

**Board of Selectmen
Minutes of Tuesday, November 15, 2016
Bourne Community Building
Bourne, MA 02532**

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TOWN CLERK BOURNE

TA Tom Guerino

Selectmen

Don Pickard, Chairman
Peter Meier, Vice-Chairman
George Slade, Clerk
Stephen Mealy
Michael Blanton

Note this meeting is being televised and recorded. If anyone in the audience is recording or videotaping, they need to acknowledge such at this time – Michael Rausch Bourne Enterprise.

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

Documents

Meeting Called to Order

Chm. Pickard called the meeting to order at 7:00 pm.

Moment of Silence for our Troops and our public safety personnel /Salute the Flag

Public Comment – Non-Agenda Items

None requested.

5) Minutes from Meeting date: 9-13-16 Executive

Voted Peter Meier moved and seconded by Michael Blanton to defer the minutes from September 13, 2016 to a time certain. Vote 5-0.

6) Correspondence

George Slade brought the committee up to date on the correspondence.

- A. Letter from Division of Marine Fisheries with opening of shellfish areas
 - Shellfish Transplant Opening - North side Toby's Island
 - Harvesting of Shellfish previously closed from the potentially toxic phytoplankton bloom are now open
 - Seasonal Status Change - Macos
- B. Letter from Massachusetts School Building regarding James F Peebles Elementary School
- C. Parking Agreement by and between Town of Bourne and the MMA
- D. Notice of Public Hearing Notice from Historical Commission

E. Submission of resignation from Linda Connors from the Board of Directors of the Bourne Council on Aging

Michael Blanton questioned item B MSBA and Peebles School is this the amount of money that has been allocated should the ballot question passes on December 6th relevant to the School replacement?

Tom Guerino said those are the maximum amounts of the grant \$14,686,000 and the 15,150,000 provided that everything moves positively on December 6th.

Peter Meier said Jim Potter will be here on November 29th to discuss that issue, and the ballot will be on December 6th

Don Pickard said relative to the parking agreement between the Town of Bourne and the MMA it expires on August 1st. On July 31, 2017 we should know what we are doing. We should find out how much they need. Does it inhibit any of Mr. Mullens winter operation by having the parking there. We should have something by January 15th on your analysis of what you think should be done. Peter Meier said since in the summer time we have an overflow of trailer boat parking. Maybe we should look at a shared arrangement with the Academy with that parking lot.

7) 7:15 Classification hearing

Don Pickard called the hearing to order.

Voted Peter Meier moved and seconded by Michael Blanton to go into Public Hearing.

Donna Barakauskas Director of Assessing went over the Property Classification Recommendation Fiscal Year 2017. The Board of Assessors recommends that the Board of Selectmen retain one tax rate for all classes of property for fiscal year 2017. 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 Commonwealth/Industrial/Personnel Property taxpayers. Bourne is largely a residential community that simply does not have enough of a Commercial/Industrial base to make classification worthwhile.

Stephen Mealy questioned if there are any tenants on the Cape besides Barnstable that have a split rate? Donna Barakauskas said Nantucket and Martha's Vineyard have a residential exemption but not a split rate.

Michael Blanton said the idea of a split tax rate and the onus it would put on the commercial property owners you are recommending against that because it might inhibit future commercial growth in town. Donna Barakauskas said we don't have enough to make it worthwhile. Our residential is growing faster than our commercial.

Jim Mulvey said projecting time, because there isn't enough commercial property, the amount of land to be developed and the proposed development on Main Street on Perry Ave on the full development, trying to project ahead, if that were fully developed commercially would be enough to tip the scale at that time. Donna Barakauskas said if we could revitalize the whole Buzzards Bay community on Main Street.

Peter Meier spoke about Conventional Data Services.

Tom Guerino said any tax increment finance plan would have to come here and go to Town Meeting.

Voted Stephen Mealy moved and seconded by Peter Meier to close the Public Hearing. Vote 5-0

Voted Stephen Mealy moved and seconded by George Slade that the Board retain one tax rate for all classes of property for Fiscal Year 2017. Tax rate is \$10.30 per thousand. Vote: 5-0

8) 7:30 p.m. Shellfish Aquaculture grant application – Daniel Maurice & James Rossignol

Voted Peter Meier moved and seconded by Michael Blanton to enter a Public Hearing. Vote: 5-0

Don Pickard read the Public Hearing Notice

Notice is hereby given in accordance with the provision of Chapter 130, Section 60 of MGL as amended and Rules and Regulation and Application Requirements promulgated by the Board of Selectmen, that Daniel Maurice, 2 Evergreen Hill Road, Monument Beach, MA 02553 and James J Rossignol, 26 Pocahontas Road, Pocasset, MA 02559 filed a joint application on September 14, 2016 to expand an existing shellfish grant and for three additional proposed parcels. The proposed locations are on the southwest side of Tobey Island and in the approximate area of the location known as Mud Cove/Monks Park in the village of Monument Beach. The application, including a plan showing the specific locations of the proposed grant, can be viewed at Town Hall at the Town Administrator's Office or the Department of Natural Resources.

A public hearing will be held on November 15, 2017 at 7:30 pm in the Bourne Veterans' Memorial Community Center, 239 Main Street Buzzards Bay, MA 02532. Signed by Donald Pickard, Peter Meier, George Slade, Stephen Mealy, and Michael Blanton.

Don Pickard went over how the public hearing will proceed.

Dan Maurice said last we spoke we received approval for a portion of our grant at our existing location which is Aqua2. Today we are discussing additional areas that were in the proposal in the Mud Cove area and a small area for equipment. I joined the two areas in the Ram Island area. We can operate in this area with great care and safety. This area would be great for a nursery.

Jim Rossignol said we can add to the fabric of Bourne with the aquaculture farm. This can help water quality improvements. It can benefit the town. This area can vastly improve our operation and enhance the farm.

Don Pickard questioned what is the depth of the water in that area?

Dan Maurice said it varies with tide. At the lower portion between point 1 and point 2 around 6-7 feet at high tide, at low tide at least 4 feet. Moving through points 7 & 3 along the banks you see a tidal effect. Potential a moon tide it could drain in that particular area.

Don Maurice and Jim Rossignol went over their aquaculture plan, using floating bags or traps, the area they are proposing, how it will benefit the town, the growth they have and the mortality.

Each of the locations were selected with great care and consideration so as not to pose a hazard to navigation or recreational water use.

Michael Blanton said the concerns that Mr. Mullen had was the concern about the mucky bottom and if it was safe to work in. Dan Maurice said we are planning on accessing based on tide by boat. Due to the sheltered area it is safer to operate in this area than 3 to 5 foot swells out in front of Tobey Island. We have no doubt we can operate in this area in a safe and efficient manner.

Peter Meier read from Mr. Maurice's letter, Due to the land features and the "quick sand" like aquatic terrain the area is avoided by recreational enthusiasts of all types and is not traversable by humans. You are taking a risk for going in there based on what you wrote in your own letter. Dan Maurice said part of that was in relation to the regulations. It can interfere with waterways. This is why recreational enthuses avoid this area is because of the terrain.

Tim Mullen said it is true you will not find people shellfishing in that area. It is generally not safe. Walking in the area can be hazardous. Because the ground area is soft it isn't suitable for ground cages. If it was a suitable area we would of probably considered doing something there, but we haven't. It has become a popular location for paddle boarding and kayaking. They launch across at the gravel ramp located in Mud Cove. I expect to hear from some people if this is approved. It could be in the way of people paddle boarding and kayaking. That is a recreational activity we have to take into consideration.

The other location they requested is on the North side of the island. That is in the middle of a mooring field. We couldn't actually permit a grant in the middle of a mooring field, but we can permit a mooring there, but cannot approve a shellfish grant there. To have upwards of 200 floating pouches there would be a hazard to those paddling. Access is an issue, they would have to access it by boat, and are limited to when you can get in there. Being able to attend the pouches is limited in that area.

Don Pickard said relevant to the pin points 20-23 for the 20ft long, 12ft wide floating culling, upweller equipment is not considered a shellfish grant, correct?

Dan Maurice said it was outlined because I thought the state regulations said to do that you have to cull on the actual grant site, you can't be off site. We don't have any intention of growing anything in this particular location. It is a place were we can use some gear. It is to be in compliant it has to be part of the site. The ramp where they launch boats is probably nearest to point 1 on the map and it is at least 200ft away from point 1. I don't want to interfere with township. We talked to people that launch there. We don't want to interfere with recreation use.

Don Pickard wanted to clarify, the barge area you will need to have a Town of Bourne mooring for the barge. Tim Mullen said yes a permit to have a barge there. Mr. Pickard questioned the waiting list and the three people that are waiting. Would they have to be added to that waiting list? Mr. Mullen said there are currently 5 spots available. Jim Rossignol said I have a mooring in that area that we could use if they needed.

Stephen Mealy wanted clarification on the use of a mooring as opposed to a shellfishing grant area as far as the state regulations. How is Mr. Ross being able to do that; is he within his area? Mr. Mullen said that is within his grant area. Can we get around this requirement of having the upweller barge workstation. Mr. Mullen said he will have to look into that.

Stephen Mealy questioned what type of equipment Mr. Maurice and Mr. Rossignol are going to use floating bags or bottom? Dan Maurice said in the deeper area between 172 we would use something that is on the bottom. In the more shallow area we will use something that is floating. Access is not a problem to us. The area is a great area for a nursery. Dan Maurice said by forming this into a continuous area it was a slight increase in the overall acreage. It went up from 1.92 acres to 1.96 acres, and that is reflective in the current proposal. Stephen Mealy questioned would it be prudent for the Board before we take action on this to wait to determine how the upweller/barge/work platform will be handled.

Don Pickard said we could in two separate motions approve the grow area and approve the barge area in the mooring field contingent upon the ruling from the state. Stephen Mealy said his concern is if we allow an upweller/workstation in the middle of a mooring field, even if it is allowed in the state regulations, what is going to prevent other people to come in and do the same thing in the middle of other mooring fields through the town, or are we going to handle it on an individual basis? Mr. Mullen said you would have to handle it on an individual basis.

Jim Mulvey said any of the shellfish in the course of a year; the commercial and recreational harvesting of shellfish in a mooring area is a closure every year. Where shellfish are being raised close to or in a mooring area will it affect the commercial aspects of it.

Tim said that entire area is not conditionally closed it is open 365 days a year. My greatest concern is the access and being able to properly tend to the shellfish. I see it as really limiting. We have been in situations where we haven't been able to tend to floating pouches for an extended period of time, they get fouled, it compromises the growth. I see it as really limiting your operation.

Don Pickard said that only effects the operation of the Town's Department of Natural Resources if they are not tended properly and become foul. At that point the grant could be revoked. These people are in business and it is their issue to deal with not the towns. We shouldn't have to worry about that, unless it comes to the point where they are not able to tend it, it becomes foul, they die, and then the mortality rate is up. At that point we would look to your department to come to us and say we need to revoke the shellfish grant.

Michael Blanton said they have conferred with Mr. Mullen with this issue. They are acknowledging the risk they may be taking with regard to their shellfish stock. We talk about the recreational enthusiast as a hobby or a past time. That is a viable business in this town as well. There are people doing stand up paddleboard business, kayak rental business.

Voted Pete Meier moved and seconded by Michael Blanton to close the Public Hearing.

Mr. Blanton - Yes, Mr. Meier - Yes, Mr. Pickard - Yes, Mr. Slade - Yes, Mr. Mealy - Yes.

Stephen Mealy is concerned about setting a president as using a defined mooring area for part of a shellfishing grant. I'd rather see it done as a separate entity that way if there is a problem we don't have to revisit the whole project again.

Voted Stephen Mealy moved and seconded by Peter Meier that the Board approve an aquaculture grant to Dan Maurice of 2 Evergreen Hill Road, Monument Beach, and James J Rossignol of 26 Pocahontas Road, Pocasset, per an area outlined within Ram Island Cove as denoted from point 1-7 and the associated latitude and longitude locations of the buoys as presented to the Board this evening. Vote: 5-0

Don Pickard said for the second portion of the request we are looking at a motion to table this. Tom Guerino said I would not act on it. You are going to need another hearing regardless. Once you get a clarification from the commonwealth relative to those issues on the issues on the barge, you could hold another hearing relative to that. Dan Maurice questioned would I also be required to notify the abutters again? Tom Guerin said yes.

9) Shellfish Contaminated Relay Reclassification

Tim Mullen spoke about the reclassification. These are the three areas we closed in the spring. We relayed 370 bushels to the north side of Tobey Island, 365 to the mouth of the Back River, and 265 in Little Buttermilk Bay along side old Head of the Bay Road. There are 10000 bushels total at \$15 per bushel for a total of \$15,000. The relay was funded by the Shellfish Propagation Program. At this time I am recommending the reclassified areas to be reopened. Everything has been tested. We have the approves from the Marine Fisheries

Voted Peter Meier moved and seconded by Michael Blanton to approve the Shellfish Regulation Amendment number 2016-3. Acting under the authority of Chapter 130, section 52, of the Mass General Laws, as amended, the Board of Selectmen of the Town of Bourne hereby promulgate the following special regulation which affects the taking of shellfish within the waters of the Bourne, reclassification areas for Tobey Island north side, Back River Mouth, and Little Buttermilk Bay.

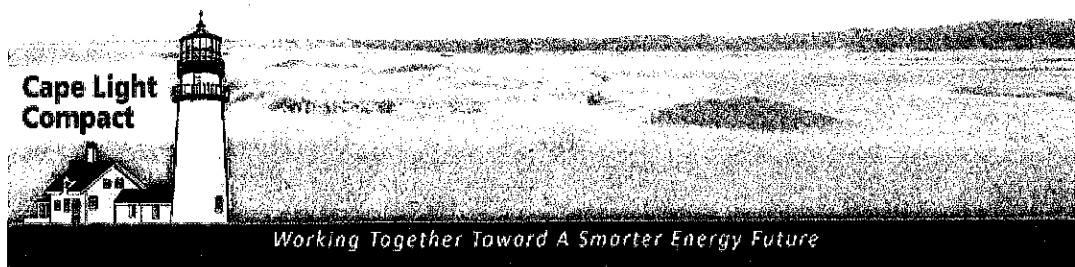
10) Maggie Downing presentation

Bob Schofield, Bourne Representative to the Cape Light Compact introduced Maggie Downing. Maggie Downing went over Eversources Grid Modernizations Plan.

Eversource's Grid Modernization Plan: Does It Lay the Foundation We Need For Our Communities' Energy Future?

November 15, 2016

Maggie Downey, Cape Light Compact Administrator



Grid Modernization: What and why?



- What is "the grid"?
 - The electric grid is an infrastructure network designed to deliver electricity from suppliers to end users. Our grid was designed and built in an era when this simply meant delivering power from large, centralized generating plants to customers' homes and businesses.
- Grid modernization is the process by which digital intelligence is incorporated in to our electric power grid to allow power to flow in two directions—to and from the consumer—transforming it into an interactive delivery network. This is being done in states all across the U.S. - Massachusetts is not leading the curve on this.

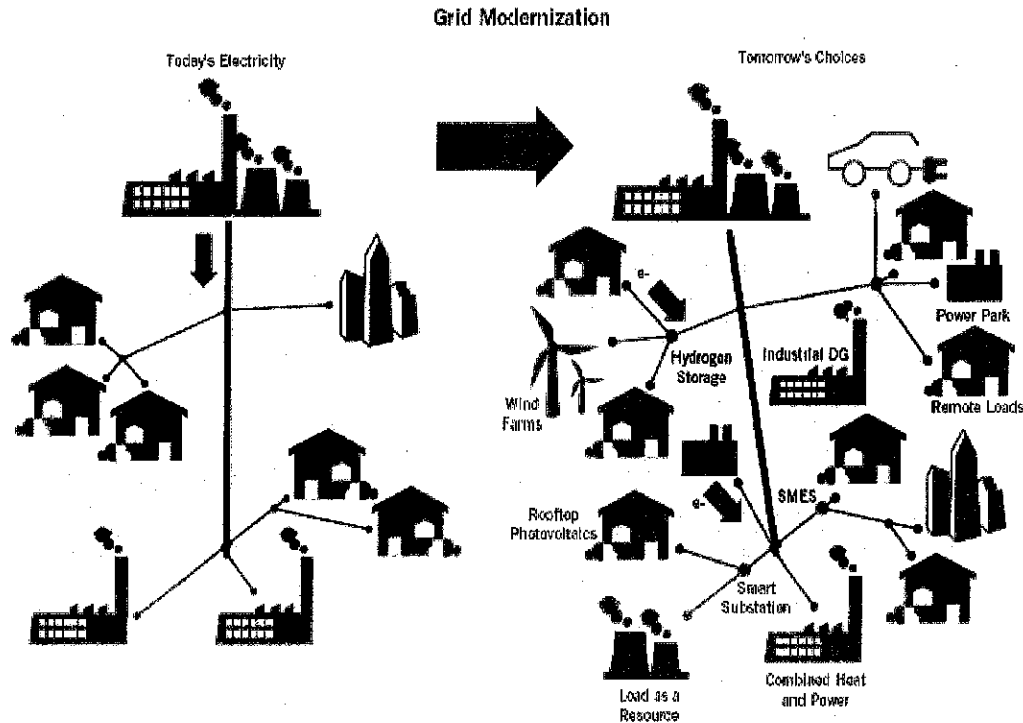


Fig. 1. The IEEE's version of the Smart Grid involves distributed generation, information networks, and system coordination, a drastic change from the existing utility configurations.

Why should you care?



- This is the first time that the DPU has mandated that the electric distribution companies (EDCs) like Eversource modernize our antiquated grid
- Choices made today will have dramatic impacts on Distributed Energy Resources, storage, energy efficiency for many years to come
- This is an opportunity for consumer empowerment
 - Could allow consumers to better understand their usage and make informed energy decisions
 - Could allow consumers to play in a role in stabilizing the grid and reducing infrastructure costs
 - Could better enable consumers to play a role in reducing emissions and mitigating climate change impacts
- **You're paying for it!**

What could it do for us?



- Greater system stability and resiliency
- Expand renewable energy integration
- More opportunities for energy efficiency and demand management
- Encourage development of microgrids

Overall, more local control and a central role for consumers... *depending on what is put in place.*

DPU's Grid Modernization Goals:



The DPU set forth four primary goals in its order for all Massachusetts utilities to submit plans for grid modernization:

1. Reducing effects of outages
 - *Number of outages, length of outages, number of customers affected, including weather-related*
2. Optimizing demand, including reducing system and customer costs
 - *Don't pay lots of money for infrastructure you only need a few hours per year*
 - *Deploy technology that enables customers to optimize their demand*
3. Integrating distributed energy resources
 - *Allow customers with solar and/or storage (including EVs) to contribute to grid reliability and renewable energy goals*
4. Improving workforce and asset management
 - *Make our utilities operate more efficiently and reduce customer costs*

Smart metering



In its order on grid modernization, the DPU mandated that utilities achieve Advanced Metering Functionality (AMF) within 5 years of plan approval, or make a business case demonstrating that a longer timeframe is a superior approach.

AMF* (smart metering) includes four elements:

1. Collection of customers' interval usage data, in near real time, usable for settlement in the ISO-NE energy and ancillary services markets
2. Automated outage and restoration notification
3. Two-way communication between customers and the utility
4. Communication with and control of household appliances (with customers' permission)

*AMF is a specific set of functions. AMI (Advanced Metering Infrastructure) is a specific technology to achieve AMF

Eversource's proposal



- In August 2015, Eversource filed its five-year, \$496 million Grid Modernization Plan
- Claims consumers are at the center of the plan
- Conservative, grid-facing approach
 - Emphasizes incremental investments
 - "...a flexible foundation for the future"
 - Heavily focused on improving reliability & resiliency
- Downplays benefits of giving consumers greater access to information and pricing transparency
 - Most apparent through opt-in approach to advanced metering and time-varying rates
 - Takes position that customers are uninterested in TVR

Eversource spending proposals



Investment Category	5-year Capital + O&M (million)
Smart & Integrated Grid	\$171.9
Resilient Grid	\$150
Customer Engagement	\$108.2
Enabling Investments	\$66.3
TOTAL:	\$496.4

In summary...



Potential Benefits:

- Will provide system operators with much greater visibility in to real-time status of system
 - Leads to greater operation and, in theory, planning efficiencies
- Will improve reliability and resiliency of the grid
 - Less customer outages, shorter outages
- Concerns
 - Utility-centric
 - No universal AMI = limited customer engagement
 - No cost allocation according to benefits
 - Inclusion of core utility functions
 - Limits potential for smart metering and associated benefits
 - TVR program design does not appear to meet DPU

A high-level comparison...



National Grid also filed a ~\$1 billion GMP that proposed a full deployment of advanced meters on an opt-out basis throughout their service territory

Eversource

- Focused on grid-facing technologies
- Emphasizes reliability
- Not convinced residential/small business customers will benefit from TOU/advanced metering

National Grid

- Says their plan is for the "utility of the future"
- More of an "all of the above" approach to technology deployment
- Used AMI deployment experience in Worcester to inform GMP
- Exploring battery storage

As the GMPs are currently proposed, five years from now:



A customer on Cape Cod or Martha's Vineyard...

...may have increased grid reliability from grid fortification

...will have minimal/no insight in to real-time energy usage patterns, seeing only their total usage on the monthly bill, like they do now

...will be unable to receive or respond to real-time pricing signals

...will have few or no opportunities to reduce costs by shifting usage

A customer in National Grid service territory...

...will have a more stable, demand-optimized grid and benefit from real-time outage and restoration notification to their utility through their meter

...will have deeper insight in to their usage patterns, enabling informed energy decisions

...will receive real-time pricing and can adjust usage accordingly, with the help of smart/connected appliances

...will be able to benefit from time-of-use pricing by shifting their usage to lower-priced periods of the day (possibly automatically, with the help of smart/connected appliances)

Smart grid in other states



- MA is not leading the curve – across the U.S. there are about 60 million smart meters already installed
- Baltimore Gas & Electric:
 - Began installing smart meters in 2012
 - \$2.50 in benefits for every \$1 spent
 - Have “Energy Savings Days,” ~700,000 participants, \$7.26 average bill credit
- Commonwealth Edison (Chicago)
 - 2.5 million smart meters installed
 - 2015 was best reliability year ever, largely due to automatic outage notification
 - Smart meters saved \$3 million in truck-rolls

As consumers...



Do we want to continue to interact with our utility only once-a-month, in the form of a bill?

Or do we want to have a more thorough understanding of our individual energy usage and be able to interact with our grid in real-time by:

- Managing our usage and demand
- Being incentivized (\$\$) to contribute to grid stability and lowering infrastructure costs
 - Example: charging your EV when real-time prices are low, then discharging (selling power back to the grid) when real-time prices are high
 - Example: Set your smart thermostat to pre-cool your house when demand/real-time prices are low in the morning, but then cut off during peak demand/price hours in the afternoon

Timeline Snapshot



- August 2015 – Utilities Filed GMPs
 - CLC and other parties began review
- May 2016
 - CLC Granted Intervenor Status
 - Procedural Schedule Issued
 - DPU Ruled Rate Design is Outside Grid Mod Scope
- June 2016
 - Utilities filed GMP updates
 - CLC filed first of 5 IR sets
- August 2016 – Procedural schedule suspended
- October 2016 – New procedural schedule issued

Next Steps



- Continue to get information from Eversource through Information Requests
- Continue to inform and engage consumers and communities on issues of concern
- Develop positions based on information received and consumer input
- Communicate consumer and community concerns to DPU
- Take our survey on Grid Modernization/Smart Grid:
www.surveymonkey.com/r/gridmodsurvey



Questions?

For more information:

- Visit our webpage on Grid Modernization at www.capelightcompact.org/smartgrid
- Contact us with questions:
info@capelightcompact.org
508-375-6644

Peter Meier said anything you can do to advocate lower rates would be greatly appreciated. George Slade said regarding intergrading distributed energy resources, under that it reads Allow customers with solar and/or storage (including EVs) to contribute to grid reliability. My understanding when you have solar panels you have a finite coverage that you are able to draw energy and produce. For someone with an existing system how can that change? Maggie Downing explained that if the customer allows the utility to call on it during peak times, you have storage on site that is called upon by the utility to balance load. Having EV charging stations and having the meters has the ability to get accurate information on timing and pricing what you charge and discharge back into the grid.

Stephen Mealy questioned what are the next couple of steps. There is a survey we can take, you get feedback from the survey, maybe they want to get involved, with a different approach than what Eversource has proposed. Is there any likely hood that Eversource will listen? Maggie Downing said yes they should listen. The department will listen because they have two very different plans. After we compile the results from the survey we will come back to the Board and ask for some direction as to what we want to advocate for, do we want to advocate for universal rollout of smart meters and an opt out. We may have an expert witness come in and talk about great mod and the benefits and how this can bring lower costs to consumers. I am happy to come back again as we continue to get information requests and as we get ready to formulate those opinions. The board wants to be advocating for what the community wants.

Stephen Mealy questioned are there other agencies, like the Cape Light Compact, throughout Eversource's region that will also be advocating for some balance between these two different plans? Maggie Downing said there are a lot of mutual advocates in Massachusetts, but we are the only one managing efficiency programs at this time. There are a lot of environmental groups.

Michael Blanton said in Eversource's proposal it says they have taken a position that customers are not interested in time period rates. Do you know how have they arrived at that? Maggie Downing said they did hold some consumer forums. One of the reasons why the Board directed us to do the outreach, we thought it wasn't open enough and they didn't ask the consumers. We didn't feel it was well talked about. The forums they held were not as extensive, they were not on Cape Cod; they were not on Martha's Vineyard.

Jim Mulvey questioned where does Cape Light Compact stand on this? There are 60 million that are converted, what percentage of that is done. If Eversource says it is projecting \$496 million to do this. What is it going to mean to me and to my kWh? Maggie Downing said regarding the first question the Compact doesn't have a position on this yet. It will come down to bill impacts, and that is why we are asking for more information from consumers. Jim Mulvey said there is an opt out provision. To whom would that apply, Cape Light Compact or through Eversource? Maggie Downing said it would be through Eversource. If they rolled out smart meters through the state of Massachusetts, if you choose not to have it you would opt out.

Tom Guerino said you sent a letter to the managers, when is the timing on that?

Maggie Downing said the letter Tom Guerino is referring to is National Grid is the gas provider on the Cape, and they are also an energy efficiency provider. Last month they filed with the Department of Public Utilities asking for exclusive rights to serve emergency efficiency services to homes that are heated with gas as opposed to allowing the customer to choose their energy efficiency provider. The Compact objects to that so I will be sending out electronically a letter asking each of the Boards of Selectmen to support customer choice. I will be sending out that letter tomorrow.

Bob Schofield said all the towns are the posture of what the Cape Light Compact is all about. This aggregation was formed by all the towns on the Cape and all the villages on Martha's Vineyard. Being advocated for our rate payers, is one of our major goals for the Cape Light Compact. We are the only ones in a position to do this because of our size and what we are here for.

11) Selectmen's Business -

a. Budget discussion - broad thoughts on outcomes for FY18

Don Pickard said this is a broad based discussion we will probably have to discuss this over the next several months and at some point take a vote on the Boards positions on what they would like to see. Some examples are to ensure our expenditures and our revenues are in line so we don't have to depend on free cash. I like to see the reporting structure of the Town Administrator. As part of that develop the position of the Assistant Town Administrator. To view all the retirements, we have several coming up. Board authorizations. I think we should relook at these. We should study all the positions and replacements to make sure they are justified. We should look at ways to automate.

Pete Meier spoke about the project budget discussion last night with the School Building Committee.

Michael Blanton said the position like Assistant Town Manager and looking at costs for that. It would be a good conversation to have for what the value is to the town, and what savings it would potentially bring to us. Along with the Assistant Town Manager also an Economic Development Specialist, and how we would budget for that, what value they could bring, what cost could we bear. Looking to switch the tax burden onto the commercial end rather than the residential end.

George Slade said during our usual budget process we get information from the Finance Director. We have a six moth second quarter review, it gives us a good overview of how we are overspending or under-spending. Also turn-backs, would there be a specific period of time before we finish the budget when turn-backs could be looked at and see what we can anticipate. Maybe the end of the third quarter, so we could have a little bit more information at Town Meeting.

Stephen Mealy suggested each of the Board members write down the comments that were presented, because some of the thought are outside the typical budget discussion that has been in the past. We have a number of opportunities with replacing individuals, reclassification of individuals, and looking for ways of perhaps doing business different than we have in the past. It would be worthwhile to incorporate that as part the initial generation of what the budget should look like. It would be nice if we could come up with the number of what it will be early in the budget process. I wanted to bring up a report I was able to retain from Mashpee. It is a summary of the important meeting that take place. Mr. Mealy went over that report.

FY 2017 IMPORTANT DATES**BUDGET SCHEDULE**

Joint Public Hearing on Budget Priorities	September 21, 2016	Bc Fi
Town Administrator Budget Policy Recommendation to Board of Selectmen	October 5, 2016	Tc
Budget Policy Final Approval	October 19, 2016	Bc
Budget to Town Administrator	November 11, 2016	De
Budget to Board of Selectmen and Finance Committee	January 13, 2017	Tc
Joint Public Hearing	March 15, 2017	Fi Bc

CAPITAL IMPROVEMENT PLAN SCHEDULE

Plan to Town Administrator	November 11, 2016	De
Plan to Board of Selectmen and Finance Committee	January 13, 2017	Tc
Publication of Hearing Notice	February 5, 2017	Tc
Joint Public Hearing	February 17, 2017	Fi Bc

MISCELLANEOUS

Public Information Meeting	July 20, 2016	Bc
Committee Orientation	September 26, 2016	Bc Ac
Annual Town Reports Due	January 6, 2017	De Bc Ch

FALL SPECIAL TOWN MEETING SCHEDULE

Action by	Action	Day and Date Required by
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N/A

Opening of STM Warrant	August 25, 2016 @ 8:30 a.m.	
Closing of STM Warrant	Sept. 9, 2016 @ 4:30 p.m.	N/
Warrant Article Recommendations	Sept. 23, 2016	Bc Fi
Warrant to Printer	Sept. 23, 2016	Tc
Publishing of Warrant	October 7, 2016	Tc
Special Town Meeting	October 24, 2016	N/

ANNUAL/SPECIAL TOWN MEETING SCHEDULE

Action	Day and Date Required by	Ac
Call Meeting/ Election: vote	January 18, 2017	Bc
Publish dates of Warrant Opening and Closing	February 3, 2017	Tc
Opening of ATM Warrant	February 7, 2017 @ 8:30 a.m.	N/
Closing for Depts. Committees, February 24, 2017 @ 4:30 p.m.	Board and Committee	De
Closing of ATM Warrant	March 9, 2017 @ 4:30 p.m.	N/
Opening of STM Warrant	March 9, 2017 @ 8:30 a.m.	N/
Closing of STM Warrant	March 24, 2017 @ 4:30 p.m.	N/
Warrant Article Recommendations	April 7, 2017	Bc Fi
Warrant to Printer	April 7, 2017	Tc
Publishing of Warrant	April 21, 2017	Tc
Annual Town Meeting	May 8, 2017	N/
Annual Town Election	May 16, 2017	N

APPROVED BY BOARD OF SELECTMEN: JULY 6, 2016

Don Pickard suggested himself and Stephen Mealy sit with the Town Administrator.

Stephen Mealy said it gives a broad view looking down through the calendar from the beginning of the FY to the end of what has to get done and who is involved.

Tom Guerino said it is something that we should sit down and implement. Even though the dates are there people are still scrambling towards the end of the dates to get the things done by those dates. The budget liaisons have to get together soon. Don Pickard requested budget liaisons be put on the next agenda. Tom Guerino said one of the things you need to look at is a more priority of what the community priorities are; administrative capacity, economic development capacity, health and human service capacity, and how do we fit those, and what part of the budget. How important is it to the citizens through the elected representative, how important are these pieces. Then work the budget toward that.

12) Town Administrator's Report

- a. Memorial bench policy
- b. Housing Authority vacancy procedures.

Tom Guerino said the Housing Authority Vacancy will take a joint Board action for replacing some of the lease.

Tom Guerino said relative to the memorial bench policy, I've had this go by folks in my office; we bring forward for your consideration as a police. It will take a 3 vote. It is in tonight just for review. It is a hybrid from different communities that have policies. Once the Board if they choose to move this forward as a formal policy, then after 1st reading it will go out to a number of different departments for their review.

December 1st here and out back the annual holiday lighting will occur. There will be activities inside and outside of the facility. They will flip the switch at 6:00.

Mr. Guerino wanted to note within the last couple of weeks relative to the Buzzards Bay Park we have awarded a first phase construction bid to Marini Construction Company from Newton, MA the low bid came in at \$539,000.

13) Selectmen's Reports

Michael Blanton said he visited Upper Cape School's Open House. It was a well run event. They have a variety of trades.

Peter Meier said last Friday we were at the event for Sandwich and Socials Monument. Thank Don Ellis, Dick Conron, Don Dastous, Jonathan, and George Sala. It came out great and it was greatly attended. Last night we had the Peebles School Building Committee meeting. There are two more tours. One on November 19th and the other on December 3rd from 1:00-3:00. We are meeting one more time before the election. Jim Potter will be here on the last meeting of the month under public comment to speak about the upcoming election.

George Slade attended Lime Disease Support Group meeting last week. We seem to be behind when it comes to treating Lime Disease. The complications and finding good treatment is

staggering. It's very difficult to reconcile with the Center for Disease Control and finding out what the systems are and how to best treat the disease. I would like to touch base with them again to see how they are doing. Veterans day ceremony was really good. I attended the Veteran's Day event at the High School. It gave the students an opportunity to discuss events with veterans. I attended the Little Mermaid performance, it was directed by Mary Murphy.

Peter Meier said over the years we have recognized athletic teams at the high school, but we haven't done anything to recognize Mary Murphy for what she has done for the theater arts group. We need to give her a certificate, acknowledge her for what she has done.

Stephen Mealy said I have done a little work on the social media policy. We are in the minority of not having anything.

Progress made on Social Media Policy review from other communities. Will prepare summary, similar to that provided for Wastewater Allocation Policy. Will include policies from:

- Mass.gov
- Auburn
- Concord
- Oxford
- Westford
- Blank Sample Policy

CCSA Meeting.

The Cape Cod Selectman's and Councilor's Association meeting this Friday morning at 7:30 at the Hyannis Golf Club will present an overview of the new Public Records Law, including Legal requirements and Practical Considerations, presented by John Giorgio, Attorney Kopelman Paige and Sandwich Town Clerk Taylor White. All should plan to attend, including the TA, Clerk.

Our Agendas are lacking in some additional information, in my opinion. Ex:

- Item 7. Tonight's 7:15 Reclassification Hearing. Reclassifying what? A brief sentence explaining to the public this is a reclassifying of Property Taxes and determining if we stay with one rate or divide into residential and commercial.
- Item 10. Maggie Downing presentation. Who is Maggie Downing and what is she presenting

I ask we provide a line to each Agenda Item to explain what the item is.

DPW Reminder.

As a reminder, The DPW has started effective November 3rd, enforcing the rules and regulations for curbside single stream re-cycling and waste collection. Specifically:

- Lids of Containers must close completely. No materials hanging/blocking cover.
- No additional boxes/bags/barrels will be collected. Only Town -Supplied the Blue Containers.

Public Workshop, Open Space and Public Parks Workshop

A public Workshop will be held on November 16 (tomorrow) at 7-9 PM at the Media Center at the Bourne Middle School on 77 Waterhouse Road to discuss the actions the Town should take for protecting Open Space, Town Playgrounds, parks and recreational facilities. All are invited. There

is an on-line survey, very short that interested persons can take to provide feedback. A link is available on the town website if you go to the Workshop announcement for 7PM November 17, under "more" information.

Food Pantry

Food Pantry Contributions at the Market Basket, Post Offices, Community Center and Food Pantry.

FY2017 Important Date Schedule List Currently used in the Town of Orleans

I have copies for an important dates calendar listing that is simple and only two pages that is used in the town of Orleans successfully. It is generated by the Town Manager's office and approved by the BOS and contains the major meetings, who is responsible for attending, etc. It covers:

- The Budget Schedule
- Capital Improvement Plan Schedule
- Miscellaneous Meetings (Public Info, Committee Orientation, Annual Town Report Due, etc.)
- Town Meetings including Fall Special, Winter Special and Annual Identifying Warrant Open/Close dates, Posting dates, etc.

We have a lengthy calendar and this is a clearer and shorter version that can address important dates throughout the year and be used effectively by the TA, Finance, FinCom, BOS and other departments. I would urge the Board to consider such a summary be included and updated in our Policies and Procedures.

Don Pickard said we have discussed previously the Administrators Contract we are going to evaluate; I want to expedite the process. I have for each member of the Board the last 3 contracts. Would like to have each member take a look at it. Would like to have an executive session next Tuesday. Would like to have two members meet with the administrator and go over and negotiate with Tom Guerino, those two members will come back to the Board with a notification whether it is an impasse or it is a go. We can do remote participation

George Slade questioned do we have a refined snapshot of meetings going forward?
Tom Guerino said we will meet November 22nd and 29, December 6th and 13th.

Peter Meier said can we have the information for the December 6th ballot on the web because the public doesn't know when it is.

The next Bourne Selectmen meeting will be on Tuesday, November 22nd at 7:00 P.M.

14) Adjourn

Voted Peter Meier moved and seconded by Michael Blanton to adjourn. Meeting adjourned at 9:25 pm. Vote 5-0.

Respectfully submitted – Carole Ellis, secretary.