**TA** Tom Guerino

**Selectmen**

George Slade, Chairman

Peter Meier, Vice-Chairman

Judith Froman, Clerk

Don Pickard

Michael Blanton - was excused

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. Slade called the meeting to order at 7:39 pm.

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

**Public Comment – Non-Agenda Items**

None requested.

**4) Minutes from Meeting(s) dates: 6-22-17; 8-08-17; 9-12-17**

**Voted** Don Pickard moved and seconded by Judy Froman to approve the minutes from June 22, 2017 as presented. George Slade and Peter Meier abstained. Vote 2-0-2.

**Voted** Peter Meier moved and seconded by Judy Froman to approve the minutes from August 8, 2017 as presented. Vote 4-0.

**Voted** Peter Meier moved and seconded by Judy Froman to approve the minutes from September 12, 2017 as presented. Vote 4-0.

**5) Correspondence**

Judy Froman brought the committee up to date on the correspondence.

1. Earl Baldwin submitted a letter of resignation as a board member of the Council on Aging
2. Letter of interest from Marilyn Jackson to serve on the Council on Aging Advisory Committee
3. Letter from DEP regarding Joint Base Cape Cod; Draft Supplemental Feasibility Study Report for 1, 4-Dioxane at Chemical Spill - 10
4. ABCC sent Notice of Suspension for Courtyard Restaurant to be served on Wednesday, October 25th
5. Letter of complaint from Robert Curtis regarding Bourne Bridge 24-Hour Taxi

Peter Meier commented on letter D. The commission suspends the license for a period of 4 days in which 1 day will be served and 3 days will be held in abeyance for a period of two years provided no further violations of Chapter 138 or Commission Regulations occur.

**Voted** Peter Meier moved and seconded by George Slade to take 6c out of order. Don Pickard and Judy Froman abstained. Vote 2-0-2.

**6) Project Updates**

**a. Cape Cod Commission Representative update - Richard Conron**

**b. Hoxie Center for the Arts update - Ms. Bizer-Knox**

**c. School Building Committee update - Mr. James Potter**

**c.**

James Potter, Chairman of the School Building Committee, gave an update on the School Building. He said we are on time and on budget. October 10th the 100% contract documents will be going out. October 19th there will be a pre-bid meeting at Peebles. On November 7th the file sub-contractor bids will come in. On November 21st the general contractor bids will come in. The committee will vote to award on November 30th.  The 90% have been issued to MSBA. After the committee awards there will be work starting from the general contractor in December on site, they will be fencing off the area. We have hit all the milestones and the budget has remained constant.

Judy Froman spoke about the trees that were planted on Arbor Day and that they wanted the trees moved to the new school, and asked if that had been brought to the committee. James Potter said he has not heard any of that yet.

George Slade questioned if there are any change orders? Mr. Potter said there have not been any changes to the project that have been requested. We have contingencies still in place. Everything that was originally in the scope of the project are still in the scope. There are no additional requests to add anything to the project.

Judy Froman questioned what the timing is for naming the school, or does that fall strictly to the School Committee. Mr. Potter said they haven’t discussed that yet. There is a school policy for naming schools in town. Mr. Potter said he will give a similar report at Town Meeting. Judy Froman spoke about the Facebook page on the new school, and stated this information could be posted there for preparation of the vote for the school at Town Meeting.

**a.**

Mr. Dick Conron, Gray Gables, gave a brief history on the Cape Cod Commission.

The Commission has two focuses. 1st is to assist the town in any planning or development activity; and the 2nd is the balancing mission; they try to balance environmental protection with economic development. Funding for the Commission comes from a fee that is assessed to each one of the property owners on the Cape and it comes from both private and state grants.

If a developer wants to construct a large commercial building he has to participate in a DRI (Development of Regional Impact) and evaluation process. The evaluation process has six parts. The Commissions looks at land use, economic development, water resources, natural resources, transportation, heritage preservation and community character.

The Commission looks at what is going on in the region or county. For land use the Commission will assess what the impact a cell tower will have on a piece of property. Economic development: Canal Side Commons permit extension, Cape Cod Potato Chips manufacturing is expanding in Hyannis, Cape Cod 5 Saving Bank is buying a piece of property and will build a huge office complex. There is going to be a training center built in Hyannis that will be available for all towns. The Marriot on Route 132 is expanding.

Water resource: We have comprehensive water management plans in Harwich and Mashpee. Natural resources: There are two areas the Herring River in Wellfleet and Truro, which dumps into the saltwater areas. Cedar Ponds in Orleans is doing a clean the bottom effort. Transportation and heritage preservation: There is a big effort in Eastham to do a DCPC (District of Critical Planning and Concern). Mr. Conron said since I have been on the Commission in Bourne there has been 4 projects that have happened. In Pisano Place they built a new building, Atlantic Subaru expanded their building, Convention Data Services is going to replace their old building with a new building. The Canal Side Commons DRI permit extension.

You should be getting a newsletter from the Commission, which will summarize all the activities and specifics that happen in Bourne.

Peter Meier spoke about Convention Data Services. The town approved it almost 20 years ago. Are they looking for tax incentive going forward? Mr. Conron said no he hasn't heard of that.

George Slade questioned other towns and how they are progressing, and the relationship between the towns and the Commission. Mr. Conron said they are good. When I call with questions they respond back quickly. I could have Paul Niedzwiecki come down and speak to the Selectmen.

Mary Jane Mastrangelo said the Cape Cod Commission was instrumental in the filing of the Economic Development Federal Grant.

**b. Hoxie Center**

Allison Bizer-Knox, and Meredith Chase, President, gave an update on the Hoxie Center. Mrs. Bizer-Knox spoke about the timeline for funding release for CPA funding. Mrs. Bizer-Knox spoke about the meeting she had with Barry Johnson and Linda Marzelli to review the grant agreement process. We hired our Clerk of the Works. I heard from Barry Johnson that the grant agreement has been reviewed and is being finalized with himself and Bob Troy.

He asked us to make sure we have a meeting to vote on who will be signer on any checks that come through for CPA funding, and make sure that person is bonded. We already have some bonding in place. We have reached out to our insurance agent and he will contact Barry to make sure we are all set. We may have to increase the level we are bonded at. Wayne Del Pico, our architect, our Clerk of the works, Meredith, and our building caretaker had a meeting on August 24th so everyone understands what we are doing. We were given a checklist of things to take care of, which included making a list of contractors for the bathroom, getting a new statement from Eagle Sprinkler. We are waiting for our plans from our architect to get the final plans. Once the grant agreement gets sent back to us it has to be reviewed by our counsel and Town Counsel. There is a two week process after we put a permit packet in. We are also building relationships in town with individuals and businesses and with other non-profits and potential donors.We are doing a lot of researching, starting to write some grants and getting programs lined up so when we are able to open, by the first of the year, we will have programs to put in the building**.** We have two new interns that started this fall. If people have comments or questions they can send them to**hoxiecenter@gmail.com****.**

Peter Meier questioned do you see yourself applying for other CPC grants going into the next Annual Town Meeting, or are you going to be looking at private donations for the next couple of years. Mrs. Bizer-Knox said we are hoping to be able to gather some donations. We are starting to think about the feasibility of the next phases.

Mrs. Bizer-Knox questioned if she should give an update at Town Meeting. Tom Guerino said he will ask the moderator if that is an article he wants on the Town Meeting for reports from other committees.

Judy Froman questioned what types of programming are you looking at for the Hoxie Center? Mrs. Bizer-Knox said we will continue the fishing programs/class, yoga classes, hip hop, dance, theater, musicians, more events, photography class, if people are interested in teaching a class they can contact us at the Hoxie Center.

George Slade questioned if Quincy College will still have classes at Hoxie Center.

Mrs. Bizer-Knox said yes, Quincy College is still looking to have classes at Hoxie Center.

**7) Selectmen’s Business –**

 **a. Waiver of fee for Community Building for Holiday Craft Show Fair Nov. 4**

Peter Meier went over the request from the Friends of the Council on Aging. They are requesting a waiver of fees for the Holiday Craft Show to be held on November 4, 2017 from 9:00 A.M. - 2:00 P.M. in the Bourne Veterans Memorial Center. The proceeds will help the Friends Food Pantry and seniors in need in our community.

**Voted** Peter Meier moved and seconded by Don Pickard to approve the request.
Vote: 4-0.

**8) Town Administrator’s Report**

**a. Town Meeting Article List review**

**b. Update of meeting with Stop & Shop Representatives**

Tom Guerino updated the Board relative to the dredge at Barlow's Landing. It will start within the next week and will last about 3-4 weeks. We expect to take out up to 81,000 cu. yd. of material in that area. The rate is $9 per yard.

The bid has gone out and a notice to proceed has been provided relative to the ramp at Monument Beach. Since notice to proceed went out we will wait for a contract and that will go to Council for review. That should start sometime in October and be done byyears end.

The grant to the Economic Development Administration at the Department of Commerce went out and it has been accepted and transferred to the appropriate federal agency.

Mr. Guerino updated the Committee on the Park. We ordered an addition piece of playground equipment. It is all within budget.

Mr. Guerino wanted to remind the Board how the elections will work at the MPO. The Board voted to put Mrs. Froman's name forward as the Bourne Candidate and the other members will withdraw. There will be 20 votes. You are invited to attend the MPO meeting on the 20th of November at 1:00 to have a public vote. Each Board member of the other towns will receive an absentee ballot that will be opened publically at that meeting and who votes for whom will be noted. It is a public process.

Don Pickard questioned when with potential candidates will be announced. Mr. Guerino said he will find out.

Mr. Guerino said he sent the Town Meeting Articles to the Board members again.

Mr. Guerino bought forward the proposed organizational chart. Don Pickard questioned if we can discuss this because it is not on the agenda.

Mr. Guerino updated the Board about the meeting with Stop & Shop representatives. Coreen Moore, Mr. Slade, and I meet with four representatives from Stop & Shop. We discussed potential lighter use of the land and perhaps working with Mass DOT and the Tech School and the commission to set up a meeting with all those entities relative for potential to putting the bypass road in prior to full scale development of the project. The meeting with Mass DOT and the others is something we want to move forward with in the next couple of weeks.

George Slade spoke about the possibility of a mid-west retail mall; the other item is the traffic mitigation. Mr. Slade spoke about the need to work with the Upper Cape Tech, the DOT and the Commission to move forward.

Judy Froman questioned the quarterly updates we were going to receive from them. Mr. Guerino said the next update will be right after the first of the year. George Slade said it is a quarterly update to me, Coreen Moore, Dick Conron and Mr. Guerino.

Mr. Slade spoke about the Grand Union property. Mr. Guerino said the developer isn't getting any hits to have anything come in. They are committed by lease to pay rent there for the next several years. They would like to get out of that any have something come in.

Mr. Guerino spoke about the series of town meeting articles: funding for the wastewater plant, reimbursing the reserve fund, annual meeting budget amendment article, staff person at the fire department, mileage reimbursement added to the budget. Peter Meier questioned the consultant fees for the LCP and the master plan. Mr. Guerino said he hasn't added that to the budget, but he can add that to the budget.

OPEB article, post-employment benefits, meeting about the necessity for the town to get serious on a funding schedule for OPEB to insure our bonding rating stays in a good rating, We are going to call a meeting of the OPEB Trust Fund Committee and try to set a policy in May to put a real plan of action together relative to strategic and consistency funding of the OPEB Liability. Looking to establish a Sewer Department Capital Stabilization Reserve that would be funded through the Enterprise Fund or revenues that come into the Enterprise Fund, it would not be funded with General Fund Revenues.

There is an Article to vote to transfer a sum of money from the Sewer Department Retained Earnings for the purposes of conducting financial review of the Town of Wareham sewer invoices to the town of Bourne to include professional audits of prior fiscal year. We will go to the Sewer Commissioners on that.

We have a potential article to transfer a sum of money to satisfy the terms of a negotiated agreement as it relates to the fire department local 1717 contract. Hoping that will go through for October 30th. The union to date has not accepted the contract.

We are working on a land acceptance article relative to a dog park. There is a lot of work that needs to be done for that. There is also a road betterment that needs to be satisfied.

There is a Road Betterment Bylaw Amendment. The State Statute and the Town Bylaw are not in sync. Counsel is working on that.

There has been discussion of residency as it relates to various committees and boards. Counsel is looking at the statutes and try to combine those.

Peter Meier spoke about the road betterment bylaw.

George Slade questioned the mileage reimbursement, do we have to go to Town Meeting. Mr. Guerino said we added another inspector to the Health Department. They will be doing inspections in their own vehicle and there is not enough money in the budget to reimburse them.

Paul Gately questioned when you have to sign the warrant. Mr. Guerino said it has to be signed by the Board of Selectmen on the 10th of October so it can be posted by the 13th.

Peter Meier questioned if there is a public hearing on the Assistant Town Administrator position. Tom Guerino said when we go to the Finance Committee; I was hoping it could be a joint session.

Mr. Guerino spoke about the CPC meeting and the request to fund a mobility accessible ramp at Electric Ave Beach.

**9) Selectmen’s Reports**

**a. Clerk to report out agreed to goals for current year**

Judy Froman read the goals for the Selectmen. The goals were based on the vision and the mission of the Board of the Selectmen.

1. To ensue Bourne's economic and social viability, all blighted buildings will be eliminated in 5 years to create a marketable portfolio for investment and development enhancing sound economic development as soon as April 2018
2. By the end of fiscal year 18 two blue economies will enhance Bourne distinctive proximity to the ocean and oceanographic research will be identified
3. Develop a healthier community within Bourne, a feasibility study on the cost of constructing sidewalks along Shore Road and County Road.
4. To Improve town management an Assistant Town Administrator will be hired by March 1, 2018
5. Conduct a checks and balances of departmental staff/operations to maximize efficiencies with a completion date of 2023.

At each meeting there will be an update of goals on a rotating basis. The Selectmen will get their smart goals to me by noon on Thursday.

George Slade said we should make sure we publicly acknowledge Susan Sleetzman, the assistant superintendent, for handling the last three of the four goal setting meetings, she was instrumental in guiding us.

Peter Meier was asked to let the public know the drama club will be doing a production of the Spelling Bee this fall, November 10th, 11th and 12th. Mr. Meier said he went to the Scallop festival.

Judy Froman said she received a communication from Laura Sena and her family. They send a thank you to the Board Community Boating. It was published in the Sandwich Enterprise.

George Slade said the members of the recycling committee will attend the Friday night Bourne High School Football game to promote recycling of bottles and cans at sporting events. Recycling carts will be placed at the field near the trashcan and members of the committee will be there to encourage recycling. This is a one time trial event.

The next Bourne Selectmen meeting will be on Tuesday, October 3rd at 7:00 P.M.

**10) Adjourn**

**Voted** Peter Meier moved and seconded by Don Pickard to adjourn. Meeting adjourned at 8:51 pm. Vote 4-0.

Respectfully submitted – Carole Ellis, secretary.