Board of Selectmen
Minutes of February 20, 2013
Bourne Community Building
Bourne, MA 02532

TA Guerino

John Chm. Ford, Chairman
Don Pickard, Vice-Chairman
Peter Meier, Clerk Earl Baldwin
Earl Baldwin
Linda Zuern

Guests: Fire Chief Greene, Jon Nelson Facilities Manager

Documents
None

This meeting is being televised and recorded. If anyone in the audience is recording or video-taping, they need to acknowledge such at this time.

Meeting Called to Order
By Chm. Ford at 7:00 pm.

Moment of Silence for our Troops

Salute the Flag

Public Comment – Non-Agenda Items
None.

Approve Minutes: January 29, 2013
Meier MOVED and SECONDED by Pickard to approve minutes of 1/29/13 as submitted.
VOTE 3-0. Abstentions from Ford and Zuern.

Correspondence
Meier read correspondence from 2/12/13 (postponed meeting) and 2/20/13 into record. Hard copies are available at the Town Administrator's office upon request.

Item M – Don Morrissey resignation. TA Guerino to draft letter on behalf of the board for recognition.

Item D - (2/12/13 correspondence) – Meier will be attending on 3/20/13.

Meier – recognized the letter of Mr. Paul Bushueff with regard to the snowstorm. He added praised the Bourne staff for their involvement in the recent storm.

TA Administrator's Report

a. Hoxie School RFP

TA Guerino requests the board re-RFP the building and move forward with or without the word "lease". The town will have issues with the building as it ages without activity. Because of the amount of time for the original RFP, he asks the board to re-RFP the building and either adding or not adding a lease figure into it.

Based on inspections, it is not appropriate nor will it be approved to have a portion of the building to be brought up to code. Atty. Troy said the town can write up a lease that would not hold the town liable with regard to the insurance. TA Guerino said we would keep the building minimally heated (45-50 degrees costing the $15,000 last year). The town will have issues as it ages. He recommends the town put the building out for a re-RFP.

Chm. Ford – comfortable with the lease if Atty. Troy puts in a condition that the town is not responsible at the time of lease. TA Guerino will have Atty. Troy write that up.

TA Guerino – because of the way the building is set up, it is not appropriate – nor will it be approved – to have only a portion of the building up to code.

Pickard MOVED and SECONDED by Meier to authorize TA Guerino to re-advertise the RFP as it relates to the Hoxie School and to include purchase, sale, re-use or lease. VOTE 5-0.

Diana Barth (Bourne Enterprise) – asked if CPC money could be used for the school. TA Guerino said if a group doesn't have control with a municipality, CPC money will not be available per Town Counsel. John Ford concurred as that was his understanding also.

b. Blizzard Update

TA Guerino – commended all employees for team effort during the storm. The town did everything they knew possible every day of the storm and after the roads were re-opened. The town was not able to do what they should have due to the lack of the ability to communicate.

Pickard – it should be a policy to identify how emergency departments to allocate resources about the regional shelters.

Mr. Charles Noyes – there is a program that provides sheltering utilizing resources identified and organizations are part of that program (Cape wide or one town event). There are five (5) regional shelters on the Cape. Shelters opened as needed. When the storm originally started, there was only one shelter open in Yarmouth. Shelters were activated later on that day.

Sandwich was the first shelter to open, however, it had concerns of floods and looking at possible flooding. Bourne doesn't have its own shelter, therefore one was not opened. The situation is being looked at but not developed and formulated at this time. We need shelters on both sides of the canal for regional or local events.

On 2/8/13, sheltering notification of Sandwich and Falmouth would be opened commenced with the Community Center or BMS as warming shelters over the course of the weekend. Looking back, the regional shelters didn't work for Bourne as well as other towns on the Cape. Bourne is looking further into said program at this time.

TA Guerino – for Hurricane Irene, Bourne had volunteer groups consisting of two people.

Chm. Ford – Mr. Noyes' job is to get a group together ahead of time and a lot of people (volunteers) were not called.

Mr. Noyes – we draw personnel from not just the 12 leaders and group organizers.

TA Guerino – to become a full functioning shelter, we have to look to get materials from the regional suppliers. We want to become pet friendly and draw service out of volunteers (tax write-off for seniors suggested by Mr. Carriera). Ford said we need a certain number of paid staff.

Zuern – said some people were not able to get out to a shelter due to not being able to get through the snow. She suggested getting people more educated on what people should have to do so they are prepared (metallic blankets, wood, coolers for food) and if had to get out, know they can call someone to come get them if needed.

Chm. Ford – people were picked up by the Fire and Police Department.

June McCarthy (Bourne Oaks) – called the Police Department for a neighbor and was told they were unable to send anyone on Sunday morning. Sunday evening a family member of hers called the Police Department a second time and had an immediate response. She asked about a list of senior citizens at risk and to get them out during a blizzard. Ford – the COA has an outreach system as would Ms. Barbara Thurston. TA Guerino will follow up with the Police Department with regard to Ms. McCarthy's first call to the Police Department.

Meier - the only public housing facility that has a generator in Bourne is at 871 Shore Road in the common areas.

TA Guerino – The Police Department from 2/8/13 – 2/12/13 logged 312 calls for service; 76 well-being checks; 21 rescue calls; and 14 public service calls.

Mr. Noyes – there was a Reverse 911 call made on Friday morning, there was notification on the front page of the newspaper and TA Guerino notification to the media. Mr. Noyes requests from the board, re-iterating from NStar, Bourne's identified critical areas for quick restoration of power list, which has been for the past 30 years. Every day during the storm, Mr. Noyes and TA Guerino and requested a priority list and it was like it was new to NStar.

Meier – asked why the UCT was not listed as a shelter site. Mr. Noyes said it was not in the staffing plan. Meier said we need to take care of our own Bourne residents.

Pickard – Bourne needs a crisis management plan. This should include the TA, Emergency Management, Police and Fire chiefs, Director of Public Works and asking the Housing Authority. Regional Emergency Management caused us to fall short and he suggests looking at a policy where Bourne takes care of Bourne possibly at the Community Center and the BMS for example.

Mr. Noyes – we need the volunteers and ones with appropriate skills to bring to the shelter.

TA Guerino – said in a meeting with Senator Murray, if we don't have medical capabilities at the shelters on a short term basis, it was suggested to utilize the nursing homes that have the staff. There is no doubt we followed the protocols.

Lois Gibbs – utilized the shelter for the last day. She called the Police Department and a bus was sent out. She commended the Red Cross volunteers.

TA Guerino – budget issues will include generators.

Zuern – the regional plan looked better on paper.

Meier – asked the criteria on calling the National Guard for resources. Mr. Noyes said all we have to do is ask and they will come.

Pickard – asked TA Guerino when to expect a written shelter plan for publicizing. TA Guerino said Mr. Noyes is currently obtaining cots, LAPC is working on having a plan and to bring names to us moving forward. TA Guerino and Mr. Noyes both agree the town has to do better.

Selectmen's business

a. Temporary Easement

TA Guerino – due to the storm, there is a home in Sagamore Beach where work needs to be immediately done. This is a temporary easement from 2/22/13 - 3/23/13 at 34 Sagamore Road, Sagamore Beach.

Meier MOVED and SECONDED by Zuern that pursuant to the town bylaws, Section 3.1.2 and 3.1.27 the Board of Selectmen grant temporary easement to Pinnacle Site Contractors, LLC for

the purpose of constructing a stone revetment under the Board of Selectmen Emergency Certification at 34 Sagamore Road. VOTE 5-0.

b. Margaret Stevens – Power Plant Petition

Ms. Stevens is requesting to put petition on the Annual Town Meeting. Should the board opt to not get on the ballot, they will need 1,369 certified signatures by April 8, 2013.

Zuern – doesn't feel comfortable voting tonight and would like to hear from the power plant.

Chm. Ford – agrees with Zuern.

Baldwin – evacuation plan has been set; if you live on Cape Cod, the best option would be to stay at home. If you left the Cape and the winds changed, you would drive through the contamination.

Mr. Noyes – evacuation is still being reviewed.

Bill Moyer – asking to put on the ballot for public awareness.

Pickard MOVED and SECONDED by Meier to put the Power Plant Petition on the ballot for the Annual Town Meeting in May 2013. VOTE 0-5. MOTION FAILS.

c. Budget Discussions

TA Guerino – UCT assessment being up higher than anticipated ($230,604). He asked the board to look for ideas on where to get the extra money. He would like the board to identify areas where come up with $190,000 tonight.

Chm. Ford:

Town Administrator secretary – decrease by $16,000 to approximately $47,000. This will be an approximate extra $16,000 out of the budget.

Treasurer's Office secretary – no additional salary money, just allocating money.

Collector secretary – moving monies around; with the Finance budget.

Data Processing – recommending $63,000 for additional software, licensing and bring in a person on a contractual basis. Pickard asked about sharing IT with the school – TA Guerino said we are looking at but not to put in this year. Ford asked about the Library – TA Guerino said it is a possibility for the future.

Independent Audit – contractually done.

Legal – counsel's retainer.

Town Clerk – step and cost of living for secretary.

Town Hall Maintenance – with the retirement of Mr. Tellier, the intent is to bring Mr. Nelson as the Superintendent of Public Works and Facilities. This will also allow the hiring an electrician (one who can also do some minor construction work and will be working directly under Mr. Nelson). TA Guerino said Town Hall repairs are not incorporated into this budget; this will be done at the Fall Town Meeting. This organizational shift will happen in October. Mr. Sala will stay as Director of Roads and Parkways. Mr. Barrett will maintain his position as GM of ISWM. Mr. Nelson will work with Mr. Barrett with the future of the landfill.

Fire Department – county dispatches – contracted. Chief Greene said this is for patching through to the hospital.

DNR – New Secretary – offset by waterways monies. Appropriation for health insurance, level funded for the third year.

DPW – Sanitation. Increase is steps.

Street and Traffic Lights – with regard to vehicle gasoline. Budgeted as fuel to be used in all expense lines.

COA – mini bus drivers. No increases.

Recreation Department – salaries. Lifeguards, summer playground counselors. Down $5,200.

Sewer – secretary (Ms. Debbie Judge).

Meier:
Free Cash Re-Cap – TA Guerino said when Free Cash is certified in June, Bourne will be back in compliance but will not have $1.5M turned back. Governor's budget's new Unrestricted Aid formula is not included in budgetary numbers.

TA Guerino – he supports this position and would like to see the board see this position happen.

Pickard – he feels this exercise should be done by the TA. TA Guerino said this opportunity was out of courtesy to the Board of Selectmen as the Board had requested more input on changes after initial submittal.

TA Guerino - Capital recommendations will happen around mid March. Most of big items will be borrowed. Zuern suggested holding off a Capital project. The generators cost (between $500,000 – $700,000) we will be borrowing.

Chm. Ford – supports the Fire chief assistant and believes it is needed, but doesn't feel that is something to do this year.

Baldwin – with new hires, your only options are to either delay or to higher them.

Pickard:
1 – closing the library for two days a week
2 – eliminate the Recreation Department
3 – eliminate the COA day program (not an option as it is self funded)
4 – take out DNR labor salaries and then raise mooring and slip fees (board to raise fees)
5 – do not fill Administrative Deputy Fire Chief

Pickard – asked about the Veteran's Building Director position. TA Guerino cannot quantify the elimination or reduction of this position. Pickard raised the issue of the 3% increase in TA salary.

Chm. Ford – suggested the Police Chief defer hiring for 6 months.

Pickard – suggested raising fees for moorings and slips. TA Guerino commented how Bourne's $15 beach sticker price is low.

TA Guerino – has some ideas and will come back before the board.

Budget Discussion with regard to Generators – Mr. Nelson
There are issues at the Community Center, Town Hall, Fire Department and the High School. The generator at the Community Center can have a load added to it (the main install has some issues that could be susceptible to flooding). TA Guerino said at the Bournedale School has a half-sized gym. Zuern suggested taking the generator at the Community Building and put at the Town Hall or the Fire Station. Mr. Nelson said it may not be cost effective.

Pickard – asked why generate the whole high school building when the children are in the school 180 days with staff a little longer. Mr. Nelson said we can put in a smaller generator, but it will require additional installation.

Chm. Ford – the total of $888,435 or generators and a debt schedule briefly discussed. The DPW generator will be included in the cost of the facility. TA Guerino to go to Capital Outlay with the generators. Ford said there are units that can be put outside the elderly housing building for little buildings.

d. Signing Order of Assessment of Betterments – Cheryl Lane

Meier MOVED and SECONDED by Pickard that the Board of Selectmen, Town of Bourne open public meeting on February 20, 2013 hereby order and assess the betterments in the amount of

$24,348 pursuant to the authority of the vote under Article 36 of the May 7, 2012 Annual Town Meeting and pursuant to the authority set forth in M.G.L. Chapter 80 and pursuant to the authority in Section 3.1.28 of the Town of Bourne bylaws to the property owners listed herein and the estimated amounts attached as Exhibit A for upgrades and repairs to be paid by betterment on Cheryl Lane. VOTE 5-0.

e. Boston Cane

Chm. Ford – awarded to Ms. Madeline Woodruff who will turn 103 on 3/12/13. The board to meet at Town Hall on Friday, 2/22/13 at 12:30 and visit Ms. Woodruff at her home.

f. Discussion and possible vote Public Works Emergency Expenditures

TA Guerino – a total of $200,000 for revetment, stairs work, stabilize the bank and get the roadway repaired. Based on the estimate, the revetment work is $140,000. The estimate came from a contractor Bourne has used before and estimates have been spot on. This needs to be done and recommends following Conservation Director's and George Sala's recommendations. Money would need to be appropriated at Town Meeting.

Meier MOVED and SECONDED by Zuern to authorize the borrowing of $200,000 to pay for the emergency appropriation associated with the town's response to Blizzard Nemo which are described in Exhibit A.

Arnold Carter – asked if monies are subject to reimbursement. TA Guerino said Bourne may be able to get a reimbursement of up to 75%.

VOTE: UNANIMOUS VOTE.

Selectmen's business

Zuern – attending a Cape Cod Commission meeting.
Pickard – commended the town employees for efforts with the storm.

Adjournment

Baldwin MOVED and SECONDED by Meier to adjourn. Meeting adjourned at 10:40 pm.

Respectfully submitted,
Lisa Groezinger, sec.