Board of Selectmen
Minutes of March 5, 2013
Bourne Community Building
Bourne, MA 02532

TA Guerino

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

Guests:

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.

Workshop
Called to order by Chm. Ford at 6:00 pm

Bourne Community Television Update - workshop
TA Guerino – the not for profit has established their own Board of Directors, proper tax id numbers and is funded through the surcharge on the monthly cable charges of 3%. $95,000 is due to them if Town Meeting approves. An estimated total of $184,000 is budgeted for the first year.

Members of Bourne Community Television introduced themselves. Mr. Barlow added that four (4) members are not present tonight.

Mr. Barlow –tonight's workshop is to look for direction from the Selectmen.

Chm. Ford – transparency is one of the board's goals. The ability for downloading meetings is important.

Zuern – she would also like to have transparency. Mr. Barlow would like to grow, making it more desirable increasing the amount of subscribers for cable.

Pickard – any major elected boards should be at least recorded, including the Zoning Board of Appeals. Televise any "hot topic".

Meier - he would like outreach and education for the public.

TA Guerino – clarified that some money is available to the not for profit and is to be paid by the cable company. Monies will be transferred to an account for the not for profit at the STM.

Meier – asked if the 3% that was voted is sufficient at this time. Mr. Barlow said the 3% will be sufficient for some time.

Baldwin – would like to see the LEPC meetings recorded.

TA Guerino –if/when a competitive company comes around, they are required under the FCC to have public and government access and would work an agreement for support of the PEG channels with Comcast.

Mr. Barlow - equipment will need to be addressed. As a not for profit organization, it is a tax write-off to underwrite programs. Open invitation to the Open House on 3/16/13 from 2:00 pm - 4:00 pm at the studio. Volunteers will be needed and encouraged interns. Also looking for memberships to help support in fundraiser needs.

Meeting Called to Order
By Chm. Ford at 7:12 pm.

Moment of Silence for our Troops

Salute the Flag

Public Comment – Non-Agenda Items
Kevin Gallagher – 8 LED fixtures installed in Bourne (50% less energy consumption). He encourage people to look at the new lights and asking for feedback through a survey on the Cape Light Compact's website.

Minutes of 2/20/13 and 2/26/13
Pickard MOVED and SECONDED by Meier to approve minutes of 2/20/13 as amended.
VOTE 5-0.

Pickard MOVED and SECONDED by Meier to approve minutes of 2/26/13 as amended.
VOTE 5-0.

Correspondence
Meier read correspondence into record. Hard copies are available at the Town Administrator's office upon request.

Meier – read into record the Top 10 Science Fair Projects 2013. The top three winners will be going to the State Fair.

School Committee regarding the Peebles Elementary School Statement of Interest (with School Department Representatives)
Mr. LaMarche – this is not a commitment to the actual construction. This vote is a requirement for filing SSOI. Three (3) School Committee members present tonight.

Superintendent LaMarche explained the SOI needs to be done annually. He doesn't have a begin date at this time. A site visit has been done and they can now choose from several plans which they haven't been able to do in previous years.

Zuern – suggested having a tour of the buildings where officials can see what the school is like for education. Mr. LaMarche said the school would be open to that.

Pickard MOVED and SECONDED Meier having convened in an open meeting on 3/5/13, the Board of Selectmen of the Town of Bourne, in accordance with its charter, by-laws and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated 2/13/13 for the Peebles Elementary School located at 70- Trowbridge Road, Bourne, MA 02532 which describes and explains the following deficiencies and the priority category(s) for which an application may be submiited to the Massachusetts School Building Authority in the future. Submitted Statement of Interest -0 Priority 5 & Priority 7 – the Peebles School was constructed in 1953, the building structure shows signs of failure along with the HVAC, electrical and plumbing systems. Also, the ladck of suitable educational space presents many challenges in delivering the best education possible for the students of Bourne; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority is no way guarantees the acceptance or the approval of an application, the awarding of grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority. VOTE 5-0.

Barry Johnson – State Ethics
As liaison to the State Ethics Commission, for the purpose of having the board vote to exempt enclosed positions from having to take the Ethics Mandatory Education and Training Requirements. These positions do not have or exercise governmental authority and do not participate in or have responsibility for governmental decision-making, contracting, hiring, investigation or any other discretionary governmental action.

TA Guerino – relative to Plant & Facilities asked if the vendors providing programming for Council on Aging would be included. Mr. Johnson said they wouldn't be exempt. Road contractors would be exempt.

Pickard MOVED and SECONDED by that the Board of Selectmen vote public employees of the Town of Bourne exempt from the Mandatory Education and Training requirements of Chapter 28 of the Acts of 2009 as presented by Town Clerk Barry Johnson on 3/5/13. VOTE 5-0.

Vote ABCC population estimate
This motion will be brought to the board again for next week for signature, but vote can be taken tonight.

Meier MOVED and SECONDED by Zuern estimated that the temporary increased resident population of the Town of Bourne as of 7/10/32 will be 40,000. VOTE 5-0.

Local Habitat and future environmental issues (Mr. Skip Barlow)
Environmental changes have been documented by Mr. Barlow over the years. Major contributors to the nutrient problems: a) the base; b) the skating rink; and c) the Mass Maritime Academy (MMA) - all contribute to the discharge into the canal as there is no nutrient removal. There needs to be nutrient control.

Juvenille scallops are seldom seen in Bourne as they die off not being able to attach to eel grass due to the excessive amounts of algae. Mr. Barlow encourages the public to visit the Wareham Nutrient Plant.

Mr. Barlow suggested sending more wastewater to Wareham.

Pickard – suggested a two hour workshop consisting of the BOH, ConCom, Bylaw Committee, Board of Selectmen for solutions to get to the goal of reducing nitrogen in waters.

Mr. Barlow – New Bedford open tomorrow 3/6/13 at 8:00 am. He also asked the board to not to be afraid of regionalization.

Zuern – has been to the Wareham plant.

Town Administrator Report

a. **Emergency Planning update – Mr. Noyes**

Local Sheltering Assessment – Mr. Charles Noyes
Needs:

1) assessable to residents both n and s of canal
2) Sufficient emergency generator power available – automatic transfer
3) Sufficient toileting availability

4) Feeding capabilities
5) Separate physical areas (sleeping, feeding)

Current Shelters:

- Bourne Veterans' Memorial Community Building (Capacity - 234 overnight)

- Bourne Middle School (Capacity – 243 overnight)
- UCT (Capacity – 1,050 overnight) - Shelter of last resort
- Bournedale Elementary School - Alternate for north side of canal if Comm. Bldg was not available

Flood Map shows most of Buzzards Bay is in the flood map.

Staff Needs:

- Trained and certified staff for
    - shelter manage
    - Registration
    - dormitory manage
    - food services
    - emergency medical and health
    - security

Staffing Sources

- Town Staff
- Community Based organizations (civic groups, church)
- Paid casual employees

Senior Population (At Risk)

- COA – develop telephone call list to notify of emergency prior to event
- COA to provide staffing to support their clients during large scale emergency
- Promote and support generator acquisition for Bourne Housing Authority locations.
- Encourage current private developments to community rooms
- Provide specific additional info to residents of community housing on sheltering in place needs (food, lighting)
- Public Education
- Develop brochure to be mailed with tax bill
- Literature rack ITH, CM Library Police and Fire
- Maintain Bourne Emergency Management website pages

b. Facilities update – Mr. Jonathan Nelson

Emergency Power Needs Assessment - Three areas of concern

Shelters:

- Community Building

- Town Hall
- Fire Station

Additional areas:
- High School
- DPW

Current State:
- Community Building – 60 kW – current generator
- Town Hall – 15 kW generator
- Fire Station 1 – 15 kW generator

Community Building Design:
Optimal design to cover full load at this location by emergency power generator

Recommendations:
- Community Building Solution – recommended 90kW generator
- Town Hall solution - move existing generator from Community Building and retro-fit (least upfront cost) – wont' cover cooling.
- Town Hall solution - relocate 60kW generator from comm. Bldg.
- Fire Station 1 - full power support for all operations, system should cover 100% of the building load - recommended 30kW generator

Estimated Costs
- Community Building - $274,590
- Town Hall - $62,150
- Fire Station - $134,470
- Design Fees - $141,363

Total Estimated Cost - $612,573

Areas of Concern:
- High School - develop and execute a Emergency Operations Plan, which includes temporary general rental and MOU from a contractor

- DPW - develop and execute a Emergency Operations Plan, which includes temporary general rental and MOU from a contractor

Mr. Noyes - Feeding Plan – Chartwells can provide on emergency basis as long as the roadways were open and Bus Plan.

Meier – suggested the Sagamore Fire Station, but Chief Greene would recommend as a warming shelter.

Chm. Ford – he and TA Guerino have identified more than 8-9 employees that can help Mr. Noyes set up and put volunteers up to come in. TA Guerino said through collective bargaining, the town can offer the training to work the shelters. Chm. Ford said it should be policy to have employees report to Mr. Noyes.

Mr. Noyes – plans to have the finalized Emergency Plan by the hurricane season.

Zuern – suggested having back up for caterer. Mr. Noyes said there are some meals at the Community Building. TA Guerino said some will be stored at the UCT, and the BMS as well as the Community Center.

Pickard – Community Building is not in the flood zone, however, Town Hall and the Fire Station are. He is not sold on putting generator's in flood zones. He suggested retro-fitting for the DPW and the High School.

TA Guerino – pointed out that not every outage or storm is a flood resulted in an issue where we need to relocate, but understands Pickard's point. The Town Hall needs appropriate backup generation regardless if it is in a flood zone. The storm put a highlight on deficiencies and brings forward to the board tonight.

Zuern – asked about the generator at the Community Building the storm. Mr. Nelson said new buildings have codes for emergency systems; this building was designed on emergency egress systems. The generator didn't have a lot of systems installed correctly as the generator had limitations. The heating water circulators were not on emergency power. The boiler is on emergency power to bathrooms, foyer and one air handler on the roof.

Pickard – asked what will Department Heads have to give up to pay for the Generator ($600,000 plus). TA will make recommendations to Capital Outlay and ask what priority. Pickard would prefer a finalized plan before going to Capital. TA Guerino said we have to go to Capital now as timing for town meeting and the final plan do not coincide.

Zuern – asked why it is necessary for the Fire Station and use a portable one instead. Pickard said first retro-fit electrical system to accommodate a portable generator (this will reduce cost to $400,000 plus).

Mr. Nelson – Fire Department is something we can look at. He wouldn't recommend buying a rental at this point for all three areas.

Chm. Ford – asked if generators sent to Sandwich could be used. TA Guerino said we had some surplus generators delivered to Sandwich, however, Sandwich said they didn't meet requirements for exhaust as they were diesel.

Chm. Ford - brought up emergency generators on wheels. Mr. Noyes said they were running in Town. Chm. Ford said they had a communication station. Mr. Noyes said the equipment was still at the UCT.
Mr. Noyes – assessment meeting to be held tomorrow night and will be put together with training and feeding needs. The biggest issue is the medical issue and to incorporate into the plan. He will provide a rough draft to the TA to move forward for review, refine and final.

Chm. Ford – asked about communications with landline phones are down. Mr. Noyes said we will have a public brochure. During the event, giving word to the residents by possibly using patrol car making announcements.

Zuern – if people want to be notified by cell phone, they can be put on the Reverse 911 calls. She also said the Emergency Planning Committee has 21 members on the LPC; need 11 to hold the meeting. Mr. Noyes said there will be enough for hold a meeting.

Mr. Noyes – the Emergency Management Committee is set up by set up by Federal statute.

Pickard – asked how often the LCP meets. Mr. Noyes said there is no set schedule per se. Pickard also asked about the Police Station generator. Mr. Nelson said it is a 50kW and is 2 years old and and adequate cost was in $65,000 range. Pickard asked how much a portable generator at the Fire Station. Mr. Nelson responded $50,000 - $60,000.

Mr. Mulvey – asked if all generators are air cooled. Mr. Nelson said there is a mix and none of them do not require outside coolant. Power supplies to the buildings limits the generator. There are four (4) choices for fuel.

TA Guerino – large undertaking, however, given the last round of regional sheltering didn't work, he hopes the board moves toward moving internally.

c. Budget update

TA Guerino – will bring numbers to the board. Reductions and adjustments will be accordingly and given at the next meeting. There will be $230,604 plus additional adjustments for Fire Contract.

Pickard – questions with regard to lifeguards. Per Recreation Director it will cost in the range of $14,000 - $16,000 to staff another beach (Gray Gables). MMA offered their pool for water testing.

Zuern – in favor of funding another beach.

Meier – asked how can there be positions in the Collector's office due to the current budget constraints. TA Guerino said in the Collector's office, positions financed is reallocating funds – not new money. It is using existing money for positions. Relative to the ISWM, it is a replacement position. This is not a new position.

TA Guerino – Bourne is the most frugal community in requesting overrides. This board is very cognizant of the taxpayer's dollars and is following a responsible approach is to build a new DPW facility.

Pickard – explained the ISWM position was left vacant due to a retirement. The new position is due to re-organization.

TA Guerino – looking at staffing levels at ISWM over time, they are operating with much less people than 10 years ago.

Meier – suggested the Finance Director/Treasurer Collector work the window differently. TA Guerino said the service counters are well served.

d. Surplus property disposal – 1998 Volvo

Meier MOVED and SECONDED by Zuern vote to declare the 1998 S70 Volvo VIN# YV1LS5675W1511628 as surplus and to be destroyed. VOTE 4-0-1 (abstention from Pickard).

e. Vacancy in Planning Board from 2/26/13 meeting clarification on vote

TA Guerino – the board met in joint session with the Planning Board to fill an unexpired term. Per Atty. Troy, it was suggested in this evening's meeting to disclose the vote. Mr. Michienzi will be sworn in after tonight's meeting. Last week's voting went as follows:

Michienzi:
Selectmen:
Ford, Pickard, Meier

Planning Board:
Doucette, Farrell, Gallo, Howarth, Nelson, Shearer

Handy:
Selectmen:
Baldwin, Zuern

Planning Board:
DuBerger, Jensen

VOTE was 9 (Michienzi) – 4 (Handy).

Selectmen's business

a. Temporary Easement

Temporary easement by Stratford Capital Group – the ZBA has approved the 40B project. The engineering company Need access to get financing and credit.

Pickard MOVED and SECONDED by Zuern to approve temporary easement from 3/13 - 10/13 for Colontino. VOTE 5-0.

b. Selectmen's Meeting Schedule

3/19 – BOS – BOSC schedule
4/2, 4/16 and 4/23
5/6 – Town Meeting

TA Evaluation – Chm. Ford said to use either the current form or a new form and will discuss on 3/19/13.

Zuern – attended the current events last week. She requested putting on the Pilgrim Power Plant at a future meeting (before election and voting) with regard to safety.

Chm. Ford – meeting tomorrow for the LEPC at the Community Building.

Adjournment

Baldwin MOVED and SECONDED by Meier to adjourn. Meeting adjourned at 10: 05 pm.

Respectfully submitted,
Lisa Groezinger, sec.