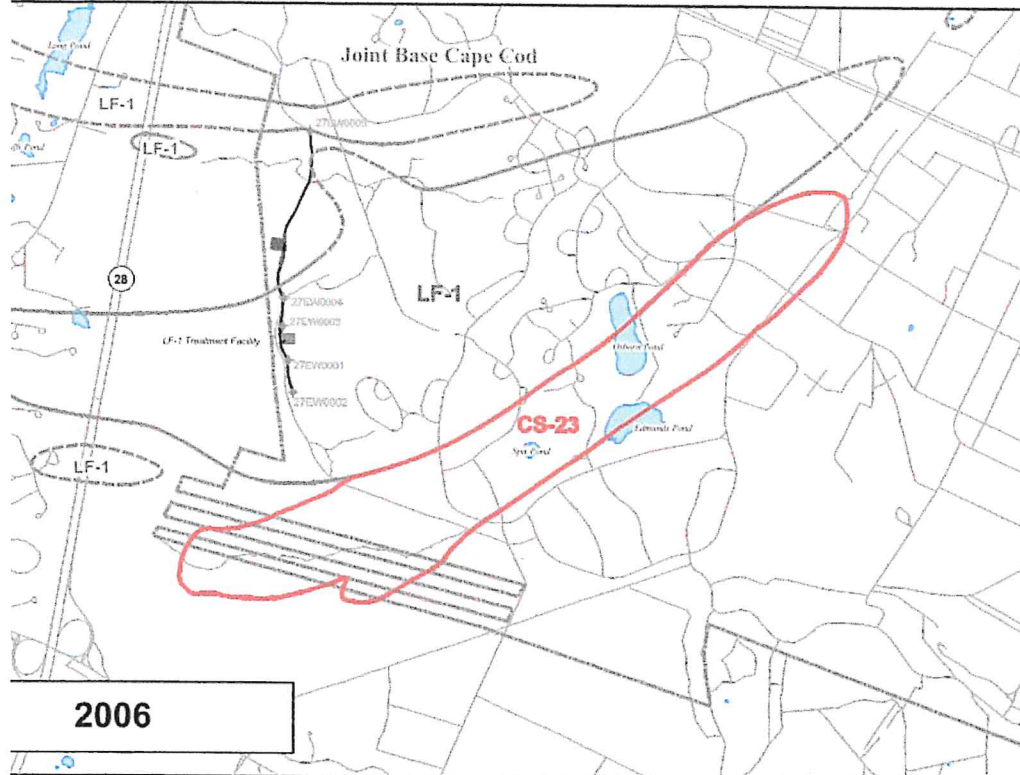
Past decisions for CS-20 and CS-23 required that groundwater extraction wells be installed to remediate these plumes. Contaminated groundwater was captured by extraction wells, treated with carbon, and returned to the aquifer. In addition to active treatment, monitored natural attenuation (MNA) was added to the decision which accepted natural processes (dilution, dispersion and degradation) for addressing the plume outside of the capture zone of the extraction wells. Land use controls (LUCs) were also added, such as private well use verification and response actions.

AFCEC will be notifying the Falmouth Board of Health and area residents in the former LUC areas for CS-20 and CS-23 that water from private wells in this area can once again be used safely as TCE, PCE and CCl₄ are not no longer above federal drinking water standards.

Site closures for CS-20 and CS-23 were achieved in October 2021 with the issuance of the CS-20 and CS-23 Remedial Action Completion Reports (RACR), which received concurrence from the U.S. Environmental Protection Agency and the Massachusetts Department of Environmental Protection. A similar RACR was issued in 2020 for the Fuel Spill 29 plume. These RACRs can be found in AFCEC's administrative record. For more information on the IRP please visit/contact:

- Webpage: <https://www.massnationalguard.org/JBCC/afcec.html>
- Online administrative record (search under Joint Base Cape Cod): <https://ar.afcec-cloud.af.mil/>
- Call/text/email Doug Karson, AFCEC Community Involvement Lead, (508) 524-9206; douglas.karson@us.af.mil







Town of Barnstable
Inspectional Services Department
Brian Florence-Director of Inspectional Services
Jane Zulkiewicz-Town Sealer
Weights and Measures Program

367 Main Street
Hyannis, MA 02601
Office: 508-862-4671

BOURNE BD OF SELECTMEN
ROUD 2021 NOV 15 AM 11:53

11/9/2021

Glenn D. Cannon
Assistant Town Administrator
Bourne Town Hall
24 Perry Ave.
Buzzards Bay, MA 02532

Dear Mr. Cannon,

Since the last quarter the Barnstable Weights and Measures staff lost an inspector due to other employment. During the interim of advertising, interviewing and finally hiring a new inspector as of November 5, 2021, we have done our best to accomplish the weights and measures duties in Bourne this quarter. The new inspector will require many months of training but we are confident he will learn the standards that Barnstable Weights and Measures have prided ourselves for many years.

Enclosed is the 3rd quarter report from July 1 to September 30, 2021, detailing all Weights & Measures activity within the Town of Bourne.

- 97 devices were tested and sealed. Major grocery store scales, market scales, pharmacy and the Town's Solid Waste scales were certified for 2021.
- 54 retail motor fuel meters tested and sealed at gas stations, and those requesting testing after meters were replaced or repaired along with normal annual marina fuel meter inspections.
- Six Grocery and convenience retail locations were inspected for Item Price compliance. The stores keeping up with price changes continue to be an issue.
- Four price verification scanner accuracy inspection was conducted which passed with the required 98%, one pricing error noted on this random inspection.

We had to move our operation from the office we have worked for over 20 years in May 2021, currently we have limited space and are doing the best we can to support our program. We purchased tablets for the staff to enhance remote tasks and move to a paperless initiative for emailing invoices to businesses. We were moved to Inspectional Services Department from the Licensing Department July 1, 2021.

On behalf of the staff at Barnstable Weights and Measures we look forward to continuous service of weights and measures duties in Bourne and we thank you for your support in the mission for providing equity in the marketplace.

Please feel free to contact me directly at (508) 726-2118, or e-mail, jane.zulkiewicz@town.barnstable.ma.us with any questions.

Sincerely,


Jane Zulkiewicz

Town of Barnstable
Weights and Measures Program Manager/Town Sealer
367 Main Street, Hyannis, MA 02601

367 Main Street
Hyannis, MA 02601
www.town.barnstable.ma.us

Town of Barnstable Weights and Measures Program
From 7/1/2021 to 9/30/2021

Office: 508-862-4671
Fax: 508-778-2412
11/9/2021 2:16:17 PM

Bourne

			Adj	Seal	Not Sealed	Cond	Sealing Fees	Reinp Fees	Device Fines	PV Fines	IP Fines	PK.CH. Fines	VFH Safety	C.C. Fines
Scales	A	Cap Over 10,000 lbs	1	2			550							
	B	5,000 - 10,000 lbs												
	C	100 - 5,000 lbs		4	2		360							
	D	Under 100 lbs	4	25	4		1380							
	E	Under 10 lbs	2	4	1		240							
		Balances												
Weights		Avordupois												
		Metric												
		Troy												
		Apothecary												
Automatic Liquid Measuring		Meters, Inlet 1" or less												
		Gasoline		54			3000		375					
		Oil, Grease												
		Vehicle Tank Meters												
		Bulk Storage												
		Meters												
Other Automatic Measuring		Taximeters												
		Leather Measuring												
		Wire/Cordage		3			95							
		Cloth Measuring												
		Reverse Vending		1			20							
Linear Measures		Yardsticks												
		Tapes												
Scan		Scan - Above 98%		4			465			200	2700			
		Scan - Below 98%												
Complaints														
Pkg. Check														
UPC														
IP not Fined		3												
Totals			7	97	7		6110		375	200	2700			

Fees: \$6,110.00

Fines: \$3,275.00

Total: \$9,385.00

Categories for Barnstable Quarterly Reports top row	
Adj	Any adjustments/ calibrations to bring device in tolerance
Seal	Device has been sealed for that calendar year
Not Sealed	Device has not met compliance at time of insp; may need repair
Cond	Condemned device-does not meet standards for compliance
Sealing Fees	Dollars brought in for specific category of devices
Reinp Fees	Charges if device once sealed; needed repair and re-sealing
Device Fines	Charges if device has been found to be in use unsealed & not tested
PV Fines	Price Verification (Scanners) Violations
IP Fines	Item Price Violations mainly pricing at grocery/food stores
PK. CH Fines	Package Checking (Net Weight inspections) Violations
VFH Safety	Vehicle For Hire Safety inspections fees
C.C. Fines	Customer Complaint violations -this option has been disabled
Side Column categories	
Complaints	How many complaint weights and measures has investigated
Pkg. Check	How many individual packages were inspected for net weight
UPC	Unit Price Code inspections per item
IP not fine	Pricing inspection conducted resulting in compliance