Joint Meeting of the
Board of Selectmen and the FinCom
Minutes of July 10, 2012
Bourne Middle School
Bourne, MA 02532

TA Guerino

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

Finance Committee: Chm. Michele Ford, Co-Vice Chm. Elinor Ripley and Mary Jane Mastrangelo (excused), David Ahearn, Mark DeCicco, Hal DeWaltoff, Glen Galusha, Bill Grant, Donald Montour, Jeff Perry, John Redman and George Slade.

Guests: Board of Health, Planning Board, Capital Outlay Committee, Wastewater Advisory Committee, TA Guerino, Finance Director Marzelli & Cape Cod Commission Staff Members

Members of the Press: Diana Barth, Bourne Enterprise and Paul Gately, Bourne Courier

List of documents
- None

Note 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

<u>6:00 pm FINCOM MEETING CALLED TO ORDER – YEAR END TRANSFERS</u>
By FinCom Chm. M. Ford.

Ripley MOVED and SECONDED by Perry to approve minutes of 5/7/12 and 5/8/12 as submitted. UNANIMOUS VOTE.

At this time, Selectmen Chm. J. Ford called Selectmen meeting to order.

Linda Marzelli, Financial Director – Year End Transfers

<u>RESERVE FUND: salaries</u>
- Planning Board salaries - $1.81 out of reserve fund. Shortfall in budget
- Board of Appeals - $873.89 wages for extra meetings
- DPW – $22,483.05 OT for hurricane cleanup (75% reimbursement applied for by TA)
- Snow & Ice - $14,583.09 for OT salaries
- BOH - $1,112.04 transfer of personnel within departments
- Library - $899.12 – transfer of personnel within departments

Total of $39,953.00

Ripley MOVED and SECONDED by Redman to approve the total amount of $39,953 from Reserve Funds for Department Salaries. VOTE 10-0.

RESERVE FUND: expenses

- Town Meeting expense - $1,212.43 to cover STM and ATM expenditures
- Legal costs - $12,884.20 much dealing specifically with the Doherty case.
- Tax tile - $17,651.42 increase of activity in auctions
- Planning Board expenses - $600 for advertising/meetings
- Telephone account – $4,116.50 for cell phones and regular phone
- EMS - $0.03 shortfall
- Inspections Dept. - $508.09 travel
- DNR fuel - $70,051.72 for both marinas (TA – for gas the town sells)
- Veterans - $2,120.06 for expenses
- Archives $600.16 – shares budget with historical society
- Interest on Tax Cases - $513.07 – appellate taxes
- Medical overage - $14,897.19
- Insurance - $52,604.67
- LIUNA - $162.46 cost of re-match of employees

Total of $177,922.00

Ripley MOVED and SECONDED by Ahearn to approve the amount of $177,922 from the Reserve Fund for Department Expenses. VOTE 10-0.

MUNICIPAL TRANSFERS:

Transfers from Department Budgets:

- Police Department to Planning Board expenses - $7,705.00
- Police Salaries to Police Expenses - $26,774.09
- ISWM Contracted Services to ISWM Host Community Fee - $25,000.00

Total $59,479.09

Selectmen Vote:

Zuern MOVED and SECONDED by Baldwin to approve transfers totaling $59,479.09. VOTE 4-0.

FinCom Vote:

Redman MOVED and SECONDED by Ripley to approve transfers totaling $59,479.09 for Department Expenses. VOTE 10-0.

Finance Committee Reorganization

Chairman

Ripley MOVED and SECONDED by Redman to re-appoint Michele Ford as the Finance Committee Chairman. UNANIMOUS VOTE.

Co-Vice Chairman:

Ripley MOVED and SECONDED by Ford to re-appoint Mary Jane Mastrangelo as Co-Vice Chairman. UNANIMOUS VOTE.

Co-Vice Chairman:

Galusha MOVED and SECONDED by Perry to re-appoint Elinor Ripley as Co-Vice Chairman. UNANIMOUS VOTE.

Capital Outlay Committee FinCom Representative

Ripley MOVED and SECONDED by Perry to re-appoint John Redman and Mary Jane Mastrangelo as the FinCom Capital Outlay Committee Representatives. UNANIMOUS VOTE.

Wastewater Advisory Committee

Ripley MOVED and SECONDED by Slade to re-appoint Don Montour as the FinCom Representative to the Wastewater Advisory Committee. UNANIMOUS VOTE.

Bylaw Committee

Ford MOVED and SECONDED by Montour to re-appoint Elinor Ripley as the FinCom Representative to the Bylaw Committee. UNANIMOUS VOTE.

ISWM Working Group

Ripley MOVED and SECONDED by Slade to re-appoint John Redman as the FinCom Representative to the ISWM Working Group. UNANIMOUS VOTE.

Future agenda items

Chm. Ford requested any future agenda items request to be sent by email. FinCom meeting will remain in session until the conclusion of the joint meeting.

6:30 pm – REGULAR SELECTMEN'S MEETING CALLED TO ORDER

By Selectmen Chm. J. Ford

Moment of Silence/Salute the Flag

Chm. J. Ford requested a moment of silence in memory of Mrs. Betty Galusha.

Public Comment

None

Licenses/Appointments/Easements

a. Block Party Pilgrim Pines

Meier MOVED and SECONDED by Baldwin to approve Pilgrim Pines Block Party on 7/21/12 from 1:00 pm – 8:00 pm, per routing slip. VOTE 5-0.

b. ABCC – population

Annual affidavit the Selectmen sign relative to seasonal population. Estimate town doubles to about 40,000 and always concurred and approved when it gets to the ABCC.

Pickard MOVED and SECONDED by Zuern to approve the ABCC population as presented.
VOTE 5-0.

c. Appointment – Local Emergency Planning Committee (LEPC) – John Pribilla

Pickard MOVED and SECONDED by Baldwin to approve appointment of John Pribilla for a term to expire 1/30/13. Board of Selectmen Representative to the LEPC appointment - Zuern received letter in the mail, but asked if any member of the board was interested to serve. Zuern volunteered to serve as Selectmen representative.

d. Cataumet Club Camp – 2 overnight camping events at Bassetts Island

Pickard MOVED and SECONDED by Meier to approve two overnight camping events on 7/19/12 from 7:00 pm – 7:00 am per routing slip (DNR concur with Conservation Agent – TA said ConCom doesn't need to take action). VOTE 4-0.

e. Friendly's Ice Cream – change from 1 corporation to another/change in manager

Pickard MOVED and SECONDED by Baldwin change from 1 corporation to another and change in manager per routing slip. VOTE 5-0.

Town Administrator's business

Thanked the Finance Director and her staff for their work invested for the year-end account balances and transfers.

Selectmen's business

Signing of the Primary Warrant

Pickard MOVED and SECONDED by Baldwin to sign the Primary Warrant. VOTE 5-0.

Zuern – notified public that her house was broken into and urged people to lock doors, put jewelry in a safe place; watch your house and your neighbor's house. Her house was alarmed and the alarm didn't deter the offender.

Ford – suggested TA Guerino contact Police Chief requesting a Reverse 911 for said incident and asked if anyone has any information to contact the TA's office.

Meier – thanked people who came out for the 4th of July parade as well as the 4th of July Parade Committee.

Meier MOVED and SECONDED by Pickard to adjourn. Meeting adjourned at 6:45 pm. UNANIMOUS VOTE.

7:00 pm – JOINT MEETING BOARD OF SELECTMEN/BOARD OF SEWER COMMISSIONERS, CAPITAL OUTLAY COMMITTEE, FINANCE COMMITTEE, BOARD OF HEALTH, PLANNING BOARD, SELECTMEN'S ENERGY ADVISORY COMMITTEE, WASTEWATER ADVISORY COMMITTEE CALLED TO ORDER
By Selectmen Chm. J. Ford

List of documents

- Wastewater Management Planning for Bourne's Downtown booklet dated 6/20/12

Selectmen's Committee Advisory on Wastewater bringing forward the First Phase of report of the Buzzards Bay side and most part of Bourne's wastewater capacity and needs. Ms. Riggs is not present tonight, and Mr. William Locke agreed to step in. Mr. Locke thanked the group for their efforts for the Town of Bourne.

Glenn Cannon, Director of Technical Services at the CCC, thanked the committee for their involvement and said the committee believes wastewater management planning is a worthwhile experience and is the best way to handle wastewater. Currently they are at a phase where they need some decisions to be made to proceed. It is a long process and currently there is about eight years of studying.

The purpose of this report is to present the findings of the study performed by the RESET staff relating to water supply and wastewater issues as part of a comprehensive water supply/wastewater assessment of the Downtown Bourne area (including Hideaway Village and the Bourne Development Campus).

The study included the following goals:

- Evaluate water supply and wastewater issues within the study area (includes Downtown Bourne, Hideaway Village and the Bourne Development Campus)
- Identify options for water supply and wastewater management
- Assist Bourne and the Buzzards Bay Water District with water supply and wastewater issues within the area and to provide an action plan for a solution.

Task 2 – Existing Planning Documentation
To provide for a systematic and practical approach to the project.

Task 3 – Water Supply and Demands

Commission staff investigated water supply issues related to the Buzzards Bay Water District including supply capacity and demands based on existing studies, map of well sites and potential water supply sites.

Task 3a – Discussion with Buzzards Bay Water District Superintendent
Task 3b – Current Water and Supply Demands
Task 3c – Future Supply Needs
Task 3d – Screening for potential lands suitable for water supply

Task 4 – Assessment of existing Wastewater Infrastructure
The RESET staff reviewed existing documents relating to sewer use patterns, regulations, inter municipal agreements and potential and future allocation agreements as it effects future expansion planning.

Task 4a – view Inter Municipal Agreement (IMA)
Task 4b – Summarize allocation issues
Task 4c – Develop outline for allocation tracking

Task 5 – Buildout Analysis and Wastewater Flows
Commission staff prepared buildout analysis for the study area following assumptions outlined by current zoning and future market analysis.

Task 6 – Wastewater Facility Siting
A key component to wastewater planning is the identification of one or more feasible sites for a wastewater treatment facility and an associated subsurface disposal system, north of the Cape Cod Canal. The Commission's RESET staff conducted an evaluation of potential wastewater facility and discharge sites.

Subsurface Disposal Sites:
Site 10 – Kramer Property (Hideaway Village)
Site 16 – Scenic Highway (out of town)
Site 19 – Queen Sewell Park (Downtown)
Site 29 –Community Center (Downtown)

Treatment Sites:
Site 10 – Kramer Property (Hideaway Village)
Site 16 – Scenic Highwa)y (out of town)
Site 21 – Deseret Drive (out of town)
Site 39E – Belmont Circle (Downtown)
Site C – Sandford Property (Downtown)

Task 7 – Evaluation of Wastewater Infrastructure Options
Incremental flows, Wastewater treatment technologies and Wastewater treatment and subsurface disposal site area requirements.

Task 8 – Evaluation of Financing Options
The financial plan has four primary components:

1. A plan for financing the implementation of needed projects
2. A plan for re-payment of debt incurred during the project implementation
3. A plan for funding on-going operations, maintenance and administrative costs associated with the wastewater system
4. A "model" or approach to manage near-term and long-term financial commitments

Task 9 – Action Plan
The recommended, phased Wastewater Management Plan to provide critical wastewater services to meet needs of range of future commercial development in downtown Bourne is summarized:

- Implement a phased approach
- Utilize remaining capacity at Wareham WWTF
- Request DEP review and comment on Bourne WWAC Downtown Plan with the ultimate goal of implementation
- Continue discussions with private parties on commercial development plans and private financing options (Optimus project) – may not be the only option
- Develop and execute Memoranda of Understanding (MOUs) for private partnership
- Select treatment and disposal sites that fit private development plans
- Continue to maintain scenic highway site pending downtown plan
- Procure consulting support to undertake hydraulic studies, define condition and capacity of existing system and on-going wastewater planning
- Conduct preliminary hydrogeologic studies of Queen Sewell park and Community Center
- Acquire rights to critical treatments sites
- Obtain SRF funding to supplement private investment
- Investigate and secure other public financing options
- Develop public involvement process to support wastewater program

Discussion
DeCicco – raised issue of an additional 350,000 GPD is based on 800,000 sq. ft. Mr. Cannon said moving forward, need to have capacity to add for the next developer who comes along.

TA Guerino – asked about Belmont Circle area. Mr. Cannon said open land would not be disturbed. TA Guerino mentioned the Scenic Highway site as there is a lot of concern relative to the needs of the Bourne Water District. Mr. Cannon said the location of site (Scenic Highway) groundwater flow is front northeast to southwest and groundwater would not affect anything to the north.

Zuern – questioned disposal. Mr. Cannon said disposal water is treated and goes into the groundwater; the Cape has a high permeability rate due to the sandy soil.

Chm. J. Ford – said people's perceptions is an issue and believes Scenic Highway is going to be a hard sell. Mr. Cannon agrees that perception "drives the boat", however, this is not surface water – it is a groundwater aquifer and not subject to the vagaries of weather.
TA Guerino – said the Community Center is in a flood plain area. Mr. Cannon said he will have to review during the screening.

Mastrangelo – raised issue with septage means. Mr. Cannon said a residential home Title V system has a pump out septic tank which goes to wastewater treatment plant. Mastrangelo asked what can be phased and not be phased. Mr. Cannon said an underground well is built for planned capacity (treatment plant); subsurface is built all at the same time.

Skip Barlow – because this Planning is tied to the GIZ, he is asking all parties to re-think the whole issue and to look at all the different options rather than building homes in Buzzards Bay.

TA Guerino – a company is looking to put directional drills along the canal down near the new parking lot; it seems to make some sense to look at if this is to move forward. Leasing on the directional drill at the MMR if going to do any upgrades. This plan is currently being looked at. Mr. Cannon said they can continue to discuss with the MMA.

Selectmen Chm. J. Ford – asked about building a private plant and offer to businesses at a cost and not to the taxpayers. Mr. Cannon said Sandwich is looking at this on Route 130, and will either dedicate to the town or sell service to the town. This is a private investment in the capital cost. Paid back through user charges and betterment charges. The new town of Devens had a design-build-operate and charged user charges.

Mastrangelo – asked since CCC paid for the study (6 versions), what are the costs and planning costs for the next step. Mr. Locke said he doesn't know if the CCC is ready to "step up to the plate" and is a question that needs to be asked. Mastrangelo said Ms. Riggs mentioned in a Selectmen meeting that in order to qualify to apply for State funding, we need an accepted plan to meet the next deadline (Mr. Locke said this deadline was missed). She isn't sure the 2% loan is what the town can get on its own and understanding the steps and planning and alternatives, to have a plan is difficult as it is complex. Mr. Cannon said the CCC has new management and will step up as well as they can.

Pickard – Bourne has obtained local control and would hate to see grouped into one organization where it will cost the town a lot of money. The more aggressive Bourne can be, the better.

Selectmen Chm. J. Ford – people paying for additional systems have to deal with perception. He suggests working with Congressmen on a discharging treatment plan that can be built if have a place to discharge the water. Mr. Cannon said he is meeting with DEP where Falmouth is pursuing an ocean discharge in Woods Hole - looking to re-opening after closing in 1985. If

partner with the MMA and have something going out to the canal, wouldn't be doing all the transportation.

DeCicco – The more usage in one of the MMA units, the less money it costs. If MMA spends for an upgrade, it doesn't make sense for Bourne to build one down the street.
Galusha – still looking at 200,000 gallons per day (GPD) sewage. Mr. Cannon said the schedule to get on Wareham's behalf is a multi-hearing process and Bourne will lose some control as Wareham is initiating, but worth discussing and working with them.

Galusha – Hideaway Village (HAV) will decrease the flow from the Buzzards Bay Water District. TA Guerino said taking HAV connections off Wareham and go to own facility would take current user fee and put onto the remaining users so the Buzzards Bay community. If look at bringing more capacity to Wareham, have to look at town's current transmission system (getting aged now and will need repair) and doesn't know about pump capacity (re-calibrated and re-build). We are looking at a substantial cost, losing control and adding a potential substantial cost. This is a very costly short-term perception.

Skip Barlow – if a developer came into Buzzards Bay and wants to build 250 units, let him build and pay. He questioned why have the town pay. TA Guerino said doing so may make it cost prohibitive for the developer.

Zuern – doesn't think having developer pay is unreasonable. She was upset to hear about the mandate, but a mandate can be broken. She is concerned about disposal sites in a residential area.

Mastrangelo – asked what does Bourne need to have in place for developers to participate on costs. Chm. J. Ford said it doesn't have to be one big system.

Baldwin – agrees on the development of Buzzards Bay, but not to flattening out Buzzards Bay for homes. Mr. Locke said he agrees and has a book to follow to move forward.

Mr. Cannon – asking the town to consider the dialogue it has now. There is the ability to accommodate wastewater. Bourne has land to provide to a developer. Public/private partnership is significant to offer. Not asking for a commitment, but rather to continue dialogue.

Redman – asked about the town of Devens. Mr. Cannon said the plant was a 1942 vintage tank which had to be completely replaced, financed on behalf of Devens, built plant and sold surface to surrounding towns. User base set up with sewers. Financed by the State and privatized.

TA Guerino – the RESET team that came from the Cape Cod Commission (CCC) could have been sent to any community on the Cape, but directed the RESET money to Bourne.

Public Comment

Diane Barth – asked for clarification about no implementation of large growth in Buzzards Bay unless there is a solution for wastewater. Mr. Cannon added there is no mandate for Phase II.

Mr. James Mulvey – there is little open undeveloped land in Buzzards Bay. This proposal is to take what we have now and ship out of town and retaining into town. There are fisheries and estuaries to think about. He has some issues with general direction. With regard to cost benefit - who pays for it and what are the benefits - which doesn't compute.

No further questions from the public.

Selectmen Chm. J. Ford – asked about a time table from the CCC. Mr. Cannon will have one when he comes before the board in August

Other business

Jack Howarth, Planning Board - asked about tax title property – TA Guerino responded with a date of 9/13/12. He also inquired about a revival tent (he filed a complaint) and asked the status. Chm. J. Ford suggested writing a letter to the TA office to take action. TA Guerino will discuss tent with Building Inspector Roger Laporte. He was under the impression it was closed down.

Adjournment

Pickard MOVED and SECONDED by Meier to adjourn Selectmen meeting. Meeting adjourned at 8:41 pm. UNANIMOUS VOTE.

Ripley MOVED and SECONDED by Galusha to adjourn FinCom meeting. UNANIMOUS VOTE.

Respectfully submitted,
Lisa Groezinger, sec.