Board of Selectmen
Meeting Notice
AGENDA

Date	Time	Location
November 15, 2022	7:00 PM	Bourne Veterans' Community Building – Rm 2 239 Main St., Buzzards Bay Or virtually (see information below)

The Zoom chat will not be monitored. Participants who wish to speak must raise the hand icon until the Chair asks them to unmute. Note this meeting is being recorded for live broadcast and televised replay by BourneTV. If anyone is audio or visual recording, please acknowledge it at this time.

Zoom Meeting ID: 869 5775 5505 **Password: 529740**

RECEIVED
2022 NOV 10 AM 9:26
TOWN CLERK BOURNE

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

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

1. Moment of Silence to recognize our Troops and our public safety personnel

2. Salute to the Flag

3. Vision: Bourne is a proud community that embraces change while respecting the rich heritage of the town and its villages. It is a municipality based on strong fiscal government with a durable economy that recognizes the rights of all citizens, respects the environment, especially the coastal areas of the community and the amenities that it affords. Bourne embraces excellent education, and offers to citizens a healthy, active lifestyle.

4. Mission: Bourne will maximize opportunities for social and economic development while retaining an attractive, sustainable and secure coastline and environment for the enjoyment of residents and visitors. Through responsible and professional leadership and in partnership with others, Bourne will strive to improve the quality of life for all residents living and working in the larger community.

5. Public Comment on Non-Agenda Items - Public comments are allowed for up to a total of 12 minutes at the beginning of each meeting. Each speaker is limited to 3 minutes for comment. Based on past practice, members of the Board are not allowed to comment or respond.

6. Appointments and Licenses
   a. Discussion and possible vote to approve the Common Victualer Application for Wicked Fire
   b. Discussion and possible vote to appoint Lt. Economides to the Bourne Human Services Committee as the Police Department Representative for a term ending June 30, 2024
   c. Discussion and possible vote to appoint Chief Esip to the Roadway Traffic Safety Committee as the Police Department Representative for a term ending June 30, 2023

7. Selectmen's Business
   a. Discussion and possible vote to allow N. Mitchell of Kind Hearts of Kids to hold a fundraiser at Buzzards Bay Park on 9/9/2023

b. Discussion and possible vote to allow R. Burt of the Weary Travelers Club to hold their 43rd Annual Winter Fun Run on 1/8/2023
c. Discussion and possible vote to allow Bourne High School to hold a bonfire before the Thanksgiving Day football game on 11/22/22.
d. Discussion and possible vote to allow the Bourne Recreation Department to host Paws with Claus Holiday Event at Buzzards Bay Park on 12/14/22
e. Discussion and possible vote to allow Girl Scout Troop 62037 to sell Cocoa Bombs for a fundraiser at Buzzards Bay Park on 12/3 and 12/17/22.
f. Report by the South Side Fire Station Building Committee – discussion and possible vote to enter into negotiations for site acquisition.
g. Presentation by the Recreation Department and Recreation Committee regarding goals, priorities and work plan for the remainder of FY23.
h. Report from the IT Department regarding ongoing initiatives and use of ARPA funds.
i. Initial discussion on the Board of Selectmen's Budget Priorities for FY24.
j. Discussion and possible vote regarding Robert Gray's Conflict of Interest Disclosure Form (member Conservation Commission) with Bracken Engineering projects.
k. Discussion and possible vote to transfer care and custody of the Bourne Bicentennial Quilt from the Selectmen to the Library Board of Trustees.
l. Vote to open the warrant for the May 1, 2023 Annual Town Meeting Warrant on Monday, December 5, 2022 at 8:30 am, and close it on Friday, February 24, 2023 at 4 pm.
m. Vote to open the warrant for the May 1, 2023 Special Town Meeting Warrant on Monday, December 5, 2022 at 8:30 am, and close it on Friday, March 17, 2023 at 4 pm.

8. Town Administrator Report

9. Minutes: 10/11/22

10. Correspondence

11. Committee Reports

12. Other Business

13. Upcoming meetings: November 29 (BOSC), December 6, December 13 (tentative BOSC), December 20, 2022.

Town of Bourne, MA

11/03/2022

TA-5

Selectmen/Administrator Routing Slip

Status: Active

Date Created: Oct 31, 2022

Applicant

Joshua Lowden

[redacted]

Primary Location

85 MAIN ST Unit 89 Main
Unit 89 Main
Bourne, MA 02532

Town of Bourne Interdepartmental Advisory Form

Start Date

10/31/2022

Owner/Applicant

Joshua Lowden

Project Location

89 Main St, Buzzards Bay

Nature of request

Common Vic Application
Wicked Fire LLC, Wicked Fire
Leasing property
hours: 11-6
seating: 30
location was previously Vela's Juice Bar

Liability Insurance Naming Town of Bourne as Additonal Insured. Has applicant provided insurance?

Yes

☐

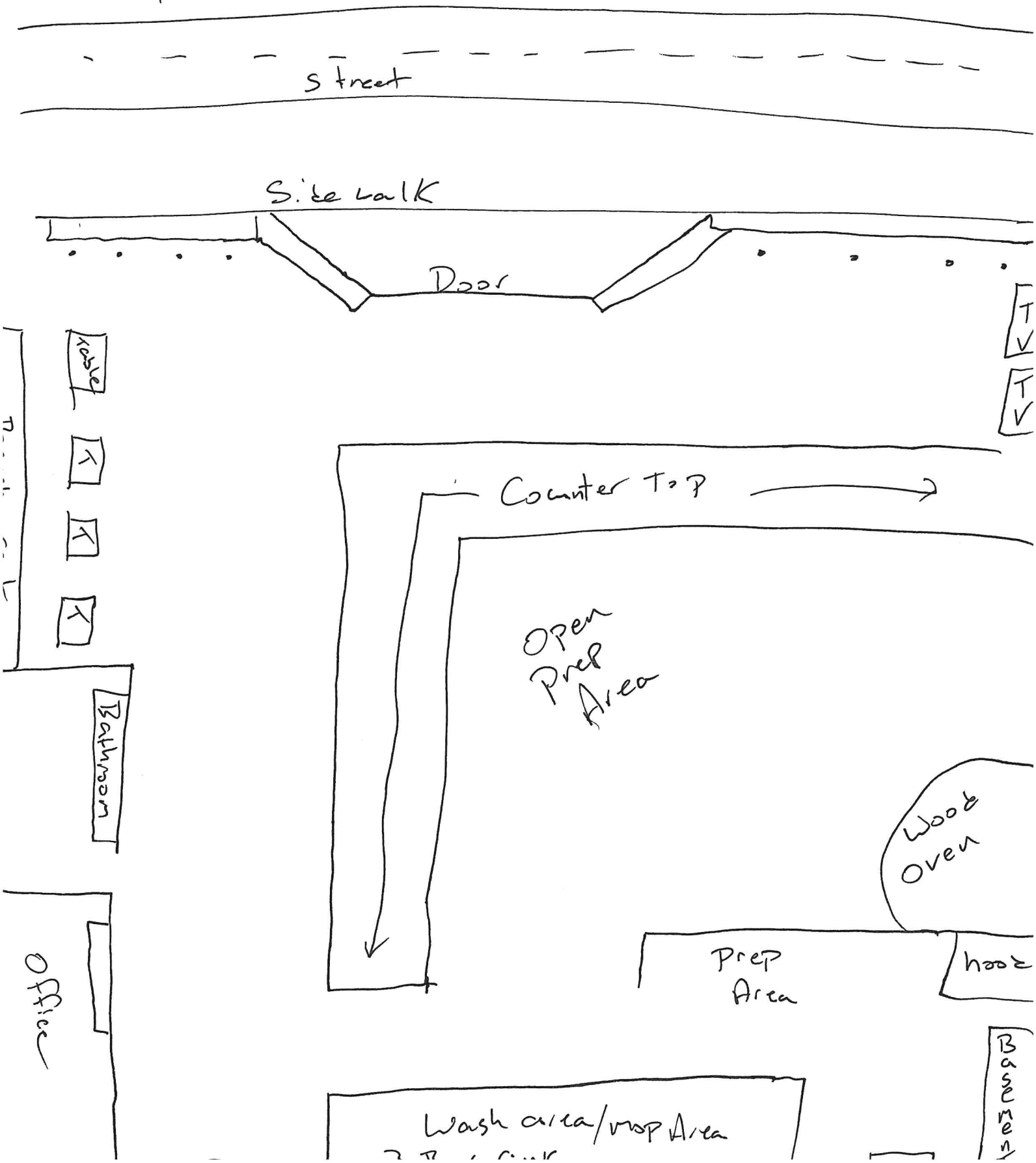
No

☐

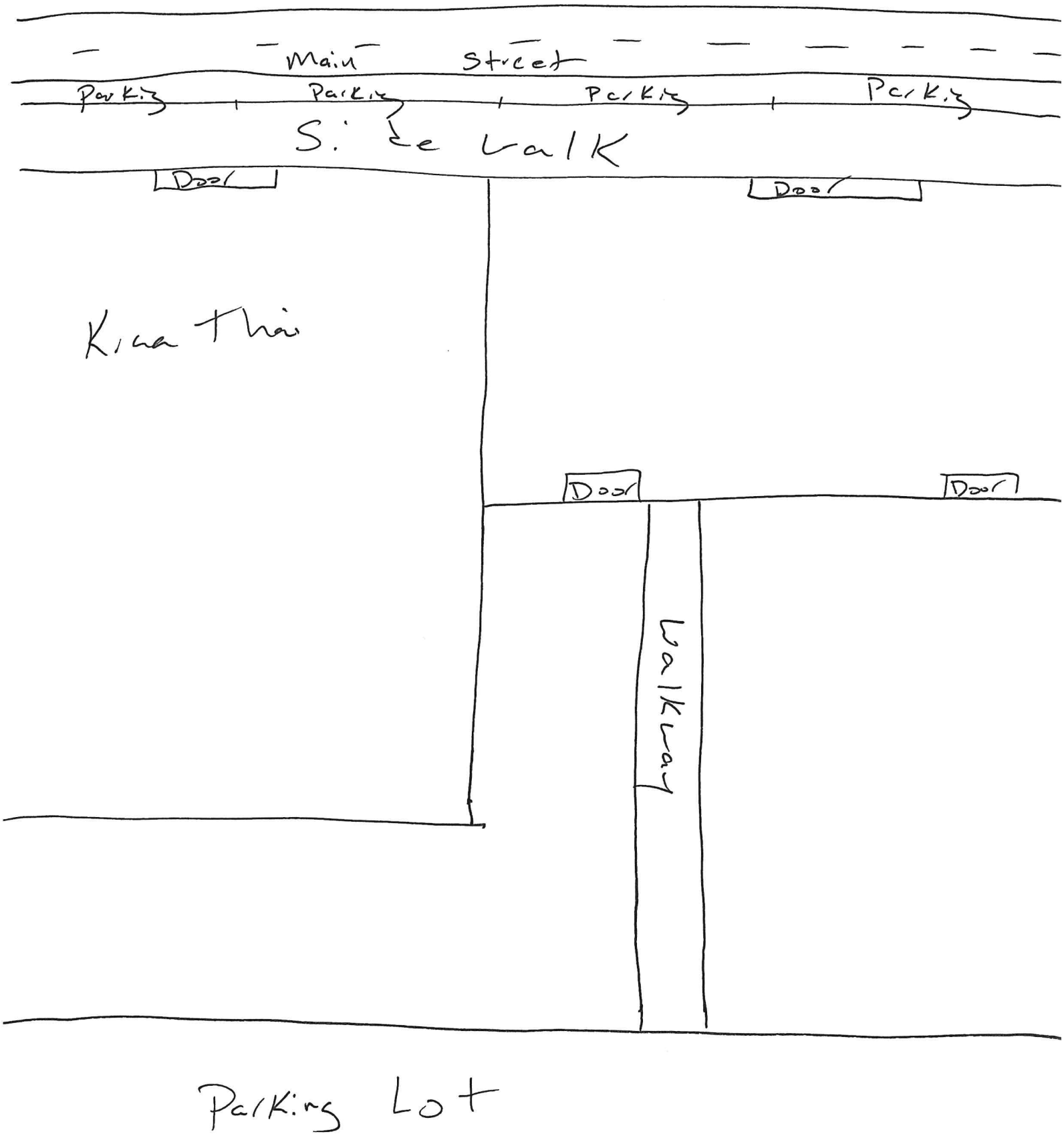
N/A

☑

Wicked Fire
89 Main St, Buzzards Bay
Layout plan 10.28.22



Wicke Fire - Site Parking Plan
89 Main St. Buzzards Bay



NOTICE OF ASSIGNMENT

EMPLOYER:
WICKED FIRE LLC
[redacted]

COMBO I.D. 001256237

STATUS OF EMPLOYER Limited Liability Comp

COVERAGE GROUP 1344783

The Waiver of Our Right to Recover from Others Endorsement is available on Pool policies. Contact your agent for details.

Coverage under this assignment applies to Massachusetts operations only. For coverage outside of Massachusetts, contact the appropriate Pool or Plan for that state.

AGENT OR PRODUCER:
UNITED INSURANCE AGENCY INC
TAMMY BUCKLEY
P O BOX 1013
BUZZARDS BAY, MA 02532

AGENCY FEIN: 043374323

INSURANCE COMPANY:
PENNSYLVANIA MANUFACTURERS ASSOC INS CO
PMA INSURANCE CO / ORMARKS
P O BOX 9325
MINNEAPOLIS, MN 55440-9235
(877) 347-3596

[redacted]

COMMENTS
Coverage effective 12:01 AM on 11/03/22.

DATE OF NOTICE: 11/03/22

PREPARED BY: Taja Boone
EXT 537

*** * SERVICING CARRIER ASSIGNMENT * ***

LETTER ID: 6022767

Town of Bourne, MA

11/10/2022

TA-5

Selectmen/Administrator Routing Slip

Status: Complete

Date Created: Oct 31, 2022

Timeline

Label		Status	Activated	Completed	Assignee	Due Date
✓	Building Inspector	Complete	Oct 31, 2022 at 9:53 am	Oct 31, 2022 at 9:59 am	Ann Gutterson	-
✓	Department of Natural Resources	Complete	Oct 31, 2022 at 9:53 am	Oct 31, 2022 at 10:47 am	Christopher Southwood	-
✓	Engineering	Complete	Oct 31, 2022 at 9:53 am	Oct 31, 2022 at 11:12 am	Tim Lydon	-
✓	Fire Department	Complete	Oct 31, 2022 at 9:53 am	Oct 31, 2022 at 11:18 am	David Pelonzi	-
✓	Sewer Commissioners	Complete	Oct 31, 2022 at 9:53 am	Oct 31, 2022 at 2:11 pm	Maria Simone	-
✓	Planning Department	Complete	Oct 31, 2022 at 9:53 am	Nov 1, 2022 at 9:03 am	Tracy Sullivan	-
✓	Recreation Department	Complete	Oct 31, 2022 at 9:53 am	Nov 1, 2022 at 9:35 am	Kathryn Matthews	-
✓	Board of Health	Complete	Oct 31, 2022 at 9:53 am	Nov 2, 2022 at 8:15 am	Kaitlyn Shea	-
✓	Assessors	Complete	Oct 31, 2022 at 9:53 am	Nov 2, 2022 at 11:14 am	Rui Pereira	-
✓	Department of Public Works	Complete	Oct 31, 2022 at 9:53 am	Nov 2, 2022 at 11:20 am	Matthew Quinn	-
✓	Conservation Commission	Complete	Oct 31, 2022 at 9:53 am	Nov 4, 2022 at 2:39 pm	Stephanie Fitch	-
✓	Police Department	Complete	Oct 31, 2022 at 9:53 am	Nov 7, 2022 at 11:34 am	Brandon Esip	-
✓	Town Collector	Complete	Oct 31, 2022 at 9:53 am	Nov 8, 2022 at 12:06 pm	Town Collector	-
✓	Town Clerk	Complete	Oct 31, 2022 at 9:53 am	Nov 10, 2022 at 9:40 am	Mary Fernandes	-
✓	Town Administrator	Complete	Nov 10, 2022 at 9:40 am	Nov 10, 2022 at 9:47 am	Maria Simone	-

Town of Bourne, MA

11/03/2022

TA-5

Building Inspector

Selectmen/Administrator Routing Slip

Status: Complete

Assignee: Ann Gutterson

Became Active: 10/31/2022

Completed: 10/31/2022

Applicant

Joshua Lowden

[redacted]

Primary Location

85 MAIN ST Unit 89 Main
Unit 89 Main
Bourne, MA 02532

Comments

Ann Gutterson, Oct 31, 2022 at 9:59am

Will need a certificate of insurance with the building dept. https://bournema.viewpointcloud.com/categories/1071/record-types/1006476 (https://bournema.viewpointcloud.com/categories/1071/record-types/1006476)

Joshua Lowden, Oct 31, 2022 at 10:30am

Thank you Ann we are signing all of our insurance paperwork Wednesday and then I will submit it for you. Thanks again

Town of Bourne, MA

11/03/2022

TA-5

Planning Department

Selectmen/Administrator Routing Slip

Status: Complete

Assignee: Tracy Sullivan

Became Active: 10/31/2022

Completed: 11/01/2022

Applicant

Joshua Lowden

[redacted]

Primary Location

85 MAIN ST Unit 89 Main
Unit 89 Main
Bourne, MA 02532

Comments

Tracy Sullivan, Nov 1, 2022 at 9:03am

Restaurant allowed by right - Applicant must have signage approved by the Design Review Committee, application fee is $30, please contact me at 508-759-0600 ext. 1301 or by email tsullivan@townofbourne.com (mailto:tsullivan@townofbourne.com)

Joshua Lowden, Nov 1, 2022 at 9:16am

Thank you Tracy, I have 2 sign companies that are very familiar with the town and when we pick one we will submit everything. Thank you again.

Tracy Sullivan, Nov 1, 2022 at 9:21am

Great, we will see you soon

Town of Bourne, MA

11/03/2022

TA-5

Board of Health

Selectmen/Administrator Routing Slip

Status: Complete

Assignee: Kaitlyn Shea

Became Active: 10/31/2022

Completed: 11/02/2022

Applicant

Joshua Lowden

[redacted]

Primary Location

85 MAIN ST Unit 89 Main
Unit 89 Main
Bourne, MA 02532

Comments

Kaitlyn Shea, Nov 2, 2022 at 8:15am

Food Permit #FE-23-13

From:	Marlene McCollem
To:	Brandon Esip
Cc:	Kathleen Thut; Maria Simone
Subject:	RE: Town Committees with Police Representatives
Date:	Wednesday, November 2, 2022 11:52:04 AM

Sounds good, Brandon.
Please let Maria & Kathleen know if any of these need to be voted by Select Board.

Otherwise, just follow up with Barry if they are your appointments.

Thanks,
Marlene

From: Brandon Esip
Sent: Tuesday, November 1, 2022 9:19 PM
To: Marlene McCollem <mmccollem@townofbourne.com>
Subject: Town Committees with Police Representatives

Marlene,

Now that we have all the command staff positions filled, I would like to make some changes to the police department appointments on various committees so the appointments align more with their current roles within the department. Since we already resolved the Bylaw Committee, I think that leaves three committees left that have PD representatives.

Human Services
I am the current human services representative, and I would like to step down from that position and Lt. Economides will be replacing me as the representative for the department.

Roadway Traffic Safety Committee
Lt. Stowe is the current representative. I will be replacing him as the police department representative.

Local Emergency Planning Committee
Lt. Stowe is the current representative. I haven't made a decision on this one yet as it would be part of the larger emergency management discussion, so we can leave it be for now.

Thank-you,
Brandon

Town of Bourne, MA

10/31/2022

EA-22-32

Use of Town Property Event Application

Status: Active

Date Created: Oct 9, 2022

Applicant

Nicole Mitchell

[redacted]

Primary Contact Information

Name

Nicole Mitchell

Business/Organization Name (if applicable)

Kind Hearts for Kids Inc.

Mailing Address

[redacted]

Cell Phone No.

[redacted]

Email

kindheartsforkidsinc@gmail.com

Event Information

Organization/Individual Hosting the event

Kind Hearts for Kids Inc.

Type of Organization (LLC, non-profit)

Non-Profit

Type of Event (i.e. banquet/concert/fundraiser/party)

Fundraiser/Kindness Festival

Location of Event

Buzzards Bay Park - Pavillion

Date(s) of Event

9/9/2023 Rain Date 9/10/2023

Set up/Clean up Dates

9/9/23 or 9/10/23

Hours (start and end times)

8am-6pm

Total Attendance Expected

500

Description of Event

Kindness Festival Fundraiser including Food Trucks, Vendors, Kids Zone, Petting Zoo etc.

Will admission be charged?

No

Is event open to the public?

Yes

Will you event impact parking?

Yes

Will your event impact traffic?

No

Any event that will impact parking or traffic must reach out to the Police Department four weeks prior to event.

Will there be alcohol service/ on-premise consumption?

No

Alcoholic beverages are not permitted on Town property without a license issued by the Board of Selectmen. A separate application and fee is required.

Will there be food?

Yes

Describe type of food

Food trucks and bake sale

Will there be vendors?

Yes

Describe type(s) of Vendors

Artisan Craft Vendors

Will a tent be used?

No

No stakes are allowed at Buzzards Bay Park. No grills, propane tanks, space heaters, or smoking under tent. A clear exit and fire extinguisher is required. A separate tent application from the building department is required.

Will you be holding a raffle?

Yes

Only a non profit organization who has been organized and functioning in the Commonwealth of Massachusetts for two years can hold a raffle. A separate Raffle Permit from the Clerk's Office is required.

Use of Electricity/generators?

Yes

If Yes for what purpose

Gazebo for music, and pavilion for food trucks

Will you require portable toilets?

Yes

Portable toilets are the responsibility of event organizer.

Rules & Regulations

By checking this box, I have read and agree to Town of Bourne's rules & regulations

☑

Hold Harmless Agreement

Signature

Nicole J Mitchell
10/09/2022

Signature

Signature

Nicole J. Mitchell
10/09/2022

Attachments

No attachments

Town of Bourne, MA

10/31/2022

EA-22-32

Building Inspector Comments

Use of Town Property Event Application

Status: Complete

Assignee: Ann Gutterson

Became Active: 10/25/2022

Completed: 10/25/2022

Applicant

Nicole Mitchell

[redacted]

Comments

Ann Gutterson, Oct 25, 2022 at 9:35am

Any "pop up tents" larger than 10x10 will need a permit and flame retardant certification.

Town of Bourne, MA

10/31/2022

EA-22-32

Recreation Department Comments

Use of Town Property Event Application

Status: Complete

Assignee: Kathryn Matthews

Became Active: 10/25/2022

Completed: 10/25/2022

Applicant

Nicole Mitchell

[redacted]

Comments

Kathryn Matthews, Oct 25, 2022 at 9:37am

Applicant must receive permission from Army Corps of Engineers for use of parking and facilities.

https://www.nae.usace.army.mil/Portals/74/docs/Recreation/CCC/2019Rec/CCC-SpecialEventPermitApplication2019.pdf

Town of Bourne, MA

10/31/2022

EA-22-32

Fire Department Comments

Use of Town Property Event Application

Status: Complete

Assignee: David Pelonzi

Became Active: 10/25/2022

Completed: 10/25/2022

Applicant

Nicole Mitchell

[redacted]

Comments

David Pelonzi, Oct 25, 2022 at 9:51am

Will need an inspection by the fire department. Any propane over 42 lbs., not attached to food trucks will need a permit.

Town of Bourne, MA

10/31/2022

EA-22-32

DPW Comments

Use of Town Property Event Application

Status: Complete

Assignee: Matthew Quinn

Became Active: 10/25/2022

Completed: 10/25/2022

Applicant

Nicole Mitchell

[redacted]

Comments

Matthew Quinn, Oct 25, 2022 at 2:39pm

Ok, we just ask as stated in rules and regs. All rubbish is carry in carry out. thank you.

Town of Bourne, MA

10/31/2022

EA-22-32

Police Department Comments

Use of Town Property Event Application

Status: Complete

Assignee: Brandon Esip

Became Active: 10/25/2022

Completed: 10/26/2022

Applicant

Nicole Mitchell

[redacted]

Comments

Brandon Esip, Oct 26, 2022 at 8:25am

Food trucks must have proper Hawker/Peddler license through the PD. For a full day event like likes with the number of people expected, 1 detail officer needed for crosswalk/crowd. Please contact department 3 weeks prior to the event to work out details and to confirm food trucks are licensed.

Town of Bourne, MA

10/31/2022

EA-22-32

Health Agent Comments

Use of Town Property Event Application

Status: Complete

Assignee: Kaitlyn Shea

Became Active: 10/25/2022

Completed: 10/26/2022

Applicant

Nicole Mitchell

[redacted]

Comments

Kaitlyn Shea, Oct 26, 2022 at 11:48am

Please be sure all food vendors submit a Temporary Food Permit application to the Health Department about a month or so before the event is to take place. Thank you.

Town of Bourne, MA

10/31/2022

EA-22-32

Use of Town Property Event Application

Status: Active

Date Created: Oct 9, 2022

Applicant

Nicole Mitchell

[redacted]

Timeline

Label		Status	Activated	Completed	Assignee	Due Date
✓	Application Content and Attachments	Complete	Oct 9, 2022 at 11:06 am	Oct 25, 2022 at 9:33 am	Maria Simone	-
✓	Building Inspector Comments	Complete	Oct 25, 2022 at 9:33 am	Oct 25, 2022 at 9:35 am	Ann Gutterson	-
✓	Recreation Department Comments	Complete	Oct 25, 2022 at 9:33 am	Oct 25, 2022 at 9:37 am	Kathryn Matthews	-
✓	Fire Department Comments	Complete	Oct 25, 2022 at 9:33 am	Oct 25, 2022 at 9:51 am	David Pelonzi	-
✓	DNR Comments	Complete	Oct 25, 2022 at 9:33 am	Oct 25, 2022 at 10:05 am	Christopher Southwood	-
✓	Engineering Department Comments	Complete	Oct 25, 2022 at 9:33 am	Oct 25, 2022 at 11:05 am	Tim Lydon	-
✓	Town Collector's Comments	Complete	Oct 25, 2022 at 9:33 am	Oct 25, 2022 at 12:11 pm	Town Collector	-
✓	DPW Comments	Complete	Oct 25, 2022 at 9:33 am	Oct 25, 2022 at 2:39 pm	Matthew Quinn	-
✓	Police Department Comments	Complete	Oct 25, 2022 at 9:33 am	Oct 26, 2022 at 8:25 am	Brandon Esip	-
✓	Town Planner Comments	Complete	Oct 25, 2022 at 9:33 am	Oct 26, 2022 at 10:40 am	Tracy Sullivan	-
✓	Health Agent Comments	Complete	Oct 25, 2022 at 9:33 am	Oct 26, 2022 at 11:48 am	Kaitlyn Shea	-
✓	Conservation Agent Comments	Complete	Oct 25, 2022 at 9:33 am	Oct 27, 2022 at 3:08 pm	Stephanie Fitch	-
✓	Sewer Commissioner Comments	Complete	Oct 25, 2022 at 9:33 am	Oct 28, 2022 at 10:39 am	Maria Simone	-
✓	Town Clerk's Comments	Complete	Oct 25, 2022 at 9:33 am	Oct 28, 2022 at 10:41 am	Mary Fernandes	-
✓	Town Administrator's Comments	Complete	Oct 28, 2022 at 10:41 am	Oct 28, 2022 at 10:56 am	Mary Rebello	-
✓	Board of Selectmen Vote	Active	Oct 28, 2022 at 10:56 am	-	-	-
	Temporary Event Permit Issued	Inactive	-	-	-	-

Town of Bourne, MA

11/03/2022

EA-22-33

Use of Town Property Event Application

Status: Active

Date Created: Oct 19, 2022

Applicant

Robert Burton
[redacted]

Primary Location

77 VALLEY BARS RD
Bourne, MA 02532

Owner:

REALTY TRUST
MONUMENT BEACH, MA 02553

Primary Contact Information

Name
Robert Burt

Business/Organization Name (if applicable)
Weary Travelers Club

Mailing Address
77 Valley Bars Rd

Cell Phone No.
[redacted]

Email
[redacted]

Event Information

Organization/Individual Hosting the event
Cape Cod Road Runners

Type of Organization (LLC, non-profit)
informal group

Type of Event (i.e. banquet/concert/fundraiser/party)
43rd Winter Fun Run

Location of Event

Town Roads

Will your event require road closures?

No

Date(s) of Event

1/8/2023

Set up/Clean up Dates

--

Hours (start and end times)

10:30a

Total Attendance Expected

100

Description of Event

Starts at Weary Travelers Club, uses Clay Pond Rd, west on Beach St, south on Shore Rd, Midway St, then right on Harwood St, east on Valley Bars Road, north on County Road, and east on Clay Pond rd to return to the club. Will be reaching out to PD for detail at County Rd and Clay Pond Rd intersection. Will reach out to FD to prepare for any race related calls. Participants sign waivers releasing Town of liability. All proceeds go to Bourne Community Boating (501c3 non profit) this year. Food and alcohol after the race will be at the Weary Traveler's Club.

Will admission be charged?

Yes

Is event open to the public?

Yes

Will you event impact parking?

No

Will your event impact traffic?

Yes

Any event that will impact parking or traffic must reach out to the Police Department four weeks prior to event.

Will there be alcohol service/ on-premise consumption?

Yes

Alcoholic beverages are not permitted on Town property without a license issued by the Board of Selectmen. A separate application and fee is required.

Will there be food?

Yes

Describe type of food

seafood chowder and fritters

Will there be vendors?

No

Will a tent be used?

No

Will you be holding a raffle?

No

No stakes are allowed at Buzzards Bay Park. No grills, propane tanks, space heaters, or smoking under tent. A clear exit and fire extinguisher is required. A separate tent application from the building department is required.

Only a non profit organization who has been organized and functioning in the Commonwealth of Massachusetts for two

years can hold a raffle. A separate Raffle Permit from the Clerk's Office is required.

Use of Electricity/generators?

No

Will you require portable toilets?

No

Portable toilets are the responsibility of event organizer.

Rules & Regulations

By checking this box, I have read and agree to Town of Bourne's rules & regulations

☑

Hold Harmless Agreement

Signature

Robert Burt
10/19/2022

Signature

Signature

Robert Burt
10/19/2022

Town of Bourne, MA

11/03/2022

EA-22-33

Use of Town Property Event Application

Status: Active

Date Created: Oct 19, 2022

Applicant

Robert Burton

[redacted]

Timeline

Label		Status	Activated	Completed	Assignee	Due Date
✓	Application Content and Attachments	Complete	Oct 19, 2022 at 11:53 am	Oct 19, 2022 at 11:58 am	Mary Rebello	-
✓	Health Agent Comments	Complete	Oct 19, 2022 at 11:58 am	Oct 19, 2022 at 12:03 pm	Kaitlyn Shea	-
✓	DNR Comments	Complete	Oct 19, 2022 at 11:58 am	Oct 19, 2022 at 12:15 pm	Christopher Southwood	-
✓	Building Inspector Comments	Complete	Oct 19, 2022 at 11:58 am	Oct 19, 2022 at 12:16 pm	Ann Gutterson	-
✓	Town Collector's Comments	Complete	Oct 19, 2022 at 11:58 am	Oct 19, 2022 at 1:00 pm	Town Collector	-
✓	Engineering Department Comments	Complete	Oct 19, 2022 at 11:58 am	Oct 19, 2022 at 2:17 pm	Tim Lydon	-
✓	Town Planner Comments	Complete	Oct 19, 2022 at 11:58 am	Oct 19, 2022 at 2:24 pm	Tracy Sullivan	-
✓	Conservation Agent Comments	Complete	Oct 19, 2022 at 11:58 am	Oct 20, 2022 at 10:42 am	Stephanie Fitch	-
✓	Fire Department Comments	Complete	Oct 19, 2022 at 11:58 am	Oct 20, 2022 at 10:53 am	David Pelonzi	-
✓	DPW Comments	Complete	Oct 19, 2022 at 11:58 am	Oct 20, 2022 at 1:50 pm	Matthew Quinn	-
✓	Sewer Commissioner Comments	Complete	Oct 19, 2022 at 11:58 am	Oct 21, 2022 at 1:16 pm	Maria Simone	-
✓	Police Department Comments	Complete	Oct 19, 2022 at 11:58 am	Oct 26, 2022 at 8:27 am	Brandon Esip	-
✓	Town Clerk's Comments	Complete	Oct 19, 2022 at 11:58 am	Oct 28, 2022 at 10:42 am	Mary Fernandes	-
✓	Recreation Department Comments	Complete	Oct 19, 2022 at 11:58 am	Nov 1, 2022 at 9:34 am	Kathryn Matthews	-
✓	Town Administrator's Comments	Complete	Nov 1, 2022 at 9:34 am	Nov 1, 2022 at 3:26 pm	Maria Simone	-
✓	Board of Selectmen Vote	Active	Nov 1, 2022 at 3:26 pm	-	-	-
	Temporary Event Permit Issued	Inactive	-	-	-	-

Town of Bourne, MA

11/03/2022

EA-22-33

Health Agent Comments

Use of Town Property Event Application

Status: Complete

Assignee: Kaitlyn Shea

Became Active: 10/19/2022

Completed: 10/19/2022

Applicant

Robert Burton

[redacted]

Primary Location

77 VALLEY BARS RD
Bourne, MA 02532

Owner:

REALTY TRUST
MONUMENT BEACH, MA 02553

Comments

Kaitlyn Shea, Oct 19, 2022 at 12:03pm

Approved -- pending Weary's 2023 Food Permit renewal prior to December 31st.

Town of Bourne, MA

11/03/2022

EA-22-33

Police Department Comments

Use of Town Property Event Application

Status: Complete

Assignee: Brandon Esip

Became Active: 10/19/2022

Completed: 10/26/2022

Applicant

Robert Burton

[redacted]

Primary Location

77 VALLEY BARS RD
Bourne, MA 02532

Owner:

REALTY TRUST
MONUMENT BEACH, MA 02553

Comments

Brandon Esip, Oct 26, 2022 at 8:27am

Please contact the police department at least 3 weeks prior to the event to schedule detail and discuss the route.

Town of Bourne, MA

11/03/2022

EA-22-34

Use of Town Property Event Application

Status: Active

Date Created: Oct 28, 2022

Applicant

Kenneth Girouard

[redacted]

Primary Contact Information

Name

Ken Girouard

Business/Organization Name (if applicable)

BHS

Mailing Address

75 waterhouse rd Bourne ma 02532

Cell Phone No.

774-534-1262

Email

kengirouard@bourneps.org

Event Information

Organization/Individual Hosting the event

BHS

Type of Organization (LLC, non-profit)

Non-Profit

Type of Event (i.e. banquet/concert/fundraiser/party)

Bonfire for Thanksgiving day football game

Location of Event
Other

Other
BHS athletic field

Date(s) of Event
11/22/22

Set up/Clean up Dates
11/22/22

Hours (start and end times)
6:00pm - 8:00pm

Total Attendance Expected
50

Description of Event
Bonfire for BHS Football team to rally before Thankgiving Day game

Will admission be charged?
No

Is event open to the public?
Yes

Will you event impact parking?
No

Will your event impact traffic?
No

Any event that will impact parking or traffic must reach out to the Police Department four weeks prior to event.

Will there be alcohol service/ on-premise consumption?
No

Alcoholic beverages are not permitted on Town property without a license issued by the Board of Selectmen. A separate application and fee is required.

Will there be food?
No

Will there be vendors?
No

Will a tent be used?
No

No stakes are allowed at Buzzards Bay Park. No grills, propane tanks, space heaters, or smoking under tent. A clear exit and fire extinguisher is required. A separate tent application from the building department is required.

Will you be holding a raffle?
No

Only a non profit organization who has been organized and functioning in the Commonwealth of Massachusetts for two years can hold a raffle. A separate Raffle Permit from the Clerk's Office is required.

Use of Electricity/generators?
No

Will you require portable toilets?
No

Portable toilets are the responsibility of event organizer.

Rules & Regulations

By checking this box, I have read and agree to Town of Bourne's rules & regulations

☑

Hold Harmless Agreement

Signature

Ken Girouard
10/28/2022

Signature

Signature

Ken Girouard
10/28/2022

Town of Bourne, MA

11/07/2022

EA-22-34

Use of Town Property Event Application

Status: Active

Date Created: Oct 28, 2022

Applicant

Kenneth Girouard

[redacted]

Timeline

Label	Status	Activated	Completed	Assignee	Due Date
Application Content and Attachments	Complete	Oct 28, 2022 at 10:32 am	Oct 28, 2022 at 10:34 am	Maria Simone	-
Recreation Department Comments	Complete	Oct 28, 2022 at 10:34 am	Oct 28, 2022 at 10:35 am	Kathryn Matthews	-
Town Collector's Comments	Complete	Oct 28, 2022 at 10:34 am	Oct 28, 2022 at 10:37 am	Town Collector	-
DNR Comments	Complete	Oct 28, 2022 at 10:34 am	Oct 28, 2022 at 10:39 am	Christopher Southwood	-
Sewer Commissioner Comments	Complete	Oct 28, 2022 at 10:34 am	Oct 28, 2022 at 10:39 am	Maria Simone	-
Town Clerk's Comments	Complete	Oct 28, 2022 at 10:34 am	Oct 28, 2022 at 10:42 am	Mary Fernandes	-
Police Department Comments	Complete	Oct 28, 2022 at 10:34 am	Oct 28, 2022 at 10:44 am	Brandon Esip	-
Town Planner Comments	Complete	Oct 28, 2022 at 10:34 am	Oct 28, 2022 at 11:34 am	Tracy Sullivan	-
Health Agent Comments	Complete	Oct 28, 2022 at 10:34 am	Oct 28, 2022 at 12:03 pm	Kaitlyn Shea	-
Building Inspector Comments	Complete	Oct 28, 2022 at 10:34 am	Oct 28, 2022 at 12:38 pm	Ann Gutterson	-
Engineering Department Comments	Complete	Oct 28, 2022 at 10:34 am	Oct 28, 2022 at 1:49 pm	Tim Lydon	-
Fire Department Comments	Complete	Oct 28, 2022 at 10:34 am	Oct 31, 2022 at 2:47 pm	David Pelonzi	-
DPW Comments	Complete	Oct 28, 2022 at 10:34 am	Nov 2, 2022 at 11:21 am	Matthew Quinn	-
Conservation Agent Comments	Complete	Oct 28, 2022 at 10:34 am	Nov 4, 2022 at 2:33 pm	Stephanie Fitch	-
Town Administrator's Comments	Complete	Nov 4, 2022 at 2:34 pm	Nov 4, 2022 at 2:39 pm	Mary Rebello	-
Board of Selectmen Vote	Active	Nov 4, 2022 at 2:39 pm	-	-	-
Temporary Event Permit Issued	Inactive	-	-	-	-

Town of Bourne, MA

11/03/2022

EA-22-34

Police Department Comments

Use of Town Property Event Application

Status: Complete

Assignee: Brandon Esip

Became Active: 10/28/2022

Completed: 10/28/2022

Applicant

Kenneth Girouard

[redacted]

Comments

Brandon Esip, Oct 28, 2022 at 10:44am

Coordinate with SROs prior to event.

Town of Bourne, MA

11/03/2022

EA-22-34

Fire Department Comments

Use of Town Property Event Application

Status: Complete

Assignee: David Pelonzi

Became Active: 10/28/2022

Completed: 10/31/2022

Applicant

Kenneth Girouard

[redacted]

Comments

David Pelonzi, Oct 31, 2022 at 2:47pm

The following conditions will apply:

1. Approval by the Selectboard, in accordance with MGL c. 111, s 142H.
2. Provide a site plan showing distances to buildings and other combustibles, uploaded to this application.
3. The bonfire shall be under the continuous supervision of Fire Department personnel, in accordance with MGL c. 111, s. 142H.
4. Fire department personnel shall not ignite the bonfire.
5. A responsible party from Bourne Public Schools shall be in attendance for the duration of the event.

Town of Bourne, MA

11/07/2022

EA-22-35

Use of Town Property Event Application

Status: Active

Date Created: Nov 2, 2022

Applicant

Krissanne Caron
kcaron@townofbourne.com
239 Main Street
Buzzards Bay, Massachusetts 02532
50875906005302

Primary Contact Information

Name

Krissanne Caron

Business/Organization Name (if applicable)

Bourne Recreation

Mailing Address

239 Main Street

Cell Phone No.

508-400-2399

Email

kcaron@townofbourne.com

Event Information

Organization/Individual Hosting the event

Bourne Recreation

Type of Organization (LLC, non-profit)

Municipal

Type of Event (i.e. banquet/concert/fundraiser/party)

Paws with Claus Holiday Event

Location of Event

Buzzards Bay Park -Gazebo

Date(s) of Event

12/14/22

Set up/Clean up Dates

12/14/22

Hours (start and end times)

04:00pm - 8:00pm

Total Attendance Expected

100

Description of Event

Holiday event where residents can have their pet photos done with Santa!

Will admission be charged?

No

Is event open to the public?

Yes

Will you event impact parking?

Yes

Will your event impact traffic?

No

Any event that will impact parking or traffic must reach out to the Police Department four weeks prior to event.

Will there be alcohol service/ on-premise consumption?

No

Alcoholic beverages are not permitted on Town property without a license issued by the Board of Selectmen. A separate application and fee is required.

Will there be food?

No

Will there be vendors?

No

Will a tent be used?

No

No stakes are allowed at Buzzards Bay Park. No grills, propane tanks, space heaters, or smoking under tent. A clear exit and fire extinguisher is required. A separate tent application from the building department is required.

Will you be holding a raffle?

No

Only a non profit organization who has been organized and functioning in the Commonwealth of Massachusetts for two years can hold a raffle. A separate Raffle Permit from the Clerk's Office is required.

Use of Electricity/generators?

No

Will you require portable toilets?

No

Portable toilets are the responsibility of event organizer.

Rules & Regulations

By checking this box, I have read and agree to Town of Bourne's rules & regulations

☑

Hold Harmless Agreement

Signature

Krissanne M. Caron
11/02/2022

Signature

Signature

Krissanne M. Caron
11/02/2022

Town of Bourne, MA

11/07/2022

EA-22-35

Use of Town Property Event Application

Status: Active

Date Created: Nov 2, 2022

Applicant

Krissanne Caron
kcaron@townofbourne.com
239 Main Street
Buzzards Bay, Massachusetts 02532
50875906005302

Timeline

Label	Status	Activated	Completed	Assignee	Due Date
Application Content and Attachments	Complete	Nov 2, 2022 at 1:10 pm	Nov 2, 2022 at 1:24 pm	Mary Rebello	-
Sewer Commissioner Comments	Complete	Nov 2, 2022 at 1:24 pm	Nov 2, 2022 at 1:32 pm	Maria Simone	-
Town Clerk's Comments	Complete	Nov 2, 2022 at 1:24 pm	Nov 2, 2022 at 1:53 pm	Mary Fernandes	-
DNR Comments	Complete	Nov 2, 2022 at 1:24 pm	Nov 2, 2022 at 2:17 pm	Christopher Southwood	-
Fire Department Comments	Complete	Nov 2, 2022 at 1:24 pm	Nov 2, 2022 at 2:33 pm	David Pelonzi	-
Health Agent Comments	Complete	Nov 2, 2022 at 1:24 pm	Nov 2, 2022 at 2:39 pm	Kaitlyn Shea	-
Recreation Department Comments	Complete	Nov 2, 2022 at 1:24 pm	Nov 2, 2022 at 3:14 pm	Krissanne Caron	-
DPW Comments	Complete	Nov 2, 2022 at 1:24 pm	Nov 3, 2022 at 8:21 am	Matthew Quinn	-
Engineering Department Comments	Complete	Nov 2, 2022 at 1:24 pm	Nov 3, 2022 at 9:02 am	Tim Lydon	-
Town Planner Comments	Complete	Nov 2, 2022 at 1:24 pm	Nov 3, 2022 at 9:31 am	Tracy Sullivan	-
Building Inspector Comments	Complete	Nov 2, 2022 at 1:24 pm	Nov 3, 2022 at 11:39 am	Ann Gutterson	-
Town Collector's Comments	Complete	Nov 2, 2022 at 1:24 pm	Nov 4, 2022 at 11:32 am	Town Collector	-
Conservation Agent Comments	Complete	Nov 2, 2022 at 1:24 pm	Nov 4, 2022 at 2:36 pm	Stephanie Fitch	-
Police Department Comments	Complete	Nov 2, 2022 at 1:24 pm	Nov 7, 2022 at 11:39 am	Brandon Esip	-
Town Administrator's Comments	Complete	Nov 7, 2022 at 11:39 am	Nov 7, 2022 at 1:18 pm	Mary Rebello	-
Board of Selectmen Vote	Active	Nov 7, 2022 at 1:18 pm	-	-	-
Temporary Event Permit Issued	Inactive	-	-	-	-

Town of Bourne, MA

11/07/2022

EA-22-35

DNR Comments

Use of Town Property Event Application

Status: Complete

Assignee: Christopher Southwood

Became Active: 11/02/2022

Completed: 11/02/2022

Applicant

Krissanne Caron
kcaron@townofbourne.com
239 Main Street
Buzzards Bay, Massachusetts 02532
50875906005302

Comments

Christopher Southwood, Nov 2, 2022 at 2:17pm

Reminder that dogs must be leashed

Krissanne Caron, Nov 2, 2022 at 3:10pm

Sharon offered to help review rules with me, that will be the first one :)

Town of Bourne, MA

11/10/2022

EA-22-36

Use of Town Property Event Application

Status: Active

Date Created: Nov 7, 2022

Applicant

Farrah mcWilliams

[redacted]

Primary Contact Information

Name

Farrah McWilliams

Business/Organization Name (if applicable)

Girl Scout Troop 62037

Mailing Address

[redacted]

Cell Phone No.

[redacted]

Email

[redacted]

Event Information

Organization/Individual Hosting the event

Girl Scout Troop 62037

Type of Organization (LLC, non-profit)

Non profit

Type of Event (i.e. banquet/concert/fundraiser/party)

Fundraiser sale

Location of Event

Buzzards Bay Park - Pavillion

Date(s) of Event

12/3 and 12/17. 2022

Set up/Clean up Dates

12/3 and 12/17 2022

Hours (start and end times)

1-10. Only selling during train return to station

Total Attendance Expected

7

Description of Event

Girl Scout Troop 62037 is earning their Silver Award by learning how to operate their own small business. They are selling cocoa bombs.

They are requesting to set up a table in the Buzzards Bay Park on Sat 12/3 and Sat 12/17 during the time of departure and arrival of the Polar Express Christmas Train to optimize sales based on increased foot traffic. The time would be 2-10.

Will admission be charged?

No

Is event open to the public?

Yes

Will you event impact parking?

No

Will your event impact traffic?

No

Any event that will impact parking or traffic must reach out to the Police Department four weeks prior to event.

Will there be alcohol service/ on-premise consumption?

No

Alcoholic beverages are not permitted on Town property without a license issued by the Board of Selectmen. A separate application and fee is required.

Will there be food?

No

Will there be vendors?

No

Will a tent be used?

No

No stakes are allowed at Buzzards Bay Park. No grills, propane tanks, space heaters, or smoking under tent. A clear exit and fire extinguisher is required. A separate tent application from the building department is required.

Will you be holding a raffle?

No

Only a non profit organization who has been organized and functioning in the

Commonwealth of Massachusetts for two years can hold a raffle. A separate Raffle Permit from the Clerk's Office is required.

Use of Electricity/generators?

No

Will you require portable toilets?

No

Portable toilets are the responsibility of event organizer.

Rules & Regulations

By checking this box, I have read and agree to Town of Bourne's rules & regulations

☑

Hold Harmless Agreement

Signature

Farrah McWilliams
11/07/2022

Signature

Signature

Farrah McWilliams
11/07/2022

Town of Bourne, MA

11/10/2022

EA-22-36

Use of Town Property Event Application

Status: Active

Date Created: Nov 7, 2022

Applicant

Farrah mcWilliams

[redacted]

Timeline

Label	Status	Activated	Completed	Assignee	Due Date
Application Content and Attachments	Complete	Nov 7, 2022 at 11:20 am	Nov 7, 2022 at 11:23 am	Mary Rebello	-
DNR Comments	Complete	Nov 7, 2022 at 11:23 am	Nov 7, 2022 at 11:28 am	Christopher Southwood	-
Recreation Department Comments	Complete	Nov 7, 2022 at 11:23 am	Nov 7, 2022 at 11:34 am	Krissanne Caron	-
Building Inspector Comments	Complete	Nov 7, 2022 at 11:23 am	Nov 7, 2022 at 12:01 pm	Ann Gutterson	-
Sewer Commissioner Comments	Complete	Nov 7, 2022 at 11:23 am	Nov 7, 2022 at 12:16 pm	Maria Simone	-
Health Agent Comments	Complete	Nov 7, 2022 at 11:23 am	Nov 7, 2022 at 12:20 pm	Kaitlyn Shea	-
Fire Department Comments	Complete	Nov 7, 2022 at 11:23 am	Nov 7, 2022 at 1:05 pm	David Pelonzi	-
Police Department Comments	Complete	Nov 7, 2022 at 11:23 am	Nov 7, 2022 at 1:06 pm	John Stowe	-
Engineering Department Comments	Complete	Nov 7, 2022 at 11:23 am	Nov 8, 2022 at 9:04 am	Tim Lydon	-
DPW Comments	Complete	Nov 7, 2022 at 11:23 am	Nov 8, 2022 at 9:26 am	Matthew Quinn	-
Conservation Agent Comments	Complete	Nov 7, 2022 at 11:23 am	Nov 8, 2022 at 11:10 am	Stephanie Fitch	-
Town Planner Comments	Complete	Nov 7, 2022 at 11:23 am	Nov 8, 2022 at 12:05 pm	Tracy Sullivan	-
Town Collector's Comments	Complete	Nov 7, 2022 at 11:23 am	Nov 8, 2022 at 12:09 pm	Town Collector	-
Town Clerk's Comments	Complete	Nov 7, 2022 at 11:23 am	Nov 10, 2022 at 9:39 am	Mary Fernandes	-
Town Administrator's Comments	Complete	Nov 10, 2022 at 9:39 am	Nov 10, 2022 at 9:47 am	Maria Simone	-
Board of Selectmen Vote	Active	Nov 10, 2022 at 9:47 am	-	-	-
Temporary Event Permit Issued	Inactive	-	-	-	-

Town of Bourne, MA

11/10/2022

EA-22-36

Health Agent Comments

Use of Town Property Event Application

Status: Complete

Assignee: Kaitlyn Shea

Became Active: 11/07/2022

Completed: 11/07/2022

Applicant

Farrah mcWilliams

[redacted]

Comments

Kaitlyn Shea, Nov 7, 2022 at 12:23pm

If these are homemade cocoa bombs please be sure to have a disclaimer/signage stating that "Neither the food nor the facilities have been inspected by the state or by the Bourne Health Department. "

If these are retail products with labels no additional signage is required. Thank you.

Farrah mcWilliams, Nov 7, 2022 at 5:57pm

Thank you. We do have the sign stating such. And it is added to all the labels.

Town of Bourne IT Department
IT Department Ongoing Initiatives and Use of ARPA Funds Report
Date: Tuesday November 11, 2022
Presented By: Robert Przewozeny, Director of IT
Time: **7:00 PM**

I. **Use of ARPA funds**

a) Network Infrastructure

b) Desktops/Laptops

c) Phone System

II. **Ongoing Initiatives**

a) Upgrade current WiFi network

b) Remote Monitoring and Management (RMM)

c) New domain name (bourne-ma.gov)

d) Office 365 migration planning

III. **Completed Items**

a) Replaced Firewalls

b) Upgraded older operating systems

c) Added Bourne Public Library to the Town Network

d) Integrated IT Tech Support Help Desk and Ticketing System

Acceptable Use of Information Technology

For

Town of Bourne, MA

Initially Compiled: October 1, 2022
By Robert Przewozeny

Department of Information Technology

DRAFT

Adopted by Board of Selectmen:

A. Purpose

The purpose of this policy is to outline the acceptable uses of computing and information technology resources for Town of Bourne agents and appointed or elected officials. This policy outlines the standards for acceptable use of government computing and information technology resources that include, but are not limited to, equipment, software, networks, data, and telecommunications equipment, whether owned, leased, or otherwise provided by the Town of Bourne.

B. Expectations of Persons Using Information Technology Resources

All users of town computer system(s) are expected to act in the spirit of mutual respect and cooperation, while adhering to the regulations for their use set forth in this document. Any violation may result in loss of computer access, as well as other disciplinary or legal action. Users are considered subject to all local, state and federal laws.

C. Ownership

The Town of Bourne assumes and reserves ownership of all data, files, messages, and programs stored in its computer systems. Users cannot claim ownership of any data stored in the Town of Bourne computer systems. Town computer system(s) are provided to agents and other officials to conduct routine day-to-day activities, learn various methods of producing information and carry out their job description responsibilities and duties. Access to town computer system(s) is given to those who agree to act in a considerate and responsible manner. Access is a privilege, not a right. That access entails responsibility. The Town Administrator and the Director of IT, will deem what is inappropriate use,. Inappropriate use may result in a suspension or cancellation of town computer system privileges, as well as other disciplinary or legal action.

D. Right to Monitor

The Town of Bourne reserves the right to monitor, under appropriate conditions, all data contained in the system(s), including e-mail, to protect the integrity of the system and to insure compliance with the policies, rules and regulations governing the use of its computer system(s). Employees are required to consent to this electronic monitoring. Be aware, as is the case with all computer data and files, all e-mail is the property of the Town of Bourne. The Town reserves the right to monitor, review, intercept, access, and disclose all messages created, received or sent over the system for any purpose.

DRAFT

The Town recognizes that personal use of its e-mail, voicemail and facsimile equipment may be necessary from time to time. However, such use shall be on a "limited" basis so as to not interfere, in any way, with the Employee's position duties and responsibilities.

E. Responsibilities as a user of the Town of Bourne's computer system(s):

1. Regarding Access:

a. You are required to have employee authorization and a user account to access any town computer system(s). User accounts and passwords for computer access are only to be used when necessary with the approval of the Department Head and the Director of IT. You may only use those systems that you are authorized to use. You may use your login account in accordance with its authorized purposes.

b. You are responsible for safeguarding your computer account. You are expected to take necessary precautions to protect access to your account. Do not share your account password with anyone.

c. E-mail is a tool that is intended to increase the efficiency of municipal communications. Employees should exercise the same discretion when using e-mail as when using any other form of communication at work. Appropriate business language must be used in all messages, and users are expected to conduct themselves in a professional manner.

2. Regarding Computer Resources:

a. You may not intentionally circumvent town computer system(s) protection facilities.

b. Electronic tampering with town computer system(s) is not permitted. You may not knowingly use any means to produce system failure, degrade performance or proliferate computer viruses.

c. You may not engage in unauthorized duplication, installation, alteration or destruction of data, programs or software. You may not transmit or disclose data, programs or software belonging to others. Users must respect all copyright laws that protect software owners, artists and writers. Plagiarism in any form will not be tolerated.

d. You may not engage in abusive or improper use of town computer system(s) which includes, but is not limited to, misuse of system/operator privileges, tampering with equipment and unauthorized removal of equipment components.

DRAFT

e. The town computer system(s) are and remain the property of the Town. It is not to be moved or removed from the building without the consent of the Director of IT or the Town Administrator.

f. The Town of Bourne strongly condemns the illegal distribution (otherwise known as pirating) of software. Any users caught transferring such files through the network, and any whose accounts are found to contain such illegal files, shall immediately have their accounts permanently revoked. In addition, all users should be aware that software piracy is a federal offense and is punishable by a fine or imprisonment.

3. Regarding Information Resources:

a. You are expected to abide by generally accepted rules of network etiquette and conduct yourself in a responsible, ethical and polite manner while on-line. You are not permitted to transmit, receive, submit or publish any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, offensive or illegal material. Such abuse includes, but is not limited to, sending/receiving offensive messages, using e-mail, voicemail or Internet to harass or discriminate against an individual on the basis of the age, race, national origin, religion or any other protected classification within the Town of Bourne or beyond via network facilities.

b. You are not permitted to use the town computer system(s) for private and/ or commercial purposes that include, but are not limited to, buying and selling merchandise, product advertising, political lobbying, political campaigning, profit-making or illegal purposes. Soliciting for outside business ventures or personal causes, transmitting confidential or privileged information, such as trade secrets, copyrighted materials, or financial or proprietary information will not be tolerated.

c. You assume all risk associated with using any information obtained via the Internet. Every effort will be made to direct users to suitable information resources; however it is impossible to preview the content of all materials available on the Internet, and a user may discover controversial information either by accident or design. The Town of Bourne specifically denies any responsibility for the accuracy or quality of information obtained through its services.

d. Attempting to use another's user account and/or password for any purpose unless authorized or attempting to gain access to other employee's messages or any other unauthorized information without permission of the Department Head or Director of IT will be grounds for disciplinary and/or legal action.

DRAFT

F. Regarding Violations to Policy:

Failure to comply with the appropriate use of computing and information technology resources threatens the atmosphere for the sharing of information, the free exchange of ideas and the secure environment for creating and maintaining information property and subjects one to disciplinary action. Any agent of the Town of Bourne found using computing and information technology resources in violation of this policy is subject to existing disciplinary procedures including, without limitation, suspension of system privileges, termination of employment and/or legal action as may be appropriate. Further, the Town of Bourne reserves its right to seek restitution from any user for costs incurred by the town, including legal fees, due to such user's inappropriate use of information technology.

G. Review of Policy

This policy may be assessed from time to time to reflect substantive change as a result of changes to the Town of Bourne information technology resources and/or changes in legal statutes that impact information technology resources, copyright, or other intellectual property issues. The Director of IT is responsible for determining when the policy needs to be reviewed and the process for review and revision will be coordinated with the Town Administrator. Any questions or concerns regarding this policy should be directed in writing to the undersigned.

DRAFT

Official's accountability as a user of the Town of Bourne's computer system(s):

I understand that I will be held accountable for all activities including, but not limited to, the content of materials sent by mail, news or any other means using my account and/or privileges. I agree to abide by the guideline set forth and that my use of this system is for routine town business only. I agree not to hold the Town of Bourne nor any of its employees responsible for the content of any materials accessed through it.

Name:_____ Date:_____

Department:_____

Department Head:_____

DRAFT

DISCLOSURE OF APPEARANCE OF CONFLICT OF INTEREST
AS REQUIRED BY G. L. c. 268A, § 23(b)(3)

	PUBLIC EMPLOYEE INFORMATION
Name of public employee:	Robert M. Gray
Title or Position:	Chairman
Agency/Department:	Bourne Conservation Commission
Agency address:	Bourne Town Hall 24 Perry Avenue, Room 201 Buzzards Bay, MA 02532-3441
Office Phone:	508-759-0600 (Ext. 1344)
Office E-mail:	sfitch@townofbourne.com
	In my capacity as a state, county or municipal employee, I am expected to take certain actions in the performance of my official duties. Under the circumstances, a reasonable person could conclude that a person or organization could unduly enjoy my favor or improperly influence me when I perform my official duties, or that I am likely to act or fail to act as a result of kinship, rank, position or undue influence of a party or person. I am filing this disclosure to disclose the facts about this relationship or affiliation and to dispel the appearance of a conflict of interest.
	APPEARANCE OF FAVORITISM OR INFLUENCE
Describe the issue that is coming before you for action or decision.	Since 1983 I have operated an environmental consulting business (Sabatia, Inc.) with a focus on wetland delineation and permitting. My clients have been private parties, engineering and surveying companies and municipalities. To avoid conflict, I never worked within the Town of Bourne. When any client or appeared before the Commission I reclused myself from any involvement. Sabatia, Inc. has been sold to Don Bracken of Bracken Engineering for his son Corey. I am obligated to work with Corey thorough July 2023 providing training and consultations. I will be paid at an hourly rate. I will continue to recluse myself from any business that Bracken Engineering has with the Commission.
What responsibility do you have for taking action or making a decision?	I spoke with a staff member of the state ethics commission and explained the situation. His suggestion was to file this form 23 (b) (3) with the appointing authority (BOS). He suggested that this approach would free me from not participating in matters involving former clients (except Bracken Engineering), since I will no longer have a direct financial interest in Sabatia, Inc. Two former clients that appear frequently before the Commission that I have reclused myself in the past are: JC Engineering, Inc. and Zenith Consulting Engineers LLC
Explain your relationship or affiliation to the person or organization.	Since I will no longer have a financial stake in Sabatia, Inc. and I will not be involved in the contracting part of the business and will be paid an hourly wage as an "as needed consultant", this disclosure (23 (b) (3) should permit me to participate in reviews of projects by these former clients.

How do your official actions or decision matter to the person or organization?	As Chairman and member of the 7-member Commission, I have a vote to either approve or deny a project. A vote of the majority is required for a permit to be issued. In most cases recusal has not been a problem for the Commission. However, there have been instances where only 4 members including myself have been present. If I reclused myself the quorum was lost and the matter could not be dealt with until the next meeting.
Optional: Additional facts – e.g., why there is a low risk of undue favoritism or improper influence.	
If you cannot confirm this statement, you should recuse yourself.	**WRITE AN X TO CONFIRM THE STATEMENT BELOW.** X_ Taking into account the facts that I have disclosed above, I feel that I can perform my official duties objectively and fairly.
Employee signature:	Robert M. Gray
Date: 10/5/2022	

Attach additional pages if necessary.

Not elected to your public position – file with your appointing authority.

Elected state or county employees – file with the State Ethics Commission.

Members of the General Court – file with the House or Senate clerk or the State Ethics Commission.

Elected municipal employee – file with the City Clerk or Town Clerk.

Elected regional school committee member – file with the clerk or secretary of the committee.

Form revised July, 2012

Thut, Kathleen

From: Marlene McCollem
Sent: Monday, September 12, 2022 14:08
To: Irja Finn; Thut, Kathleen
Subject: RE: Care & Custody of "The Quilt"

Hi Irja: we can certainly ask them.

Kathleen, can you please add this to the 9/20 agenda?

Thanks,
Marlene

From: Irja Finn [mailto:ifinn@bournelibrary.org]
Sent: Monday, September 12, 2022 1:54 PM
To: Marlene McCollem <mmccollem@townofbourne.com>
Subject: Care & Custody of "The Quilt"

Hi Marlene,

The Trustees and the Friends of the Library reached out to a national quilting magazine (name escapes me) and the publisher is very interested in doing an article about the Bourne Bicentennial Quilt next year.

One question was ownership of the quilt.

Ive been asked to inquire if the BoS would consider transferring care and custody of the quilt to the Board of Trustees. Of course I have no idea if the BoS ever accepted the quilt back in 1976 as a gift, but let's say it is town property.

Thanks,
Irja

--
Irja S. Finn, MSLIS
Library Director
Jonathan Bourne Public Library
19 Sandwich Road
Bourne, MA 02532
508-759-0600 x 6103

Board of Selectmen
Minutes of Tuesday, October 11, 2022
Bourne Veterans' Community Center – Rm 2
Buzzards Bay, MA

TA Marlene McCollem

Board of Selectmen

Peter Meier, Chair
Melissa Ferretti, Clerk
Judith Froman
Mary Jane Mastrangelo

Others: George Slade, Michael Rausch, Kelli Riley (virtual), Col. Tim Gordon, Brig. Gen. Christopher Faux, Col. Matthew Porter, Col Sean Riley, Lt. Col. Stewart Smith, Capt. Rob Potter, Cmdr. Patrick Sullivan, and Kathleen Kolva.

Note this meeting is being televised, streamed, or recorded by Bourne TV. Michael Rausch, Bourne Enterprise, acknowledged that he is recording the meeting.

Zoom Meeting ID: 869 5775 5505 Password: 529740

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

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

1. **Moment of Silence to recognize our Troops and our public safety personnel.**
2. **Salute to the Flag.**
3. **Vision:** Bourne is a proud community that embraces change while respecting the rich heritage of the town and its villages. It is a municipality based on strong fiscal government with a durable economy that recognizes the rights of all citizens, respects the environment, especially the coastal areas of the community and the amenities that it affords. Bourne embraces excellent education, and offers to citizens a healthy, active lifestyle.
4. **Mission:** Bourne will maximize opportunities for social and economic development while retaining an attractive, sustainable, and secure coastline and environment for the enjoyment of residents and visitors. Through responsible and professional leadership and in partnership with others, Bourne will strive to improve the quality of life for all residents living and working in the larger community.
5. **Public Comment on Non-Agenda Items –** Public Comments are allowed for up to a total of 12 minutes at the beginning of each meeting. Each speaker is limited to 3 minutes for comment. Based on past practice, members of the Board are not allowed to comment or respond.
6. **Appointments and Licenses**

a. Discussion and possible vote to appoint K. Riley to the Human Services Committee.

b. Discussion and possible vote to appoint W. Perry to the Bylaw Committee.

6.a. Discussion and possible vote to appoint K. Riley to the Human Services Committee.

Kelli Riley introduced herself and said that she just moved to Bourne from Taunton where she had a nonprofit for women and families that provided services for substance abuse, domestic violence, and mental health. She said they had to scale back due to COVID, and she would like to give back to the community of Bourne.

Voted: Judith Froman moved, and Melissa Ferretti seconded to appoint Kelli Riley to the Human Services Committee for a 2-year term, ending June 30, 2024.
Vote: 4-0-0.

6.b. Discussion and possible vote to appoint W. Perry to the Bylaw Committee.

Wallace Perry introduced himself and said that he would like to take over Chief Esip's position on the Bylaw Committee to continue to give the perspective on the committee from the Police Department.

Town Administrator Marlene McCollem said that the Chief of Police is an ex-officio member of the Bylaw Committee so Chief Esip resigned from his at-large position on the committee, in order to fulfill his ex-officio duties.

Voted: Mary Jane Mastrangelo moved, and Melissa Ferretti seconded to appoint Wallace Perry to the Bylaw Committee for a 1-year term, ending June 30, 2023.
Vote: 4-0-0.

7. Selectmen's Business

a. Military Civilian Community Council update by George Slade.

b. Joint Base Cape Cod Annual Update.

c. Cape Cod Regional Transit Authority Annual Update by George Slade.

d. Discussion and possible vote on motions for the October 24, 2022, Town Meeting.

e. Discussion and possible vote on surplus dredge materials.

f. Designate any *Essential* and *Contingent* Articles for the October 24, 2022, Town Meeting.

g. Discussion and possible vote to approve the Warrant for the 2022 State Election Warrant.

h. Debrief annual retreat, held on August 12, 2022, and vote to confirm annual goals.

i. Discussion and possible vote to accept donation to Library.

7.a. Military Civilian Community Council update by George Slade.

George Slade said that he is the liaison to the Board of Selectmen from the Military Civilian Community Council and Melissa Ferretti is the backup. Mr. Slade gave an update on the Military Civilian Community Council. He said that the Joint Oversight Group meetings are held monthly and are very broad. He said that a community relations committee was started about five months ago where they can address issues in Bourne easier. He said that there will be a tour of the base for the public soon.

7.b. Joint Base Cape Cod Annual Update.

Col. Tim Gordon, the Vice Wing Commander for the 102nd Air Intelligence Wing, gave a slide presentation with an overview of his Airwing. He started by introducing the representatives from the various armed forces that were attending the meeting: Massachusetts National Guard, Army National Guard, Air National Guard, United States Space Force, and the Coast Guard.

Col. Gordon said that the 102nd Air Intel Wing is part of the Massachusetts Air National Guard. He said their primary mission is to provide precision intelligence to Air Force operations and other military operations across the globe. The wing is comprised of 1200 Airmen spread across 5 groups: 102 ISRG - Reach-back - Exploitation & Analysis, 202 ISRG - Cyberspace Signals Development, 102 MDG - General Med Support - Field Medical for HRF, 102 MSG - Civil Engineers – Communication – Personnel – Security - Logistics, and 253 CEIG - Cyber Engineering and Installation.

Col. Gordon said that over the past ten to fifteen years, the 102nd has been transforming the Base from a fighter industrial type of base to a smaller intel campus like base. He talked about the costs of the improvements that they have made, the land, their utilities, and about the people that are involved. He also talked about all the support that the 102nd has given the State, and local area.

Chair Meier said that on November 11th, Veteran's Day, The Community Building Board of Trustees will be hosting a Veteran's Day event. He invited Col. Gordon and the other military staff and families to attend. Col. Gordon said that he will make sure everyone in his Wing gets the information.

Lt. Col. Stewart Smith, Commander of the 6th Space Warning Squad, said that his group has a ten-story tall radar that does the warning missile mission. It is also used to track satellites. There are other radar sites like this one throughout the Country and in some other countries. They also track space launches. He talked about the various objects that the Cape Cod Space Force Station tracks and about the personnel. There was some discussion about housing issues.

Cmdr. Patrick Sullivan, Executive Officer of Base Cape Cod, said that there are about 140 families that live on base, that are not just Coast Guard families. He said that any family that is stationed at the base is eligible for housing. He said that the housing is outdated, but his group does a great job maintaining the homes. He said that do have a local housing office to help those who are struggling to find a home.

Capt. Rob Potter, the Commanding Officer of Air Station Cape Cod, said that they are the only air station in New England. He said they have 176 active-duty members and civilian personnel. He said they have 3 helicopters and 3 fixed wing alphas. Capt. Potter said that they have a branch of the Coast Guard Auxiliary, which is a group of volunteers that help with every mission except law enforcement.

Capt. Potter listed some of the major events that Air Station Cape Cod has been a part of. Some of them include Hurricane Ian, Hurricane Ida and an earthquake in Haiti. They have performed rescue missions as far as 200 mile offshore. They also do a lot of work on drug smuggling and migrant issues. They patrol and enforce in closed areas for fisheries. He also said that there have been many awards given to individuals in the Air Station Cape Cod.

Cmdr. Patrick Sullivan, talked about the background of Base Cape Cod, which is a regional support base that was established in 2014. He said that the services that they have are Comptroller, Facilities Engineering, Procurement and Contracting, Health & Safety, Electronics Support, and Personnel Services.

Col. Matthew Porter, the Base Operations Manager for Camp Edwards, said that he runs the day-to-day operations on the base. He said that Camp Edwards is an Army National Guard training site, and they train to do real world missions for the Commonwealth or overseas. He said they rely heavily on maneuver space and rifle ranges. He said they have about 150 full time personnel and they can have up to 3,000 soldiers training on the base at any one time. He talked about the training activities.

Col. Matthew Porter said that they have a Natural Resource Management department to take care of the space in which they train. He also said that they have Wildland Fire Management in which they do burns to restore habitat and reduce fuel load. He talked about the projects that they have coming up, including restoring a 25-meter rifle range and adding a machine gun range, which is waiting for the EPA to conduct their Aquaphor review. They also are going to modernize their physical training field. He talked about the community outreach and concerns.

Chair Meier said that he knows that training is a must, but he said that where the range is being proposed is near a water supply area. He wants to know why they would take a chance near a scarce resource for the area, when there are other properties within the commonwealth that some of the training could be consolidated. Col. Potter said they would not want to do anything that would jeopardize the water or the habitat. He said that they have gone through NEPA and MEPA, and they are making sure that that do it right. He said that regarding training, that it really comes down to numbers and about the land that is needed.

There was some discussion about saving the habitat and about the Science Advisory Council meetings and concerns raised about outdated standards that would be used for the review. Kathleen Kolva, Community Outreach for Camp Edwards, said that there is a website hosted on mass.gov that the community can see minutes and agendas of meetings regarding the proposed range. She said that she would get the name of the website to Mary Jane Mastrangelo.

7.c. Cape Cod Regional Transit Authority Annual Update by George Slade.

Chair Meier said that they would take item 7.d. out of order.

7.d. Discussion and possible vote on motions for the October 24, 2022, Town Meeting.

Ms. McCollem said that she would like to hold off on Article 11 for the moment, and she said although all the articles have been discussed she can answer any questions by the Board. She said that she is recommending that the Board accept the articles 1,2,3,4,5,6,7,8,9,10 & 12 as written. She said that articles 13 and 14 are zoning articles and the motions will be forthcoming from the Planning Board, and the Board can decide if they support the articles or not.

Ms. McCollem said that regarding article 15, the Petitioner's Zoning Article, she recommends that the Board postpone the article indefinitely because the Town Planner and Town Counsel did some more research and found that the Calamar project is grandfathered in from a version of the zoning bylaw in 2017.

Ms. Mastrangelo said that in article 9 the motion says the money is coming from free cash and the capital report says it is coming from ISWM. Ms. McCollem said it is coming from the Host Community Fee. Ms. McCollem said she would check with Erica Flemming during this meeting before moving forward. Ms. Mastrangelo said that she now understands that it is coming from free cash as the motion states.

Voted: Mary Jane Mastrangelo moved, and Judith Froman seconded to accept the motions "as written" in the October 7, 2022, Draft Articles & Motions document for the following Articles: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, and 12.
Vote: 4-0-0.

Voted: Mary Jane Mastrangelo moved, and Judith Froman seconded that the Board of Selectmen recommends approval of the motions for Articles: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, and 12 with a yes vote in favor of the motion.
Vote: 4-0-0.

There was some discussion about articles 13 and 14. Ms. Mastrangelo said that she recommends not being in favor of article 13 or indefinite postponement. There was also discussion about the indefinite postponement of article 15.

Voted: Judith Froman moved, and Mary Jane Mastrangelo seconded to recommend indefinite postponement of article 15.
Vote: 4-0-0.

Voted: Mary Jane Mastrangelo moved, and Judith Froman seconded to recommend approval of the motion for article 14 with a yes vote in favor of the motion.
Vote: 4-0-0.

Voted: Mary Jane Mastrangelo moved, and Judith Froman seconded that the Board of Selectmen make a recommendation at Town Meeting for article 13.
Vote: 4-0-0.

Ms. McCollem said that she wanted to discuss the changes of article 11, which is the ESCO project with TRANE. She said that they have received some news that has not gone in the Town's favor and one issue is that interest has gone up and she is in the process of locking in a rate of 3.73%, and it previously was 2.9%. She said that TRANE has been working on costing out their recommendations and there have been some supply chain difficulties and the fixed costs are coming in higher. She said that she and Erica Flemming are in the process of negotiating the best terms that they can.

Ms. McCollem talked about the scope for phase 1. She said that she recommends that they back out any work that requires lease payments for Town Hall and the Library at this point. She said the logic in this is that the 5 and 10-year capital plans will involve the Town Hall and the Library, and she doesn't want to recommend that an investment in those building that would be financed for fifteen years, until there is a better idea of what the long-term goals are. The gross project cost would now be $5,200,737. There is $249,000. allocated already for this work.

Ms. McCollem talked about 2 options with one being to finance $4,951.737., which would be the lease payment and would include the cost of the work and it is anticipated that rebates will come in at the end of the project with an estimated worth or $392,000. She recommends that if she can negotiate a onetime pre-payment option without any penalties that the Town should enter into a lease for 5 million dollars for this scope of work.

Ms. McCollem said if she is not successful in the negotiation of the pre-payment option without penalties, then they can close the gap using ARPA funds and when the rebates are realized then the rebates would go back as if they used the ARPA funds. There was more discussion about the article and the motion.

Ms. McCollem read aloud the motion: ***We move that the town appropriates 5 million dollars to pay costs of energy efficiency improvements to facilities throughout the Town, to be made pursuant to an energy services contract (ESCO) between the Town and TRANE and that to meet this appropriation the Selectmen are authorized to raise that amount by entering into a lease purchase financing agreement with Bank of America, a Public Capital Corp., or one of its affiliates, including the execution and delivery of any and all other agreements, certificates and instruments, incidental and related thereto, under and pursuant to MGL Ch. 44 sec. 21c or any other enabling authority or by borrowing said amount under and pursuant to MGL Ch.44 sec. 7.1. or any other enabling authority entering bonds or notes of the Town therefore through any combination thereof.***

Voted: Mary Jane Mastrangelo moved, and Melissa Ferretti seconded to accept the motion for Article 11 as read by the Town Administrator.
Vote: 4-0-0.

Voted: Mary Jane Mastrangelo moved, and Judith Froman seconded that the Board of Selectmen recommends approval of the motion on Article 14 with a yes vote in favor of the motion.
Vote: 4-0-0.

Chair Meier said that Jared MacDonald is excused for this meeting.

7.c. Cape Cod Regional Transit Authority Annual Update by George Slade.

George Slade, Advisory Board member of the Cape Cod Regional Transit Authority (CCRTA), said that they meet about every three months. He said that in May there was a ransomware attack and it impacted service to their IT server file. He said that suspension of service was resumed in a short period of time and there now is a significant upgrade taking place among other measures to prevent future attacks.

Mr. Slade talked about the service levels of the CCRTA and how they are in the process of moving into electric vehicles and the need to build the infrastructure for charging stations. He also talked about the stakeholder meetings and the paratransit service.

7.e. Discussion and possible vote on surplus dredge materials.

Ms. McCollem said that regarding the materials left over from the Pocasset River dredge, there are some geo mesh bags and some chemical polymers left. She said the polymers will degrade over time. She said that she has been told that the Town does not intend to use any of these materials soon, so rather than letting the materials go to waste, she would like to consider giving them to another Cape municipality.

Voted: Melissa Ferretti moved, and Mary Jane Mastrangelo seconded to surplus the remaining materials left over after the Pocasset Dredge Project, including geotech mesh bags and chemical polymers, provided that the Town is able to donate the materials to another municipality for dredging use.
Vote: 4-0-0.

7.f. Designate any *Essential* and *Contingent* Articles for the October 24, 2022 Town Meeting.

Voted: Mary Jane Mastrangelo moved, and Judith Froman seconded to designate articles 2,3, 5,6, and 11 as essential articles, not in the lottery, and that there are no contingent articles.
Vote: 4-0-0.

7.g. Discussion and possible vote to approve the Warrant for the 2022 State Election Warrant.

Voted: Melissa Ferretti moved, and Judith Froman seconded to approve the proposed 2022 State Election Warrants as presented.
Vote: 4-0-0.

7.h. Debrief annual retreat, held on August 12, 2022, and vote to confirm annual goals.

Ms. McCollem said that at the last meeting they decided to not talk about the goals until there is a full Board and it is not full tonight, so it was decided that they would defer action on this topic.

7.i. Discussion and possible vote to accept donation to Library.

Deferred.

8. Town Administrator Report

Ms. McCollem said that she has no more to report this evening.

9. Minutes: 7/19/22 (regular session); 8/12/22; 9/20/22

Voted: Judith Froman moved, and Melissa Ferretti seconded to approve the minutes of July 19th, 2022.
Vote: 4-0-0.

Voted: Melissa Ferretti moved, and Judith Froman seconded to approve the minutes of August 12th, 2022.

Melissa Ferretti withdrew her motion to approve the minutes of August 12, 2022, to defer them.

Voted: Judith Froman moved, and Mary Jane Mastrangelo seconded to approve the minutes of September 20th, 2022.
Vote: 2-0-2. Melissa Ferretti and Judith Froman abstained. Due to the vote being 2-0-2, the minutes will be deferred until the next meeting when Mr. MacDonald is present also.

10. Correspondence

Clerk Melissa Ferretti read aloud the correspondence:

- 1 Letters from DEP.
- Citizen's letter – Shore Road Proposal by Environmental Partners.
- Response letter from Holtec regarding nuclear fuel discharge from Mass Attorney General's office.

These are all on the Town's website.

11. Committee Reports

Ms. Froman said that she has a few meetings coming up - Bourne Engagements Committee, Policy and CCMPL.

12. Other Business

13. Upcoming meetings, October 18, 2022.

Ms. Froman said that they talked about the Code of Conduct first reading and asked if they would be scheduling a second reading. Ms. McCollem said she sent it out to the Chairs of the Boards and Committees and gave them a deadline to send back comments sometime in early November. She said that once she gathers the comments, she will go back to the Board of Selectmen with them.

14. Adjourn

Voted: Mary Jane Mastrangelo moved, and Judith Froman seconded to adjourn.
Vote: 4-0-0.

This meeting of the Bourne Board of Selectmen was adjourned at 9:23 PM.

Respectfully Submitted,

Kim Johnson, Recording Secretary

DRAFT

Selectmen's Correspondence

November 15, 2022

A. Xfinity Update
B. Email commenting on Trash Pickup and Roads
C. UCWC Request
D. Cape Cod Commission Letter
E. Bourne High School Invitation

BOURNE BD OF SELECTMEN
RCVD 2022 OCT 31 PM12:33

xfinity™

October 26, 2022

Board of Selectmen
Town of Bourne
24 Perry Avenue
Buzzards Bay, MA 02532

Dear Chairman and Members of the Board:

As part of our ongoing commitment to keep you and our customers informed about changes to Xfinity TV services, we wanted to update you that the programming network G4 notified its employees that it is ceasing operations effective October 17, 2022. It is our understanding that G4 will continue transmitting programming until November 14, 2022 and we will continue to carry it until such date.

Please do not hesitate to contact me with any questions at **Michael_Galla@comcast.com**.

Sincerely,

Michael Galla

Michael Galla, Sr. Manager
Government & Regulatory Affairs

Kathleen Thut

From: Marlene McCollem
Sent: Tuesday, November 8, 2022 08:13
To: Kathleen Thut; Maria Simone
Subject: FW: Trash & Recycling in Bourne

For correspondence 11/15

From: [redacted]
Sent: Monday, November 07, 2022 11:19 AM
To: Peter Meier; Jared MacDonald; Mary Jane Mastrangelo; Melissa Ferretti; Marlene Mccollem; Judith Froman
Subject: Trash & Recycling in Bourne

Good morning,

I read in the Cape Cod Times that there is and issue about trash pick up at Condominiums? It is my opinion that if you pay taxes at the same rate as everyone else you deserve the same services. It is not a good excuse to say we can't afford it or we don't have the proper equipment to do the pick up. Get what you need and service everyone with equal dispatch.

Another issue in Bourne is roads that are in Bourne but not maintained by the Town of Bourne. I live at 27 Fieldwood Dr in Sagamore Beach and for some reason when the development was developed back in the late 90's the road was never accepted by the town as a town road to be maintained by the town. We receive every benefit that other taxpayers get accept maintenance. I pay the same taxes as everyone else and should get the same service as everyone else. If we need the road to be fixed we have to pay for it ourselves. That doesn't seem fair to me as a taxpayer. Can someone explain to me why the discrepancy when it comes to what roads are accepted and which ones are not. When I went to the town hall and asked for something to be done about it, I am told it has been that way for years with other roads in town with no concern at all for it ever changing. Basically I was told don't waste my time trying to get the road accepted. Why?

Thank you all for serving. I think from what I read in the papers everyone is working to make Bourne a great town to live and work in. I am especially happy with the way the Town Administrator is working with the board to get things done.

Respectfully,

Dave Bergeson
[redacted]

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https://gdsprotect.cloud-protect.net/index01.php?mod_id?&mod_option=gitem&mail_id?67837958-F3mac6XXn41S&r_address=erretti%40townofbourne.com&report=

From:	Marlene McCollem
To:	Melissa Ferretti; Peter Meier
Cc:	Kathleen Thut; Maria Simone
Subject:	RE: Thoughts????
Date:	Monday, November 7, 2022 8:06:32 AM

Hi Melissa:
This is something to include in correspondence. Then the Board can decide if they would like to place it on an agenda for future discussion.

Thank you,
Marlene

From: Melissa Ferretti
Sent: Sunday, November 6, 2022 11:04 AM
To: Peter Meier <PMeier@townofbourne.com>; Marlene McCollem <mmccollem@townofbourne.com>
Subject: Thoughts????

Hi Marlene and Peter,

I received this message from UCWC and wanted to get your thoughts on this....

As I am pretty new to the Select Board and not sure if we typically take a stance on these types of issues things?? But I do feel it is a worthy effort. I wanted to send to you as TA and Peter as chair first to get your thoughts. Let me know if it is something we can discuss.

I am speaking at a Massachusetts DPH National Conference in Boston tomorrow and hope to garner some support for this effort while I am there. It is one of the largest Health conferences in the country. SEE BELOW!

==========

Hi, Melissa,

I hope you're well!

I'm hoping that you can help in your capacities both as Chair of the Herring Pond Tribe and as Bourne Select Board Member. The Upper Cape Women's Coalition (UCWC) is recruiting organizations to sign on to a letter that objects to DPH's planned transition from in-person SANE (Sexual Assault Nurse Examiner) services to TeleSANE.

There's an article and editorial in the Bourne Enterprise this week about the problem, but in case you haven't seen it, here's the situation: A SANE nurse receives extensive training in treatment and counselling of sexual assault victims and equally important, collection of forensic evidence in case the victim wishes to press charges against their attacker. They typically spend 4-6 hours with a patient

in-person in the ER. In contrast, the TeleSANE services would consist of an ER doc, PA, or NP doing the treatment, counselling and forensic exam, taking instructions from a SANE nurse on a laptop. An ER nurse may also be needed to "chaperone", especially if the victim is female and the provider is male. In my opinion (as a sexual assault victim myself) this set-up essentially re-traumatizes the patient! And imagine the impact on busy ERs which are already overburdened. This is a lose-lose situation both for the SA victim and all the other ER patients.

Here's what you could do to help: Could you ask your Tribe and the Select Board whether they would agree to be added as signatories to the letter the UCWC plans to send? (See the attached documents). The letter will be similar to the editorial attached (SANE.docx). Since Native women are much more likely to be victims of sexual assault and since sexual trauma is on the rise all over Massachusetts ever since the pandemic started, it's particularly important. Unfortunately, the deadline is short. Despite objections from our entire Cape Cod MA state legislative delegation, Cape police chiefs, the Massachusetts Commission on the Status of Women as well as Cape Cod Healthcare and Mass Nurses Association (MNA), DPH plans to go ahead the change Nov14, so we plan to send the organizational letter early next week. If either or both of your organizations will sign on, please notify Penny Duby at uppercapewomen@gmail.com. I'd appreciate it if you could cc me on that email.

You can help as an individual citizen, too! We plan a blitz of phone calls/emails/Instagram posts next week. A script is attached. We'd very much appreciate it if you and your colleagues and friends would participate. It'll only take a few minutes and all the contact info is provided.

Thanks so much Melissa, and thanks, too for all your hard work on our Select Board!

Be well,

Wendy Bone

3225 MAIN STREET • P.O. BOX 226
BARNSTABLE, MASSACHUSETTS 02630

(508) 362-3828 • Fax (508) 362-3136 • www.capecodcommission.org

BOURNE BD OF SELECTMEN
RCD 2022 NOV 7 AM 11:51

CAPE COD
COMMISSION

November 3, 2022

Marlene McCollem, Bourne Town Administrator
24 Perry Avenue, Room 101
Buzzards Bay, MA 02532

Re: Request for Informal Jurisdictional Determination
Proposed Solar Facility – 0 Ernest Valeri Road, Bourne

Dear Town Administrator McCollem:

This letter is in response to your initial request for a jurisdictional determination on the above-referenced matter, received July 26, 2022, and supplemental submissions received on August 17, 2022, October 21, 2022, and October 24, 2022.

Under Section 3(e) of Chapter A of the Code of Cape Cod Commission Regulations of General Application, Enabling Regulations Governing Developments of Regional Impact ("Enabling Regulations"), a proposed outdoor use with a Total Project Area of greater than 40,000 square feet that is "commercial, service, retail, wholesale, business, industrial, private office, private health, private recreational or private educational" triggers mandatory referral to the Cape Cod Commission ("Commission") as a Development of Regional Impact ("DRI").

Based on the request and supplemental submissions, it is my opinion that the proposed solar development is a commercial development, which is among the uses encompassed by Section 3(e) of the Enabling Regulations. Accordingly, it is my opinion that the proposal, as described in your request, requires mandatory DRI review by the Commission under Section 3(e).

If you would like a determination from the Commission members, you may submit a formal request for a Jurisdictional Determination under Section 12(j) of the Cape Cod Commission Act in accordance with Section 8 of the Enabling Regulations.

Sincerely,

Jordan Velozo

Jordan Velozo
Chief Regulatory Officer

Cc: Harold Mitchell, Chair, Cape Cod Commission via email
Elizabeth Taylor, Committee on Planning and Regulation Chair, Cape Cod Commission via email
Stephen Mealy, Bourne Representative, Cape Cod Commission via email
Jennifer Copeland, Bourne Town Planner via email

COUNTY OF BARNSTABLE MASSACHUSETTS

Bourne Public Schools

36 Sandwich Road
Bourne, MA 02532
508.759.0660 (phone) - **508.759.1107** (fax)
www.bourneps.org

Dr. Kerri Anne Quinlan-Zhou
Superintendent
kzhou@bourneps.org

Celeste Sullivan
Executive Assistant for HR & Communications
csullivan@bourneps.org

November 4, 2022

Marlene McCollem
Town Administrator
24 Perry Ave
Buzzards Bay, MA 02532

Dear Ms. McCollem,

It is with great enthusiasm that we invite you to join us for the Bourne High School Innovation Pathways Open House on Tuesday, November 29, 2022.

This school year marks the launch of our two new MA Department of Education designated Innovation Pathways in Environmental/Life Sciences and Business/Finance. Our celebration will include a Ribbon Cutting Ceremony at 5:00 PM that we hope that you or your designee can attend. These new learning spaces include the Business Suite and Medical Center which were funded through grants including the competitive Skills Capital Grant from the Baker-Polito Administration and support from MA DESE for implementation of the Innovation Pathways.

The Bourne Public Schools is reimagining education through relevant, hands-on experiences that are connected to college and career. Through the Innovation Pathways students engage in rigorous coursework and gain internship experiences in a specific high-demand industry. At our Open House you will also have the opportunity to meet our students who are currently participating in the Innovations Pathways Programs and senior internship program.

If you are able to join us for this event please RSVP to our Career/Pathways Coordinator Ann-Marie Strode via email at astrode@bourneps.org.

Sincerely,

Kerri Anne Quinan-Zhou, Ed.D.
Superintendent of Schools

INNOVATION PATHWAYS
Open House

Great things are happening at Bourne High School!

Check out our Medical Center & Business Suite.
Learn about our Innovation Pathways.
Meet our Senior Interns.

TUESDAY | 29 | NOVEMBER

Ribbon Cutting | 5 p.m.
Public Viewing | 5:30 - 7:30 p.m.

Bourne High School
Innovation Studio

PLEASE JOIN BOURNE HIGH SCHOOL FOR THE

Ribbon Cutting

to celebrate the implementation of our
INNOVATION PATHWAYS,
MEDICAL CENTER, and
BUSINESS SUITE

TUESDAY, NOVEMBER 29, 2022
5:00 p.m.
Bourne High School Innovation Studio

Please RSVP to Bourne High School by
Friday, November 25, 2022

508-759-0670
astrode@bourneps.org