

2. Promote design and construction of housing, subdivisions and commercial properties that reflects the distinctive character of Cape Cod.
3. Discourage strip commercial development in favor of village centers and planned industrial, commercial, or office parks.

Community Design Actions

1. Expand design standards and design review procedures now applied to Buzzards Bay to improve the visual quality of highways, business parks, and the other villages.
2. Encourage developers to include mixed use in their projects by using residential, retail, office and other commercial uses in village centers to serve local residents.
3. Continue to support planned development and improvement of Main Street in Buzzards Bay as Bourne's government and downtown commercial core, and as a regional center for marine-related education, research and entertainment.
4. Explore ways to better connect Downtown Buzzards Bay visually and physically to the Canal for recreational and boating access.
5. Consider revising the zoning bylaw to better moderate the size, mass, and setbacks of residential buildings relative to their lot sizes and neighboring structures.
6. Require deeper buffers between residential and commercial neighborhoods.
7. Preserve Bourne's agricultural land uses and the rural and maritime character of the community by protecting recognized and designated buildings and sites.
8. Mount a program of public education and business incentives that will encourage existing businesses to redesign their buildings and sites in a more attractive way, as has been done in downtown Buzzards Bay.

COASTAL RESILIENCY

Coastal Resiliency Goal: To minimize and mitigate the effect of sea level rise, increasingly frequent and severe storms, and other climate-related hazards on the town's residents, economy, and infrastructure.

Coastal Resiliency Policies

1. Recognize that the climate in Bourne has changed significantly in recent decades, resulting in hotter summers, colder winters, and more severe and more frequent storms year-round.
2. Actively seek ways to reduce loss of life, property, infrastructure, and the impacts on environmental and cultural resources in Bourne from natural hazards.
3. Ensure mitigation measures are sensitive to natural features, historic resources, and community character.

Coastal Resiliency Actions

1. Appoint a Coastal Resiliency Advisory Committee to monitor and advocate town actions.
2. Work with state and regional agencies to create programs that encourage local power sources and reduce dependency on the national power grid.
3. Participate in the National Flood Insurance Program (NFIP) Community Rating System (CRS) program through enhanced floodplain management activities.
4. Work with officials of Joint Base Cape Cod to evaluate the risk of wild fires and take actions

to reduce the risk.

5. Conduct public outreach to increase the number of subscribers to the Code Red system of communication with residents before, during, and after hazard events.
6. Develop and distribute hazard awareness information and conduct educational programs for the public.
7. Seek and take advantage of funding opportunities through the Municipal Vulnerability and Coastal Zone Management grants to implement Bourne's Hazard Mitigation Plan and to reduce the town's vulnerability to natural hazards.
8. Raise access roads to Wings Neck, Scraggy Neck, Patuisset, and Mashnee Island.
9. Coordinate local hazard mitigation planning and activities with those of Barnstable County, Plymouth County, and surrounding towns.
10. Encourage wind-resistant design techniques for new construction and reconstruction during the town's permitting process.
11. Move paper records stored in Town Hall and other vulnerable locations to safer sites outside of the floodplain.

CAPITAL FACILITIES AND INFRASTRUCTURE

Capital Facilities and Infrastructure Goal: To identify needs and recommend means to provide adequate community facilities to meet Bourne's current and projected needs, without placing undue burdens on its financial resources.

Capital Facilities and Infrastructure Policies

1. Development of new infrastructure, whether by public agencies or private entities, shall be consistent with Bourne's Local Comprehensive Plan and the Cape Cod Commission Regional Policy Plan.
2. Public investments in infrastructure and facilities shall reinforce the traditional character, Cape Cod Placetypes, and village center development patterns of the town.

Capital Facilities and Infrastructure Actions

1. Review and consolidate former municipal facilities plans to create a comprehensive Capital Improvement Plan (CIP).
2. Update annually the five-year CIP as an effective tool to plan property acquisitions, development and redevelopment of structures and facilities, as well as replacement of major vehicles and equipment.
3. Create a Facilities Management Department and hire a fulltime Facilities Manager.
4. Consider adding construction management and project management to the Facilities Manager's role beyond building maintenance to leverage the position to further assist the town.
5. Consider expanding the new Facilities Management Department into an independent Buildings and Grounds Department within the DPW that includes full-time technicians such as carpenters, plumbers, electricians, and painters, so that less work has to be outsourced.
6. Conduct a comprehensive assessment of town facilities every five years.
7. Consider designating a portion of the short-term rental tax to wastewater facilities planning and development.

8. Reactivate the Wastewater Advisory Committee to monitor and coordinate wastewater planning and development in all areas of Bourne.
9. Implement an impact fee system to assure that all future development and redevelopment covers its fair share of the cost of building, buying or expanding capital facilities and assets related to the development.
10. Acquire or reserve sites for future capital facilities before Bourne is fully developed in order to reduce future costs and community disruption.
11. Conduct highest and best use studies on underutilized municipal buildings and facilities.

TRANSPORTATION

Transportation Goal: To create a system of transportation alternatives that allows Bourne residents and visitors to move freely, economically, and efficiently within the town and between Bourne and other locations, on and off Cape Cod.

Transportation Policies

1. Improve the flow of through traffic crossing Bourne, and separate through traffic from local traffic to allow both to move freely without interfering with each other.
2. Discourage through traffic from using local roads.
3. Encourage alternatives to automobile use and expand travel options for persons who cannot or prefer not to drive.

Transportation Actions

1. Urge the Army Corps of Engineers to accelerate plans to replace the canal bridges.
2. Support the MassDOT plan to replace the Bourne Bridge Rotary with a conventional highway interchange.
3. Work with MassDOT to reconfigure the interchange between Route 25 and Scenic Highway, including removing Belmont Circle from the through traffic pattern.
4. As part of the rotary replacement, build a new northbound MacArthur Boulevard north of the landfill and convert the existing southbound lane to a two-way local service road.
5. Extend the Shining Sea Bicycle/Pedestrian Trail from North Falmouth to the Cape Cod Canal, and partner with the Cape Cod Commission to expand the Cape's bike path network.
6. Continue to push the MBTA to extend commuter rail service to Buzzards Bay.
7. Reconfigure intersections to increase safety at Five Corners, County and Clay Pond Roads, Shore and Barlow's Landing Roads, and County Road at Route 28A.
8. Encourage MassDOT to install a median barrier the full length of Scenic Highway.
9. Investigate building a new bicycle/pedestrian path between MacArthur Blvd, Clay Pond Road, and Monks Cove, generally following the layout of Valley Bars Road.
10. Promote construction of more park and ride lots near the Canal bridges.
11. Reconstruct Sandwich Road between the canal bridges into a divided parkway.
12. Encourage expanded and improved ferryboat services between off-Cape locations and the islands of Martha's Vineyard and Nantucket, as well as on-Cape locations.
13. Complete the proposed pedestrian/bicycle path between Gallo Ice Arena and the split on Sandwich Road.

ENERGY

Energy Goal: To assure an uninterrupted supply of electricity, natural gas, and communications services to all Bourne residents and businesses, despite changes in climate and weather patterns.

Energy Policy

1. Promote diversification of electrical sources to reduce reliance on the regional grid.
2. Encourage conservation and sustainable production of energy.
3. Reduce lighting that wastes energy, obscures the night sky, and bleeds onto abutting land.

Energy Actions

1. Amend project plan review and design guidelines to include standards for solar orientation, green materials, wind turbines and other energy-efficient design concepts.
2. Take full advantage of the Massachusetts Green Communities Act to identify and fund improvements in energy efficiency and development of renewable energy resources.
3. Cooperate with efforts by OneCape to expand fiber optic internet service throughout town.
4. Strengthen and enforce the existing by-law to reduce excessive commercial lighting.
5. Continue to convert the town's fleet of vehicles to low-emission and energy efficient models that use hybrid power systems or alternative fuels such as propane or bio-diesel.
6. Work with utility companies to locate the most vulnerable distribution systems underground.
7. Identify steps to take advantage of new energy technologies, as they become market proven.
8. Adopt a policy to prohibit opening of windows in public buildings designed to have balanced heating and air conditioning systems.

WASTE MANAGEMENT

Waste Management Goal: Continue to maximize recycling and composting of solid waste; to recycle or compost more than 60 percent of all solid waste by 2030; and to dispose of the waste that cannot be recycled in an economical and environmentally sound manner.

Waste Management Policies

1. Minimize the amount of solid waste that is generated.
2. Maximize the amount of solid waste that is recycled.
3. Reduce financial dependency on landfill operations and extend the life of the landfill facility, while assuring that long-term environmental safety remains an overriding concern.

Waste Management Actions

1. Plan for long-term sustainable development of the ISWM facility and its integrated approach to solid waste management, including potential operations utilizing innovative technologies that can manage materials beyond the closure of the landfill.
2. Monitor developing waste reduction programs and adopt successful models to reduce volumes of waste being generated by residents and businesses.
3. Reach out to the business community and multi-family residential developments to encourage compliance with the mandatory recycling bylaw.
4. Work with and support the Recycling Committee and the Bourne DPW on ways to expand public space recycling initiatives.
5. Educate Bourne residents about the operations of ISWM and improving the quality of single

- stream recycling through public speaking engagements, site tours, and open houses.
6. Work with the Bourne DPW to review and improve curbside collection efficiencies, identify problems and enhance enforcement of the mandatory recycling bylaw.
 7. Continue Bourne's participation in regional household hazardous waste management collection programs in order to prevent hazardous waste from entering the landfill or otherwise being disposed of improperly.
 8. Support initiatives at the state level to create a circular economy through programs such as extended producer responsibility.
 9. Continue to explore more economical or efficient options for disposing of non-recyclable wastes in an environmentally sound manner.
 10. Explore adoption of a toxic and hazardous materials bylaw or regulation based on the Cape Cod Commission's model.

CULTURAL HERITAGE

Cultural Heritage Goal: Protect and preserve the important historic and cultural features of the town's landscape, structures and community activities that help shape its special character, and to ensure that future development respects the traditions and distinctive character of Bourne's historic village centers.

Cultural Heritage Policies

1. Encourage recognition and preservation of historic buildings, documents, artifacts, sites and trails.
2. Guide the character of new development and redevelopment through education and regulations that encourage design that honors Bourne's historic practices.
3. Support cultural heritage activities that contribute to a community's distinctive character and create pleasant memories for its residents and visitors.

Cultural Heritage Actions

1. Appoint an advisory design review panel to review new construction and administer recommended design guidelines.
2. Prepare a publication that explains and illustrates design preferred guidelines, like the Cape Cod Commission Guidebook *Designing the Future to Honor the Past*.
3. Adopt a "landmark incentive program" to recognize individual buildings, sites and areas of cultural significance identified by the Bourne Historical Commission.
4. Tailor zoning to the unique character of each village center, including provisions for mixed use and flexible parking standards.
5. Set up a permit check list system that includes checking for historic significance before any building or demolition permit is issued.
6. Include protection of historic and archeological resources as one of the considerations for special permits.
7. Draft specific guidelines for regulating scenic roads to be included in the zoning bylaw instead of the general bylaws.
8. Initiate a continuing program to bring Bourne's diverse historic and cultural resources into

the schools and community center through displays, plays, and guest lectures.

9. Create a traveling display of Bourne's history and cultural diversity for presentation at public events such as the Main Street Festival and county fair.

ECONOMY

Economy Goal: Envisions Bourne as an attractive location for a diverse business community that provides rewarding year-round employment to town residents at many levels of skill, education and experience, while contributing to the town's economy and respecting its village structure and cultural heritage.

Economy Policies

1. Ensure that commercial and industrial development in Bourne is responsive to the needs of the community for employment, taxes, and services.
2. Prefer businesses that are owned by local residents over businesses that divert money from the local economy to distant owners.
3. Recognize the economic benefit to Bourne generated by recreational activities such as marinas, golf courses, recreational trails, and the Cape Cod Baseball League.

Economy Actions

1. Engage an experienced professional to oversee all community development activities in Bourne, and to assure that such development meets the needs of the community for high-quality jobs and a solid tax base.
2. Conduct a market needs assessment to compile a comprehensive inventory of job needs and to identify categories of businesses that would provide high-quality, well-paid jobs for Bourne residents.
3. Support the Bourne Financial Development Corporation (BFDC) as a more active partner with Bourne's government boards and committees, and assist the BFDC effort to create a business park for Blue Economy companies, clean industries, and start-ups in Bournedale.
4. Take advantage of the Massachusetts Maritime Academy and Bourne's proximity to the scientific and marine institutions of Woods Hole to promote "Blue Economy" businesses.
5. Evaluate significant business development proposals, both in Bourne and the larger region, for their ability to generate positive economic activity and fiscal impact to Bourne.
6. Expand design standards and reach of the design review committee to promote high-quality design and construction of commercial sites, buildings and signs.
7. Continue to work with and encourage private developers and local organizations to build and redevelop properties and business ventures in Downtown Buzzards Bay, in accordance with this Local Comprehensive Plan and related planning studies.
8. Investigate the possibility of creating a Growth Incentive Zone (GIZ) in North Sagamore, to streamline permitting and promote development of new commercial and residential growth.

HOUSING

Housing Goal: To create an adequate supply of housing that is safe, healthy, and attainable for people of all income levels and diverse needs to purchase or rent.

Housing Policies

1. Foster development of diverse neighborhoods with housing for all age and income groups, and with a focus on higher density developments in community activity centers.
2. Actively promote development and preservation of affordable housing in sufficient amounts to meet the needs of first-time homebuyers, renters, and others in need with limited incomes.
3. Protect and expand the supply of housing available and suitable for persons who are aging, physically or mentally challenged, or have other acute needs.

Housing Actions

1. Actively carry out the provisions of Bourne's Housing Production Plan to create affordable housing throughout the town and to attain the plan's goal to raise the share of affordable housing to at least ten percent of year-round resident households.
2. Promote private development of affordable housing through private/public partnerships, regulatory incentives, and tools such as the Local Initiative Program.
3. Facilitate development of rental housing units in areas with adequate utilities, road access and services, and with particular emphasis in the Buzzards Bay Growth Incentive Zone.
4. Revise the zoning bylaw to ease restrictions on "in-law" or year-round accessory apartments in single-family residential districts, by easing restrictions on rental, boarding, and lodging.
5. Create a system to give developers density bonuses or other incentives to create workforce housing units in Downtown Buzzards Bay.
6. Provide an amnesty program to legalize existing accessory apartments and bring them up to code for year-round rental.
7. Institute a program to salvage houses that might otherwise be demolished, and use tax title and other publicly owned properties for single-family or multifamily affordable housing.
8. Encourage, through property tax abatements and other incentives, homeowners who do not have heirs to adopt deed restrictions that would keep their houses affordable in perpetuity.
9. Create a program to acquire and rehabilitate foreclosed properties as affordable housing.
10. Develop educational programs and websites to promote creation of affordable housing and instruct those who qualify of how to gain access to it.
11. Preserve existing housing stock through use of federal, state, and local housing rehabilitation and emergency repair programs.

RECREATION

Recreation Goal: Provide a wide range of opportunities for active and passive recreation to meet the needs and desires of residents and visitors of all ages, abilities and interests.

Recreation Policies

1. Recognize and promote the importance of recreation to Bourne's economy, community character, and quality of life.
2. Encourage and support a wide range of recreational opportunities for persons of all ages, abilities and interests.
3. Preserve and enhance a broad range of opportunities for both active and passive recreation in

the natural environment.

Recreation Actions

1. Actively promote and support extension of the Shining Sea Recreational Trail between North Falmouth and the canal, as this single action would fulfill the Recreation Goal as no other, and would meet all of the Recreation Policies.
2. Consider creating a recreation center with dedicated rooms for after school activities, child care, and adult programs, in the Sagamore area, to supplement current activities at the Veteran's Memorial Community Center.
3. Create a Parks Department within the Department of Public Works to maintain parks, ball fields, and other recreational facilities throughout the town.
4. Continue to work with the Capital Facilities Committee to develop a five-year Capital Improvement Plan for recreational facilities.
5. Find appropriate locations and create a dog park and pickleball courts.
6. Continue to improve maintenance of existing playing fields, and other recreational facilities, using both volunteers and town employees.
7. Partner with the Department of Natural Resources to expand and protect public access to both freshwater and saltwater bodies for recreational activities.
8. Continue to evaluate all existing facilities and future plans for accessibility to persons of all ages and physical abilities.
9. Expand year-round recreation programs that appeal to teenagers and older adults, including opportunities for indoor walking areas.

HUMAN SERVICES

Human Services Goal: Provide and support a broad range of human services that enhance the quality of living and meet the needs of a diverse population that includes children, teenagers, families, and elderly, as well as those facing financial, personal or health difficulties.

Human Services Policies

1. Maintain the traditional diversity of Bourne's population so that it continues to encompass a broad range of persons of all ages, interests and economic status.
2. Recognize the importance of quality of life and fulfillment of basic needs to the economic and social health of the community.
3. Encourage efforts by private and philanthropic interests to provide affordable housing, extended care facilities, and other human services.

Human Services Actions

1. Establish and staff a Human Services Department to coordinate all human service agencies, organizations, and activities in Bourne, so as to avoid duplication of effort and to allow the Council on Aging to focus solely on needs of the elderly.
2. Review and update the surveys of human services conducted by the Council on Aging and Barnstable County to assure that services continue to meet needs within Bourne.
3. Adopt a Human Services Outreach Plan based upon the human services surveys.
4. Expand and promote the Children's and Youth Council to develop and manage programs, and act as advocates, for children and teens.

5. Work with the Cape Cod Regional Transit Authority and local businesses to expand shuttle bus services throughout Bourne.
6. Adjust shuttle bus routes and services to better coincide with activities such as school open and close times, Community Center events, and retail hours.
7. Promote community and neighborhood awareness of the basic needs of elderly residents for food, safety and hygiene.
8. Pressure elected representatives for state, federal and private programs that provide basic preventive and acute care medical services for uninsured residents, and that encourage doctors to remain in private practice despite the high cost of maintaining a local practice.
9. Support organizations that provide emergency assistance and advocacy for families and individuals who are homeless or at risk of becoming homeless.

EDUCATION

Education Goal: To coordinate and support all of the town's educational institutions and activities, in order to provide high-quality learning opportunities at all levels and in a broad range of subjects and specialties for people of all ages and interests.

Education Policies

1. All students can learn, all decisions shall be made in the best interests of students, students learn best when actively involved in the process, and learning is more successful when school experiences have meaning for the students.
2. There is great opportunity to benefit all of the educational institutions in Bourne through collaboration and coordination of curriculum, programs, and activities.
3. Bourne recognizes and promotes the value of the various educational institutions as a unified benefit of living and operating a business in Bourne.

Education Actions

1. Use Bourne's unique coalition of educational systems and its proximity to the marine and scientific institutions in Woods Hole to promote location and expansion of Blue Economy research, manufacturing, and service businesses in town.
2. Create a common online presence where all of Bourne's educational institutions, both public and private, can post information, activities, and announcements.
3. Appoint a standing Council of Education that meets at least quarterly, with representation from all of Bourne's educational institutions, town government, and the business community, to coordinate policies and activities in the best interests of all.
4. Explore opportunities for shared resources in the areas of facility use, student parking, and workforce housing, between the Maritime Academy and Downtown Buzzards Bay.
5. Establish a retail store on Main Street to sell clothing, souvenirs, and supplies representing the Maritime Academy, Upper Cape Tech, and Bourne schools, to benefit all three systems.
6. Develop joint educational ventures between the National Marine Life Center and all of Bourne's educational institutions.
7. Promote Bourne as a college town and center of marine education, research, manufacturing, and services.
8. Continue to encourage Science, Technology, Engineering, and Mathematics (STEM)

educational initiatives and programs in the curriculum at all grade levels.

TABLE OF RECOMMENDED ACTIONS

The following list all of the action items for each of the planning elements in the Local Comprehensive Plan, with assignment of primary responsibility for carrying out each action item, statement of anticipated date of completion, and level of priority. Additional boards, committees, and officials may be involved in carrying out actions, but are not necessarily listed here.

Note that these action items are aspirational, not mandatory. Some are essential; others are optional; still others border on fantasy. They should be considered to be a wish list of possible ways to attain the goals and fulfill the policies listed in this plan.

Completion dates are listed as a general guide. Ongoing actions that have no set completion date are listed as *Cont.* for Continuous

Priorities (P) = High; (H) = Medium (M); Low = (L).

Element	Responsibility	Completion Date	Priority
<u>WATER RESOURCES</u>			
Identify, remediate, treat, or contain identified sources of pollution in coastal embayments and estuaries in an effort to attain established Total Maximum Daily Loads (TMDL).	Con Com Stormwater Working Group	Cont.	H
Create a comprehensive wastewater management plan to upgrade public and private wastewater treatment facilities and methods in appropriate areas, especially in densely developed neighborhoods, and actively seek grants and other funding to carry out the plan.	Sewer Com	2021	H
Promote public/private initiatives to create neighborhood wastewater treatment facilities in lieu of individual septic systems or regional collection and treatment systems.	BOH	Cont.	H
Take advantage of the Pond and Lake Stewardship (PALS) program to compile a biological, chemical, and physical profile of each fresh water pond and waterway, and continually monitor all fresh water areas for changes in the profile.	Con Com	Cont.	H
Encourage and assist the Buzzards Bay and North Sagamore Water Companies to identify and develop new well locations to serve expanding development north of the canal.	Con Com	Cont.	H
Initiate a continuing public education and incentive program on the effects of pollution from septic systems, stormwater runoff, yard fertilization, recreational boating, pet waste, birds and wild animals, and overdevelopment.	Con Com Pollution Task Force	Cont.	M

Work with adjacent towns and the Massachusetts Highway Department to enforce Best Management Practices for controlling storm water runoff from roads.	Con Com, DPW, Stormwater Working	Cont.	M
Continue to collaborate with Joint Base Cape Cod officials to clean up pollution from the base.	BOS	Cont.	M
Adopt water conservation plans that encourage installation and use of water-saving and recycling devices such as cisterns, gray-water tanks, and alternative septic systems.	BOH, Water Districts	2021	M
Improve communications between town, state, and federal officials to coordinate policies and programs related to water quality.	BOS	Cont.	M

OCEAN RESOURCES

Use the Waterways Improvement Fund and funding from the Seaport Economic Council to support rapidly increasing costs of coastal dredging, facilities maintenance, and other coastal environmental quality activities.	Shore & Harbor, Natural Resources	Cont.	H
Review and or revise the Floodplain Zoning Bylaw and pursue other actions recommended in Bourne's 2018 Hazard Mitigation Plan and the Cape Cod Commission's Regional Policy Plan.	Planning Bd Bldg Insp, Engineering	2021	H
Cooperate and support organizations and programs that monitor and evaluate coastal waters, including the Coalition for Buzzards Bay and Massachusetts Estuaries Project.	BOS	Cont.	H
Conduct an assessment and evaluation of ocean resources throughout Bourne.	Natural Res	2020	M
Prepare and publicize a Coastal Resources Management Plan that addresses conflicts between shellfish habitat, navigation, recreation, wildlife and plant habitat, and development.	Natural Res	2021	M
Adopt additional regulations, including a storm water bylaw, required to meet the Phase II Stormwater bylaw standards of the federal Clean Water Act.	BOS, PB, Stormwater Working group	2021	M
Restore and maintain natural tidal flows to salt marsh areas.	Con Com	Cont.	M
Continue to monitor use of, and enforce regulation related to, waterfront fueling facilities, sewage pump-out stations, boats, storm drains, and septic disposal systems.	Natural Res	Cont.	M
Take advantage of the Maritime Academy and the Canal in all efforts to promote and protect Bourne's ocean resources	BOS	Cont.	M
Expand the shellfish propagation and habitat restoration program in accordance with the Coastal Resources Management Plan.	Natural Res	Cont.	M

Inspect and upgrade culverts, storm drains, and other infrastructure to prioritize retrofits and improvements, including dredging where appropriate, in order to improve water quality.	DPW	2020	M
---	-----	------	---

WETLAND RESOURCES

Remove barriers to tidal flow in coastal wetlands, and restore and maintain tidal flows to salt marsh areas	Con Com	2019	H
Protect beaches, dunes, coastal banks, and salt marshes from human alteration.		Cont.	H
Continue the existing successful maintenance and improvement dredging program.	Shore & Harbor	Cont.	M
Create and implement regulations to provide undisturbed natural or vegetated buffer areas boarding wetlands to reduce damaging runoff and protect their natural functions.	Con Com	2021	M
Actively promote public awareness of the value of wetlands and the importance of protecting them; and educate the public on what they can do through social media and mailings	Con Com	Cont.	M
Seek funding by grants or appropriations to support efforts identify and remediate impaired coastal embayments.	Con Com	Cont.	M
Develop a wetlands protection program for inclusion in Bourne's school curriculum.	Con Com / School Dept.	2021	L
Create resource management plans for Bourne's ACEC areas that are consistent with published State guidelines.	Con Com	2022	L

WILDLIFE AND PLANT HABITAT

Post biologically sensitive areas to prevent damage from walkers and cyclists.	Con Com	2021	H
Support and work to implement the Massachusetts Endangered Species Act.	Con Com	Cont.	M
Develop strategies to control and remove invasive species on publicly owned land.	Con Com	Cont.	M
Plant native vegetation as needed to enhance or restore wildlife habitat.	Con Com	Cont.	M
Cluster development away from the most sensitive areas of a site.	Planning Bd.	Cont.	M
Keep identified wildlife migration corridors unimpeded by development or fencing.	Con Com, PB	Cont.	L
Promote best management practices to protect wildlife and plant habitat from adverse impacts.	Con Com	Cont.	M
Minimize clearing and grading of development sites.	Planning Bd.	Cont.	M
Preserve critical wildlife and plant habitats during the design/permitting stage of developments.	Planning Bd.	Cont.	M

Acquire conservation easements over private land to preserve wildlife corridors.	Con Com, CPC	Cont.	L
Revise regulations to protect wetland buffers or create buffers where none exist.	Con Com	Cont.	M

OPEN SPACE

Actively implement recommendations of the 2018 Open Space and Recreation Plan in order to maintain Bourne's rural character and visual appeal.	OSC	Cont.	H
Pursue acquisition or protection of key parcels through land bank, Community Preservation Act, state and federal grants, and other sources of funding.	OSC	Cont.	H
Conduct an Town property inventory of potential viewsheds and work to open them.	OSC	Cont.	L
Revise zoning bylaws and subdivision regulations to increase the amount of open space preserved and to ensure that it remains open.	Planning Bd.	2021	H
Fully utilize advanced planning techniques such as transfer of development rights, land swapping, cluster development, and planned unit development to maximize preservation of open land.	Planning Bd.	2021	H
Continue to develop greenbelts between neighborhoods and villages by buying key parcels, mandating cluster developments, and generating public interest.	OSC	Cont.	M
Support the activities of private organizations, such as the Bourne Conservation Trust, to acquire and preserve open space land and easements.	OSC	Cont.	M
Establish a stewardship program to maintain town-owned open space.	OSC, BOS	Cont.	L
Prevent adverse development impacts on existing open space by requiring new development to consider the proximity of existing open lands to new construction.	Planning Bd.	Cont.	L
Considering limiting occupancy of new dwellings in certain areas of the floodplain to seasonal use.	PB, BOH, ZBA	Cont.	L
Encourage and assist private landowners to restore and preserve open land as well-maintained open space.	Planning Bd.	Cont.	L

COMMUNITY DESIGN

Expand design standards and design review procedures now applied to Buzzards Bay to improve the visual quality of highways, business parks, and the other villages.	Planning Bd.	2023	H
Continue to support planned development and improvement of Main Street in Buzzards Bay as Bourne's government and downtown commercial core, and as a regional center for marine-related education, research and entertainment.	Planning Bd.	Cont.	M

BOARD OF SELECTMEN
Monday, October 28, 2019
Bourne High School
Special Education Room
Bourne, MA

RECEIVED
2020 MAR 13 PM 12: 23
TOWN CLERK BOURNE

Selectmen

Judy Froman, Chair
James Potter, Vice Chair (arrived 6:08 p.m.)
George Slade, Clerk
Peter Meier
Jared MacDonald

Acting Town Administrator, Glenn Cannon

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

Meeting called to Order

Chairman Froman convened the meeting in open session at 6:03 p.m.

A motion was made by Peter Meier, seconded by Jared MacDonald and voted 5-0-0 to enter into Executive Session.

Froman – YES – Slade – YES – Meier – YES – MacDonald – YES – Potter – YES

Motion was made, seconded and voted 4-0-1 (James Potter) to approve a Common Victualer — License to Vela Juice Bar, Inc., Daniel Anthony & Ana Walsh for 89 Main Street, Buzzards Bay

Motion was made by Peter Meier, seconded by Jared MacDonald and voted 5-0-0 to deliberate action on Article 1 of the Special Town Meeting.

Motion was made by Peter Meier, seconded by Jared MacDonald and voted 5-0-0 to support Article 2B of the Special Town Meeting.

The Board of Selectmen had a general discussion regarding Article 2F. Discussion on developing a policy over the winter to address invoicing concerns.

Motion was made by Peter Meier, seconded by Jared MacDonald and voted 5-0-0 to take no position on Article 10.

Motion was made by Peter Meier, seconded by Jared MacDonald and voted 5-0-0 to take no action on Article 14 of the Special Town Meeting.

Motion was made by Meier, seconded by MacDonald and voted 5-0-0 to recess to attend Special Town Meeting.

Revise the zoning bylaw to better moderate the size, mass, and setbacks of residential buildings relative to their lot sizes and neighboring structures.	Planning Bd.	2023	H
Require deeper buffers between residential and commercial neighborhoods.	Planning Bd.	2025	M
Preserve Bourne's agricultural land uses and the rural and maritime character of the community by protecting recognized and designated buildings and sites.	Hist. Com.	Cont.	M
Amend zoning bylaws to require development and redevelopment to redesign their buildings and sites as required in the Downtown district.	Planning Bd.	2020	L

COASTAL RESILIENCY

Create a Coastal Resiliency Advisory Committee (CRAC) to advocate for Coastal Resiliency town actions.	BOS	2021	H
Work with state and regional agencies to create programs that encourage local power sources and reduce dependency on the national power grid.	Emer Pl. Com.	Cont.	H
Participate in the National Flood Insurance Program (NFIP) Community Rating System (CRS) program through enhanced floodplain management activities.	Emer Pl. Com.	Cont.	H
Work with officials of Joint Base Cape Cod to evaluate the risk of wild fires and take actions to reduce the risk.	Emer Pl. Com.	Cont.	H
Conduct public outreach to increase the number of subscribers to the Code Red system of communication with residents before, during, and after hazard events.	Emer Pl. Com.	Cont.	M
Develop and distribute hazard awareness information and conduct educational programs for the public.	Emer Pl. Com.	Cont.	M
Seek and take advantage of funding opportunities through the Municipal Vulnerability and Coastal Zone Management grants to implement Bourne's Hazard Mitigation Plan and to reduce the town's vulnerability to natural hazards.	Emer Pl. Com./CRAC	Cont.	M
Perform a feasibility study to assess raising roads to Wings Neck, Scraggy Neck, Patuisset, and Mashnee Island.	DPW/Con Com/Eng.	2024	M
Coordinate local hazard mitigation planning and activities with those of Barnstable County, Plymouth County, and surrounding towns.	Emer Pl. Com., Con Com	Cont.	L
Move paper records stored in Town Hall and other vulnerable locations to safer sites outside of the floodplain.	Town Clerk/BOS	2021	L

CAPITAL FACILITIES AND INFRASTRUCTURE

Complete or abandon the remaining capital facilities and infrastructure projects listed in the 2009 Cecil Group Municipal Facilities Plan.	BOS	2021	H
--	-----	------	---

Continue to annually update the five-year Capital Improvement Plan as an effective tool to plan property acquisitions, development and redevelopment of structures and facilities, as well as replacement of major vehicles and equipment.	Capital Outlay Comm.	Cont.	H
Require Professional Engineer certification of Facilities Director.	BOS	2020	H
Expand the Facilities Management Department into an independent Buildings and Grounds Department within the DPW that includes full-time technicians such as carpenters, plumbers, electricians, and painters, so that less work has to be outsourced.	Dept. Public Works	2020	M
Conduct a comprehensive assessment of town facilities every five years.	Capital Outlay Comm.	2020	M
Designate a portion of the short-term rental tax to wastewater facilities planning and development.	BOS	2020	M
Reactivate the Wastewater Advisory Committee to monitor and coordinate wastewater planning and development in all areas of Bourne.	BOS	2020	M
Implement an impact fee system to assure that all future development and redevelopment covers its fair share of the cost of building, buying or expanding capital facilities and assets related to development.	Planning Bd.	2020	M
Acquire or reserve sites for future capital facilities before the town is fully developed in order to reduce costs and community disruptions.	Capital Outlay Comm.	Cont.	M
Conduct highest and best use studies on underutilized municipal buildings and facilities.	Capital Outlay Comm.	2020	L

TRANSPORTATION

Urge the Army Corps of Engineers to accelerate plans to replace the canal bridges.	BOS	Cont.	H
Support the MassDOT plan to replace the Bourne Bridge Rotary with a conventional highway interchange.	BOS	Cont.	H
Work with MassDOT to reconfigure the interchange between Route 25 and Scenic Highway, including removing Belmont Circle from the through traffic pattern.	BOS	Cont.	H
As part of the rotary replacement, build a new northbound MacArthur Boulevard north of the landfill and convert the existing southbound lane to a two-way local service road.	BOS	Cont.	H
Extend the Shining Sea Bicycle/Pedestrian Trail from North Falmouth through all of the village centers along the western shore to the Canal.	BOS	Cont.	H
Continue to push the MBTA to extend commuter rail service to Buzzards Bay.	BOS	Cont.	H

Reconfigure intersections to increase safety at Five Corners, County and Clay Pond Roads, Shore and Barlow's Landing Roads, and County Road at Route 28A.	DPW	2021	H
Encourage MassDOT to install a median barrier the full length of Scenic Highway.	BOS	Cont.	M
Build a new bicycle/pedestrian path between MacArthur Blvd, Clay Pond Road, and Monks Cove, generally following the layout of Valley Bars Road.	DPW	2021	L
Promote construction of more park and ride lots near the Canal bridges.	BOS	Cont.	L
Encourage expanded and improved ferryboat services between off-Cape locations and the islands of Martha's Vineyard and Nantucket, as well as on-Cape locations.	BOS	Cont.	L
Complete the proposed pedestrian/bicycle path between the Gallo Ice Arena and the split on Sandwich Road.	DPW	2024	L

ENERGY

Amend project plan review and design guidelines to include standards for solar orientation, green materials, wind turbines and other energy-efficient design concepts.	Planning Bd.	2020	H
Take full advantage of the Massachusetts Green Communities Act to identify and fund improvements in energy efficiency and development of renewable energy resources.	Emer Pl. Com.	Cont.	H
Require energy audits for all new developments and major redevelopments.	Planning Bd.	2020	M
Cooperate with efforts by OneCape to expand fiber optic internet service throughout town.	BOS	Cont.	M
Strengthen and enforce the existing by-law to reduce excessive commercial lighting.	Planning Bd.	2021	L
Continue to convert the town's fleet of vehicles to low-emission and energy efficient models that use hybrid power systems or alternative fuels such as propane or bio-diesel.	DPW	Cont.	L
Work with utility companies to locate the most vulnerable distribution systems underground.	Emer Pl. Com.	Cont.	L
Identify steps to take advantage of new energy technologies, as they become market proven.	Emer Pl. Com.	Cont.	L
Adopt a policy to prohibit opening of windows in public buildings designed to have balanced heating and air conditioning systems.	BOS	2020	L

WASTE MANAGEMENT

Plan for long-term sustainable development of the ISWM facility and its integrated approach to solid waste management, including potential operations	ISWM	Cont.	H
---	------	-------	---

utilizing innovative technologies that can manage materials beyond the closure of the landfill.			
Monitor developing waste reduction programs and adopt successful models to reduce volumes of waste being generated by residents and businesses.	ISWM	Cont.	H
Reach out to the business community and multi-family residential developments to encourage compliance with the mandatory recycling bylaw.	Recycling Comm.	Cont.	H
Work with and support the Recycling Committee and the Bourne DPW on ways to expand public space recycling initiatives.	ISWM	Cont.	M
Educate Bourne residents about the operations of ISWM and improving the quality of single stream recycling through public speaking engagements, site tours, and open houses.	ISWM	Cont.	M
Work with the Bourne DPW to review and improve curbside collection efficiencies, identify problems and enhance enforcement of the mandatory recycling bylaw.	ISWM	Cont.	M
Continue Bourne's participation in regional household hazardous waste management collection programs in order to prevent hazardous waste from entering the landfill or otherwise being disposed of improperly.	ISWM	Cont.	M
Support initiatives at the state level to create a circular economy through programs such as extended producer responsibility.	Recycling Comm.	Cont.	H
Continue to explore more economical or efficient options for disposing of non-recyclable wastes in an environmentally sound manner.	ISWM	Cont.	M
Explore adoption of a toxic and hazardous materials bylaw or regulation based on the Cape Cod Commission's model.	ISWM	Cont.	L

CULTURAL HERITAGE

Appoint an advisory design review panel to review new construction and administer recommended design guidelines.	BOS, PB	2020	H
Prepare a publication that explains and illustrates design preferred guidelines, like the Cape Cod Commission Guidebook <i>Designing the Future to Honor the Past</i> .	Historical Comm.	2020	H
Adopt a "landmark incentive program" to recognize individual buildings, sites and areas of cultural significance identified by the Bourne Historical Commission.	Historical Comm.	2020	H
Tailor zoning to the unique character of each village center, including provisions for mixed use and flexible parking standards.	Planning Bd.	2021	H

Include protection of historic and archeological resources as one of the considerations for special permits.	Planning Bd.	2021	M
Draft specific guidelines for regulating scenic roads to be included in the zoning bylaw instead of the general bylaws.	Planning Bd.	2021	M
Initiate a continuing program to bring Bourne's diverse historic and cultural resources into the schools and community center through displays, plays, and guest lectures.	Historical Comm.	2020	M
Create a traveling display of Bourne's history and cultural diversity for presentation at public events such as the Main Street Festival and county fair.	Historical Comm.	2020	L

ECONOMY

Engage an experienced professional to oversee community development activities in Bourne, and to assure that such development meets the needs of the community for high-quality jobs and a solid tax base.	BOS	2020	H
Conduct a market needs assessment to compile a comprehensive inventory of job needs and to identify categories of businesses that would provide high-quality, well-paid jobs for Bourne residents.	Town Planner	2020	H
Support the Bourne Financial Development Corporation (BFDC) as a more active partner with the town's government boards and committees, and assist the BFDC effort to create a business park for Blue Economy companies and start-ups in Bournedale.	BOS	2020	H
Take advantage of the Massachusetts Maritime Academy and Bourne's proximity to the scientific and marine institutions of Woods Hole to promote "blue economy" businesses.	BOS	2020	M
Evaluate significant business development proposals, both in Bourne and the larger region, for their ability to generate positive economic activity and fiscal impact to Bourne.	Planning Bd.	Cont.	M
Expand design standards and reach of the design review committee to promote high-quality design and construction of commercial sites, buildings and signs.	Planning Bd.	2020	L
Continue to work with and encourage private developers and local organizations to build and redevelop properties and business ventures in Downtown Buzzards Bay, in accordance with this Local Comprehensive Plan and related planning studies.	Planning Bd.	Cont.	L
Investigate the possibility of creating a Growth Incentive Zone (GIZ) in North Sagamore, to streamline permitting and promote development of new commercial and residential growth.	Planning Bd., BOS, Town Planner	2020	L

HOUSING

Actively carry out the provisions of Bourne's Housing Production Plan to create affordable housing throughout the town and to attain the plan's goal to raise the share of affordable housing to at least ten percent of year-round resident households.	Housing Trust/Partnership	Cont.	H
Promote private development of affordable housing through private/public partnerships, regulatory incentives, and tools such as the Local Initiative Program.	Housing Trust	Cont.	H
Facilitate development of rental housing units in areas with adequate utilities, road access and services, and with particular emphasis in the Buzzards Bay Growth Incentive Zone.	Housing Trust/Partnership	Cont.	H
Revise the zoning bylaw to ease restrictions on "in-law" or year-round accessory apartments in single-family residential districts, with restrictions on short-term or seasonal use.	Planning Bd., Housing Partnership	2021	M
Create a system to give developers density bonuses or other incentives to create workforce housing units in Downtown Buzzards Bay.	Planning Bd.	2021	M
Provide an amnesty program to legalize existing accessory apartments and bring them up to code for year-round rental.	Housing Trust, ZBA	2021	M
Institute a program to salvage houses that might otherwise be demolished, and use tax title and other publicly owned properties for single-family or multifamily affordable housing.	Housing Trust	2020	M
Encourage, through property tax abatements and other incentives, homeowners who do not have heirs to adopt deed restrictions that would keep their houses affordable in perpetuity.	Housing Trust	Cont.	L
Create a program to acquire and rehabilitate foreclosed properties as affordable housing.	Housing Trust/Partnership	2020	L
Develop educational programs and websites to promote creation of affordable housing and instruct those who qualify of how to gain access to it.	Housing Part.	2020	L
Preserve existing housing stock through use of federal, state, and local housing rehabilitation and emergency repair programs.	Housing Trust	Cont.	L

RECREATION

Actively promote and support extension of the Shining Sea Recreational Trail between North Falmouth and the canal, as this single action would fulfill the Recreation Goal as no other, and would meet all of the Recreation Policies.	Recreation Comm.	Cont.	H
--	------------------	-------	---

Consider creating a recreation center with dedicated rooms for after school activities, child care, and adult programs, in the Sagamore area, to supplement current activities at the Veteran's Memorial Community Center	Recreation Comm.	Cont.	H,
Create a Parks Department within the Department of Public Works to maintain parks, ball fields, and other recreational facilities throughout the town.	DPW	2021	H
Continue to work with the Capital Facilities Committee to develop a five-year Capital Improvement Plan for recreational facilities.	Recreation Comm.	Cont.	M
Find appropriate locations and create a dog park and pickleball courts.	Recreation Comm.	Cont.	L
Continue to improve maintenance of existing playing fields, and other recreational facilities, using both volunteers and town employees.	Recreation Comm.	Cont.	L
Partner with the Department of Natural Res to expand and protect public access to both freshwater and saltwater bodies for recreational activities.	Recreation Comm.	Cont.	L
Continue to evaluate all existing facilities and future plans for accessibility to persons of all ages and physical abilities.	Recreation Comm.	Cont.	L
Expand year-round recreation programs that appeal to teenagers and older adults, including, opportunities for indoor walking areas.	Recreation Comm.	Cont.	L

HUMAN SERVICES

Establish and staff a Human Services Department to coordinate all human service agencies, organizations, and activities in Bourne, so as to avoid duplication of effort and to allow the Council on Aging to focus solely on needs of the elderly.	BOS	2020	H
Review and update the surveys of human services conducted by the Council on Aging and Barnstable County to assure that services continue to meet needs within the town.	Human Services Com.	2020	H
Adopt a Human Services Outreach Plan based upon the human services surveys.	Human Services Com.	2020	H
Expand and promote the Children's and Youth Council to develop and manage programs, and act as advocates, for children and teens.	Human Services Com.	2020	M
Work with the Cape Cod Regional Transit Authority and local businesses to expand shuttle bus services throughout the town.	Human Services Com.	2020	M
Adjust shuttle bus routes and services to better coincide with activities such as school open bus services throughout the town.	BOS	2020	M
Promote community and neighborhood awareness of the basic needs of elderly residents for food, safety and hygiene.	Human Services Com.	2020	M

Pressure elected representatives for state, federal and private programs that provide basic preventive and acute care medical services for uninsured residents, and that encourage doctors to remain in private practice despite the high cost of maintaining a local practice.	Human Services Com.	2020	L
Support organizations that provide emergency assistance and advocacy for families and individuals who are homeless or at risk of becoming homeless.	Human Services Com.	2020	L

EDUCATION

Use Bourne's unique coalition of educational systems and its proximity to the marine and scientific institutions in Woods Hole to promote location and expansion of Blue Economy research, manufacturing, and service businesses in town.	BOS	Cont.	H
Create a common online presence where all of Bourne's educational institutions, both public and private, can post information, activities, and announcements.	School Committee	2020	H
Appoint a standing Council of Education that meets at least quarterly, with representation from all of Bourne's educational institutions, town government, and the business community, to coordinate policies and activities in the best interests of all.	BOS	2020	H
Explore opportunities for shared resources in the areas of facility use, student parking, and workforce housing, between the Maritime Academy and Downtown Buzzards Bay.	Planning Bd.	2020	M
Encourage establishment of a retail store on Main Street to sell clothing, souvenirs, and supplies representing the Maritime Academy, Upper Cape Tech, and Bourne schools to benefit all three systems.	School Committee	2020	M
Develop joint educational ventures between the National Marine Life Center and all of Bourne's educational institutions.	School Committee	Cont.	M
Promote Bourne as a college town and center of marine education, research, manufacturing, and services.	BOS	Cont.	L
Continue to encourage Science, Technology, Engineering, and Mathematics (STEM) educational initiatives and programs in the curriculum at all grade levels.	School Committee	School Com.	L

ARTICLE 13: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the purpose of funding **Capital Improvements and Capital Projects**, or take any other action in relation thereto.

Sponsor – Capital Outlay Committee

CAPITAL OUTLAY REPORT FOR FY2020

	DEPART.	PROJECT/DESCRIPTION	AMOUNT	MGL BORROW STATUTE	FUNDING SOURCE
1	Conservation	Scanning of Conservation Documents	\$ 51,000.00		Free Cash
2	DNR	Barlows Landing Dinghy Dock	\$ 38,000.00		Waterways Fund
3	DNR	Garage Heating System	\$ 11,500.00		Free Cash
4	DPW	Sanitation/Recycling Packer	\$365,000.00	Ch 44, Sec 7(1)	Borrowing
5	DPW/ Facilities	Facilities Management Software	\$ 20,500.00		Free Cash
6	Engineering	Sagamore Beach Fire Dept Parking lot expansion design	\$ 40,000.00		Free Cash
7	ISWM	Sanitation/Recycling Packer	\$365,000.00	Ch 44, Sec 7(1)	Borrowing
			<u>\$891,000.00</u>		

ARTICLE 14: To see if the Town will vote pursuant to Section 2.3.1 of the Town of Bourne Bylaws to **repeal Section 3.1.45 - Prohibition on Marijuana Establishments** of the Town of Bourne Bylaws. Or to do or take any other action regarding the same.

Sponsor – The Haven Center, Inc.

ARTICLE 15: To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase or gift, a **parcel of land in the Town of Bourne shown as Lot 1 on the plan recorded in the Barnstable County Registry of Deeds in Plan Book 675, Page 72 entitled “Plan on Land of Assessor’s Map 52, Parcel 41, MacArthur Boulevard, Bourne, MA prepared for Flyover Nominee Trust**, Prepared by Green Seal Environmental, Inc. Scale 1”=80’, dated May 30, 2018”, a copy of which is on file at the Office of the Town Clerk, consisting of approximately 11 acres in total, owned by Mac Hunter, LLC, and designated by Bourne Assessors Map 52, Parcel 41, for conservation and wildlife habitat protection under the provisions of M.G.L. Ch. 40, and Article 97 of the Articles of Amendment of the Massachusetts Constitution, and for mitigation purposes for the Town of Bourne, Department of Integrated Solid Waste Management Facility, with the care, custody, control and management of such parcel to be vested with the Bourne Conservation Commission, pursuant to M.G.L. Chapter 40, Section 8C, and to appropriate or transfer available funds from the Integrated Solid Waste Management Enterprise Fund retained earnings, or borrow a sum of money, for the purposes of this article, and, if necessary, to authorize the Bourne Board of Selectmen and Bourne Conservation Commission to grant a qualified organization a perpetual conservation restriction pursuant to the provisions of M.G.L. Chapter 184, Sections 31-33, protecting the property for the purposes for which it is acquired, or act on anything in relation thereto.

Sponsor – Board of Selectmen

ARTICLE 16: To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase or gift a parcel of **land in the Town of Bourne shown as Lot 2 on the plan recorded in the Barnstable County Registry of Deeds in Plan Book 675, Page 72 entitled "Plan of Land of Assessor's Map 52, Parcel 41, MacArthur Boulevard, Bourne, MA prepared for Flyover Nominee Trust,** Prepared by Green Seal Environmental, Inc., Scale 1"=80', dated May 30, 2018," a copy of which is on file at Office of The Town Clerk, consisting of approximately 6.5 acres, owned by Flyover Nominee Trust, Kathryn L. Harding Trustee, and designated by Bourne Assessors Map 52, Parcel 96, for conservation and wildlife habitat protection under the provisions of M.G.L. Ch. 40, and Article 97 of the Articles of Amendment of the Massachusetts Constitution, and for mitigation purposes for the Town of Bourne, Department of Integrated Solid Waste Management Facility, with the care, custody, control and management of such parcel to be vested with the Bourne Conservation Commission, pursuant to M.G.L. Chapter 40, Section 8C, and to appropriate or transfer from funds from the Integrated Solid Waste Management Enterprise Fund retained earnings, or borrow a sum of money, for the purposes of this article, and, if necessary, to authorize the Bourne Board of Selectmen and Bourne Conservation Commission to grant to a qualified organization a perpetual conservation restriction pursuant to the provisions of M.G.L. Ch. 184, Sections 31-33, protecting the property for the purposes for which it is acquired, or act on anything in relation thereto.

Sponsor - Board of Selectmen

ARTICLE 17: To see if the Town will vote to authorize the Board of Selectmen acting through the Town Administrator and after advice and consultation with Special Town Counsel appointed for such advice and consultation, to acquire by purchase or gift, a parcel **of the land together with the buildings thereon or any portion thereof generally located at 0 County Road and 100 Doctor Julius Kelly Lane** in the Town of Bourne and shown as Assessor's Parcels 23 and 54 on Assessor's Map 44, for the purpose of the maintenance of community gardens, the placement and construction of a fire station, and for such other lawful and permissible uses or purposes deemed to be in the best interest of the Town by the Board of Selectmen and to take all action in connection with such purchase, and to enter into a contract for the acquisition thereof by the Town upon such terms and conditions deemed to be in the best interest of the Town by the Board of Selectmen, to raise or transfer and appropriate the funds necessary for the purchase of said property and conditioned upon obtaining any other or further approvals as may be required by law to effectuate the intended purpose or purposes of such purchase.

Sponsor - Board of Selectmen

Approved: October 8, 2019

BOARD OF SELECTMEN

Judith MacLeod Froman

Peter J. Meier

James L. Potter

Jared P. MacDonald

George G. Slade, Jr.

Barnstable, ss.

Bourne, Massachusetts

By virtue of the Authority vested in me, I have this day posted a true and attested copy of this warrant in the Bourne Veterans' Memorial Community Center, Bourne Town Hall and in all the post offices in the Town of Bourne viz: Buzzards Bay Post Office, Bourne Post Office, Monument Beach Post Office, Pocasset Post Office, Cataumet Post Office, Sagamore Post Office, and the Sagamore Beach Post Office.

Dated this _____ day of _____, 2019

Constable

Received in the Town Clerk's Office _____

Barry H. Johnson, Town Clerk

Voted: Peter Meier moved and seconded by Jared MacDonald to authorize the signing of the warrant for Town Meeting.

James Potter suggested, regarding Article 1, we have a discussion with the Cable Advisory Group. Is this a budget thing; what is going on that we are losing our visibility on the internet. Glenn Cannon said he will reach out to them.

Glenn Cannon went over the changes to the Articles.
Article 2 Community preservation voted against \$20,000 for the town hall acceptability plan. That came out which dropped the value down to \$346,000.

Article 3 there is the \$20,000: \$10,000 in Salaries for Economic Development Officer and \$10,000 in Expenses.

Deleted Article 17 - the Community Septic System.
James Potter explained why Article 17 was deleted. It is not gone forever. We will have to build in a number where we can administer it ourselves.

James Potter questioned regarding Article 2 - Cedar Point Association asking \$50,000 for that project and the Pocasset Community building - do they put a preservation restriction on the building? It's not required but it's part of CPC, that if you ask for money a third party holds the restriction on the building so you can sell it.

Glenn Cannon said Article 17, which was 18, we took out the language about negotiating a price and put in purchase. Glenn Cannon read from Article 17: to raise or transfer and

appropriate the funds necessary for the purchase of said property and conditioned upon obtaining any other or further approvals as may be required by law to effectuate the intended purpose or purposes of such purchase.

It was changed from negotiating a price to actually purchasing price.

Peter Meier said the motion means we sign the warrant so the Constable can post it, and the wording cannot change.

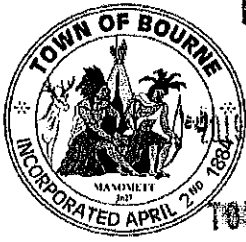
James Potter said the last article talks about acquiring the land for the community gardens, the placement and construction of the fire station and for such other lawful and permissible uses or purposes deemed to be in the best interest of the Town by the Board of Selectmen. Mr. Potter said the language should be there, but that leave it wide open.

Vote: 5-0-0

6) Adjourn

Voted Jared MacDonald moved and seconded by James Potter to adjourn. The meeting adjourned at 9:18 pm. Vote 5-0-0.

Respectfully submitted – Carole Ellis, secretary.



RECEIVED

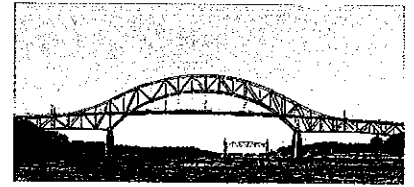
Board of Selectmen

Meeting Notice

AGENDA

OCT -7 PM 3:20

TOWN CLERK BOURNE



Date

October 9, 2019

Time

6:00 P.M.

Location

Bourne Veterans' Memorial
Community Center
239 Main Street, Buzzards Bay

Note this meeting is being televised and recorded. If anyone in the audience is recording or video-taping, they need to acknowledge such at this time.

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

6:00 P.M Call Public Session to Order in Open Session

Call meeting to order.

Executive Session Contract negotiations for Non-Union personnel: Town Administrator. The Chair has declared that an open meeting may have a detrimental effect on the negotiating position of the public body with respect to the discussion concerning negotiations.

Roll call Vote to convene in Executive Session for the purpose stated.

The Board of Selectmen will reconvene in open session following the Executive Session at approximately 7:00 p.m.

Roll call Vote to adjourn Executive Session.

The Board of Selectmen will reconvene in open session at the conclusion of the Executive Session.

Reconvene in public session

Board Chair will report out any actions and call for votes necessary as a result of the Executive Session.

1. Selectmen's Business
 - a. Discussion and possible vote on Special Town Meeting Article Recommendations.
2. Adjourn

**Board of Selectmen
Minutes of Wednesday, October 9, 2019
Bourne Veterans' Memorial Community Center
Buzzards Bay, MA**

ATA Glenn Cannon

Selectmen

Judy Froman, Chair
James Potter, Vice Chair
George Slade, Clerk
Jared MacDonald – Excused for the public session
Peter Meier

RECEIVED
2019 DEC -9 PM 12:00
TOWN CLERK BOURNE

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.

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

6:00 p.m. Call Public Session to order in Open Session

Executive Session: Motion to enter into Executive Session to discuss contract negotiations for non-union personnel: Town Administrator. The Chair has declared that an open meeting may have a detrimental effect on the negotiating position of the public body with respect to discussion concerning negotiations.

Roll call vote to convene in Executive Session for the purpose stated.

The Board of Selectmen will reconvene in open session following the Executive Session at approximately 7:00 P.M. Roll call vote to adjourn the Executive Session

The Board of Selectmen will reconvene in open session at the conclusion of the Executive Session. Reconvene in public session

Board Chair will report out any actions and call for votes necessary as a result of the Executive Session.

Chair call public session to order in open session

Meeting Called to Order

Madam Chair Froman called the meeting to order at 7:02 pm.

Judy Froman said the Selectmen did not have an Executive Session prior to this meeting so there is nothing to report. After the public session they will go into Executive Session.

Ms. Froman stated that Jared MacDonald is excused from the Public session but will be participating remotely for the Executive session.

1) Selectmen's Business

a. Discussion and possible vote on Special Town Meeting Article Recommendations

Peter Meier took a point of personal privilege to wish his daughter a Happy Birthday.

Voted: Peter Meier moved and seconded by George Slade to take Article 2 out of order.
Vote: 4-0-0.

ARTICLE 2: To see if the Town will vote, upon recommendation of the Community Preservation Committee, to appropriate a sum of money for the following **Community Preservation Fund purposes**, and to meet said appropriation, to transfer from available funds or reserves from the FY2020 estimated Community Preservation Fund Revenues a sum of money for the purposes of this article, or take any other action relative thereto.

Sponsor – Community Preservation Committee

Bob Dwyer, president of the Pocasset Village Foundation, said we have an application that has been approved by the CPC and other committees for \$100,000 for historic restoration of our Pocasset Community Building, and also for improvement of access to the whole building, ADA accessible to the lower building and improving the climate control in the lower conference room, which has mold. The application totals \$100,000. It is divided into 4 historic restoration tasks and 2 accessibility tasks. Mr. Dwyer explained what the historic restoration tasks will cover. The 5th project is to grade the driveway on the left side of the building to ADA specifications. Put a handicap parking at the bottom end and a turnaround; also to put a graded entry that goes down across the back of the building and meets the existing opening for the lower conference room at the basement level. An alternative is to put a single person elevator in to get someone to the lower level. The last project is to install better climate control in the lower building/conference room.

Judy Froman questioned if there will be cost consideration regarding the upkeep and inspections of the elevator.

James Potter questioned if anyone currently holds a preservation restriction on the building. Bob Dwyer said we are not registered anywhere now. We are trying to get National Register of Historic Places Registration because that opens other grant avenues for us. Mr. Potter questioned who holds the preservation restriction, you need a third party. Mr. Dwyer said he thinks the National Register does. Mr. Potter stated he'd feel more comfortable in town dollars invested in something that was being held accountable by a third party as a preservation restriction to make sure the investment from the town stays with that building, the building won't be sold next year with all the town's tax dollars used to improve the building with nothing to show. Mr. Dwyer said we'd be ok to have the town Historical Commission hold the restriction and hold us to task.

Peter Meier said you can write it in the agreement that if this property is sold the next person has to maintain it or pay back public money that was used for it.

Voted: Peter Meier moved and seconded by George Slade to support Article 2 letter F as part of the overall package. Vote: 4-0-0.

Voted: James Potter moved and seconded by George Slade to send a letter to Community Preservation asking to start applying preservation restrictions on privately owned/historic buildings moving forward. Vote: 4-0-0.

- A. Bourne Conservation, Create a park at 789 Shore Rd, Pocasset, Open Space/Recreation, Open Space/Recreation Reserves \$80,000

Voted: George Slade moved and seconded by Peter Meier to support this article.

James Potter questioned if we go a cost estimate for this project. Glenn Cannon said he will check with Sam to see if they got a cost estimate.

Vote: 4-0-0.

- B. Cedar Point Association Inc, Engineering evaluation of the water quality for Hen Cove, Barlows Landing, Patuisset Island Pond and Wings Neck Dam, Open Space/Recreation, \$50,000 Open Space/Recreation Reserves

Glenn Cannon said he had a conversation with the CPC Chairman, made it clear to him this is a separate project from Town staff. This is not a Town sponsored project. We are happy to give guidance and assistance, but we will not be signing off on invoices, that the town does not have control over the project. He said they would separate it out. It would be a CPC project and they would bring it forward as a CPC project without town staff.

James Potter said the Town should be the sponsor. The town stepping back from approving invoices and being part of the administration of this, and if CPC is the administrator of this and the invoices, they are going to incur costs, time, consultant. The CPC made a mistake to approve it in this fashion. I will not support it with this setup. The town would have proposed to do this study if they thought it was something we should have done. Doesn't seem to have the town support, it doesn't have the Town administration end of it so I am concerned about town tax dollars.

Bob Dwyer, said the CPC discussion brought up the problems with administration, with appropriateness of whether the town should do that. There was concern whether there was a technical ability within the Cedar Point Association to do that. I volunteered to work with the contractor, iron out the scope of work, monitor the milestones, and do the analysis. On the organizational side the folks around Hen Cove are trying to form the Pocasset Water Quality Coalition, they are going to apply to get certification as a 501c3 charity so they can accept outside matching funds to support this study and other parallel studies that need to be done overtime. Mr. Johnson told me he still wanted to keep the CPC as the organization and he appreciated my volunteering. I would have been the one to sign the work has been completed.

James Potter questioned the dollar amount. Mr. Dwyer said this is a firm scope and cost proposal from an engineering company that does the towns dredging. They have been under contract of the town. The estimate is based on the scope of work and cost the engineering company submitted.

George Slade said we have had opportunities to ask questions regarding these articles during the joint meetings, these questions could/should have been asked then, we don't have the people here to answer the questions.

Judy Froman said we are supposed to be recommending whether we would move the article forward for consideration, whether we agree or not agree as an individual. We may not agree with it, but it can go to the town for a vote. If there was a need for a follow-up letter, we could send a letter.

Peter Meier suggested to defer any action on letter B and to ask Frank Gasson and Sam Haines to come before us at one of our next meetings to answer some of the concerns we have.

Judy Froman said we have had opportunity to hear what these are, ask questions and get the answers. If we have specific questions on this we can have the Town Administrator get back to us, and we can vote item B at a future time.

James Potter said he is suggesting it should not be on the warrant. Don't like the setup. Don't think it is an appropriate way to administrator tax dollars, especially with no Town oversight over those tax dollars. There is no participation from the Town on how those dollars are being used. I disagree it that should move forward in this form.

Voted: Peter Meier moved and seconded by George Slade to defer taking action on this item, letter B, as late as the night of Town Meeting. Vote: 4-0-0.

- C. Town of Bourne, Pedestrian Bicycle Pathway Phase 4, Recreation, \$50,000 Open Space/Recreation Reserves.

Voted: Peter Meier moved and seconded by James Potter to support. Vote: 4-0-0.

- D. Dept. of Natural Resources, Installation of a Barlows Landing Dingy Dock, Recreation, \$38,000 Open Space/Recreation Reserves.

Voted: Peter Meier moved and seconded by James Potter to support. Vote: 4-0-0.

- E. Bourne Archives, Continue website upgrade, Historic, \$28,000 Historic Reserves

Voted: Peter Meier moved and seconded by James Potter to support. Vote: 4-0-0.

Judy Froman said because Article 2 encompasses all of these we should defer taking action as late as Town Meeting.

Voted: Peter Meier moved and seconded by James Potter to defer taking action on these as late as Town Meeting. Vote: 4-0-0.

ARTICLE 1: To see if the Town will accept General Laws Chapter 44, Section 53F 3/4, which establishes a special revenue fund known as the **Public Educational Government (PEG) Access and Cable Related Fund**, to reserve cable franchise fees and other cable-related revenues for appropriation to support Public Educational Government (PEG) access services and oversight and renewal of the cable franchise agreement, the fund to begin operation for fiscal year 2020, which begins on July 1, 2019 or take any other action relative thereto.

Sponsor – Finance Director

Voted: Peter Meier moved and seconded by George Slade to approve.

James Potter questioned where the funds have gone since July 1st. Glenn Cannon said my understanding is it is an accounting thing for the end of the fiscal year. In years past they have had excess funds, and this is a way for those funds to come back to us.

Vote: 4-0-0.

ARTICLE 3: To see if the Town will vote to appropriate, borrow or transfer from available funds the sum of \$188,500 for the purpose of supplementing and/or **reducing the FY2020 Regular Annual Expenses** of the departmental expenses as voted under Article 3 (Annual Budget) of the 2019 Annual Town Meeting, or take any other action in relation thereto.

Sponsor – Board of Selectmen

Voted: Peter Meier moved and seconded by James Potter to support.

Judy Froman said there has been some discussion about identifying areas where we might be able to note some dollars that would help support the amount of money in the Town Administrators position. We are looking at general categories where we might be able to have transfers, and being cognizant of that as we move into the new year. Ms. Froman wanted to clarify the Economic Development, salaries and expenses. \$10,000 of that goes on top of the salary that is already budgeted and \$10,000 for the expenses is for office set-up and travel type expenses.

Glenn Cannon said we have currently budgeted \$41,500 for an Economic Development Officer.

Peter Meier said the job is funded for 6 months as opposed to a full year.

George Slade said on the expense side salaries are pro-rated throughout the rest of the year. Some of the expenses may be a little on the high side, because they may be a startup expense. They are one-time expenses.

Vote: 4-0-0.

ARTICLE 4: To see if the Town will vote to appropriate a sum of money for the purpose of the payment of **unpaid bills** from a previous fiscal year that are legally unenforceable due to the insufficiency of appropriation or take any other in relation thereto.

Sponsor – Board of Selectmen

Voted: Peter Meier moved and seconded by James Potter to support. Vote: 4-0-0.

ARTICLE 5: To see if the Town will vote to appropriate a sum of money for the purpose of funding the Town's **Other Post-Employment Benefits (OPEB) Liability**, or take any other action in relation thereto.

Sponsor – Board of Selectmen

Voted: Peter Meier moved and seconded by James Potter to support. Vote: 4-0-0.

ARTICLE 6: To see if the Town will vote to appropriate, transfer from available funds, or borrow a sum of money to **repair and resurface Nuovo Road, Sagamore Beach, MA**, pursuant to petitions submitted by abutters under Section 3.1.28 of the Town of Bourne By-laws, said funds to be repaid to the Town through betterment assessments to abutters as provided in Section 3.1.28 of the Town of Bourne By-laws and under Massachusetts General Laws, or take any other action in relation thereto.

Sponsor: Board of Selectmen

Voted: George Slade moved and seconded by James Potter to support. Vote: 4-0-0.

ARTICLE 7: To see if the Town will vote to appropriate a sum of money for the purpose of implementing a **secure wireless electronic voting system** configuration for use by registered voters at an annual or special town meeting including, but not limited to, handheld voting devices, software, hardware, provide training to all persons involved in conducting the town meetings, and provide voter education, or take any other action in relation thereto.

Sponsor - Town Clerk

Voted: Peter Meier moved and seconded by James Potter to support. Vote: 4-0-0.

ARTICLE 8: To see if the Town will vote to appropriate, borrow or transfer from available funds the sum of \$100,000 for the purpose of supplementing the **FY 2020 Sewer Department Expense Budget** as voted under Article 4 of the 2019 Annual Town Meeting, or take any other action in relation thereto.

Sponsor – Board of Sewer Commissioners

Voted: James Potter moved and seconded by Peter Meier to support.

James Potter requested Mr. Gannon to let them know, for the meeting, what the balance will be in the fund after we do the transfer.

Vote: 4-0-0.

ARTICLE 9: To see if the Town will vote to amend **Article 1, Section 1.5.5 Annual Report** of the Town of Bourne Bylaws by striking the words "March 15th" and substituting in place thereof, the words "January 10th", or take any other action in relation thereto.

Sponsor: Bylaw Committee

Voted: James Potter moved and seconded by Peter Meier to support. Vote: 4-0-0.

ARTICLE 10: To see if the Town will vote to amend the Bourne Zoning Bylaw by adding a new section titled 2250 "**Medical Marijuana and Marijuana Establishments**" after Section 2240 titled "Accessory Scientific Uses" and containing Sections 2251, 2252, 2253, 2254, 2255, 2256, 2257, and 2258, all as printed in the Warrant and further to amend Section 2220 "Use Regulation Schedule" by adding a new Section as printed in the Warrant and further by adding Footnote 14 as printed in the Warrant and further by inserting a new Section in Section 2821 Downtown District titled "Marijuana Uses" as printed in the Warrant and further by amending Section 5 titled "Definitions" by adding the definition of "Marijuana or Marihuana" and amending the definition of "Fraternal or Social Organization Lodge" as printed in the Warrant and all of which is on file at the Office of the Town Clerk, or to act on anything in relation thereto.

Sponsor: The Haven Center, Inc.

Glenn Cannon recommended to defer action on Article 10 as late as the Town Meeting. We need to confer with Town Counsel on this. We are engaged in a lawsuit with the Haven Center. Before the Board of Selectmen take a vote, we'd prefer to have advice from Town Counsel.

Voted: Peter Meier moved and seconded by George Slade to defer to as late as the night of Town Meeting. Vote: 4-0-0.

Glenn Cannon said regarding Articles 11 & 12 staff did not have time to put together the draft motions. This is a vote to recommend the article move forward, not voting on the motion. Judy Froman said The Planning Board has not had a public hearing on this yet. Glenn Cannon said there is the potential that if we do not have this we could be assessed fines by the state for not having this as part of the MS4 regulations.

ARTICLE 11: To see if the Town will vote to amend the provisions of the Town of **Bourne Zoning By-Law** by adding the following new section 3490 entitled "**Stormwater Regulations**" Or take any other action in relation thereto:

Sponsor – Planning Board

Voted: Peter Meier moved and seconded by James Potter to support Article 11.

Judy Froman said she would prefer to have the motion there. Glenn Cannon said we could defer action and give staff the opportunity to put the draft motion to the Board if you're not comfortable voting on it tonight. Judy Froman said she would also like to hear the Planning Board discussion.

Voted: James Potter moved and seconded by George Slade to defer to as late as the night of Town Meeting.

Glenn Cannon said the By Law Committee has not met on this article, they have not taken a position yet.

Vote: 4-0-0.

ARTICLE 15: To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase or gift, a **parcel of land in the Town of Bourne shown as Lot 1 on the plan recorded in the Barnstable County Registry of Deeds in Plan Book 675, Page 72 entitled "Plan on Land of Assessor's Map 52, Parcel 41, MacArthur Boulevard, Bourne, MA prepared for Flyover Nominee Trust, Prepared by Green Seal Environmental, Inc. Scale 1"=80', dated May 30, 2018"**, a copy of which is on file at the Office of the Town Clerk, consisting of approximately 11 acres in total, owned by Mac Hunter, LLC, and designated by Bourne Assessors Map 52, Parcel 41, for conservation and wildlife habitat protection under the provisions of M.G.L. Ch. 40, and Article 97 of the Articles of Amendment of the Massachusetts Constitution, and for mitigation purposes for the Town of Bourne, Department of Integrated Solid Waste Management Facility, with the care, custody, control and management of such parcel to be vested with the Bourne Conservation Commission, pursuant to M.G.L. Chapter 40, Section 8C, and to appropriate or transfer available funds from the Integrated Solid Waste Management Enterprise Fund retained earnings, or borrow a sum of money, for the purposes of this article, and, if necessary, to authorize the Bourne Board of Selectmen and Bourne Conservation Commission to grant a qualified organization a perpetual conservation restriction pursuant to the provisions of M.G.L. Chapter 184, Sections 31-33, protecting the property for the purposes for which it is acquired, or act on anything in relation thereto.

Sponsor – Board of Selectmen

Voted: Peter Meier moved and seconded by James Potter to support. Vote: 4-0-0.

ARTICLE 16: To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase or gift a parcel of **land in the Town of Bourne shown as Lot 2 on the plan recorded in the Barnstable County Registry of Deeds in Plan Book 675, Page 72 entitled "Plan of Land of Assessor's Map 52, Parcel 41, MacArthur Boulevard, Bourne, MA prepared for Flyover Nominee Trust, Prepared by Green Seal Environmental, Inc., Scale 1"=80', dated May 30, 2018,"** a copy of which is on file at Office of The Town Clerk, consisting of approximately 6.5 acres, owned by Flyover Nominee Trust, Kathryn L. Harding Trustee, and designated by Bourne Assessors Map 52, Parcel 96, for conservation and wildlife habitat protection under the provisions of M.G.L. Ch. 40, and Article 97 of the Articles of Amendment of the Massachusetts Constitution, and for mitigation purposes for the Town of Bourne, Department of Integrated Solid Waste Management Facility, with the care, custody, control and management of such parcel to be vested with the Bourne Conservation Commission, pursuant to M.G.L. Chapter 40, Section 8C, and to appropriate or transfer from funds from the Integrated Solid Waste Management Enterprise Fund retained earnings, or borrow a sum of money, for the purposes of this article, and, if necessary, to authorize the Bourne Board of Selectmen and Bourne Conservation Commission to grant to a qualified organization a perpetual conservation

restriction pursuant to the provisions of M.G.L. Ch. 184, Sections 31-33, protecting the property for the purposes for which it is acquired, or act on anything in relation thereto.

Sponsor – Board of Selectmen

Voted: Peter Meier moved and seconded by James Potter to support Article 16.

Vote: 4-0-0.

ARTICLE 17: To see if the Town will vote to authorize the Board of Selectmen acting through the Town Administrator and after advice and consultation with Special Town Counsel appointed for such advice and consultation, to acquire by purchase or gift, a parcel of the land together with the buildings thereon or any portion thereof generally located at 0 County Road and 100 Doctor Julius Kelly Lane in the Town of Bourne and shown as Assessor's Parcels 23 and 54 on Assessor's Map 44, for the purpose of the maintenance of community gardens, the placement and construction of a fire station, and for such other lawful and permissible uses or purposes deemed to be in the best interest of the Town by the Board of Selectmen and to take all action in connection with such purchase, and to enter into a contract for the acquisition thereof by the Town upon such terms and conditions deemed to be in the best interest of the Town by the Board of Selectmen, to raise or transfer and appropriate the funds necessary for the purchase of said property and conditioned upon obtaining any other or further approvals as may be required by law to effectuate the intended purpose or purposes of such purchase.

Sponsor – Board of Selectmen

Voted: Peter Meier moved and seconded by George Slade to support Article 17.

James Potter said it is our sponsor and we didn't discuss what number we were going to put in the motion yet. Glenn Cannon said staff inserted a number today, but there has not been a determination by the Board what number we should have. We are still waiting for DECAM to release this property so the county is able to offer it to us. We haven't entered into formal negotiations with the county yet. If that happens in the next couple of weeks, we may be able to solidify a number.

Vote: 4-0-0

Peter Meier said Article 15 & 16 is for mitigation for the purposes of ISWM to go onto the next cell. Glenn Cannon gave a brief summary. They are looking to expand into a cell that is approximately 12 acres. From the State Regulations they are required to offset it by 1.5 times, which comes out to 18 acres. Adding up the two articles it comes to 17.5 acres. There is a corner of the 12 acres they are going to preserve for habitat.

Peter Meier thanked the staff and Glenn Cannon for putting this together.

2) Adjourn

Voted: Peter Meier moved and seconded by George Slade to adjourn Open session and convene in Executive session for contract negotiations for non-union personnel, Town Administrator.

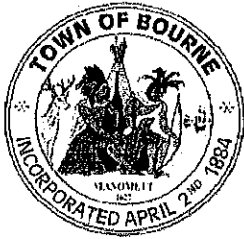
Judy Froman said the Chair has declared that an open meeting may have a detrimental effect on the negotiating position of the public body with respect to discussion concerning negotiations.

Roll Call Vote:

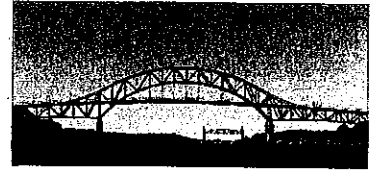
George Slade – Yes; Peter Meier – Yes; James Potter – Yes; Judy Froman - Yes

The Board of Selectmen will reconvene in open session at the conclusion of the Executive Session for the purposes of adjourning.

Respectfully submitted – Carole Ellis, secretary.



**Board of Selectmen
Meeting Notice
AGENDA**



<u>Date</u>	<u>Time</u>	<u>Location</u>
Tuesday October 29, 2019	5:30 P.M.	Bourne High School Special Education Room 75 Waterhouse Road Bourne, MA

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

5:30 p.m. Call to order in Open Session

Executive Session Contract negotiations for the new Town Administrator. The Chair has declared that an open meeting may have a detrimental effect on the negotiating position of the public body with respect to the discussion concerning negotiations.

Roll call Vote to convene in Executive Session for the purpose stated.

The Board of Selectmen will reconvene in open session at the conclusion of the Executive Session.

Reconvene in public session

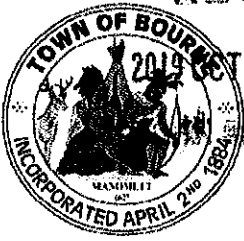
Board Chair will report out any actions and call for votes necessary as a result of the Executive Session.

Roll call Vote to adjourn Executive Session

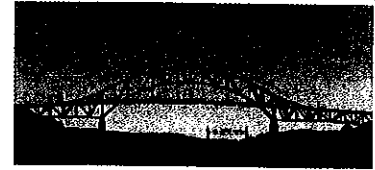
Adjourn

02:55:00

RECEIVED Board of Selectmen
Meeting Notice
AGENDA



SEP 31 PM 4:22
CLERK BOURNE



<u>Date</u>	<u>Time</u>	<u>Location</u>
Monday November 4, 2019	5:00 P.M.	Bourne Veterans' Memorial Community Building 239 Main Street Buzzards Bay

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

5:00 p.m. Call to order in Open Session

Executive Session Contract negotiations for the new Town Administrator. The Chair has declared that an open meeting may have a detrimental effect on the negotiating position of the public body with respect to the discussion concerning negotiations.

Roll call Vote to convene in Executive Session for the purpose stated.

The Board of Selectmen will *not* reconvene in open session at the conclusion of the Executive Session.

Roll call Vote to adjourn Executive Session

Adjourn

**Sewer Commissioners Meeting
Minutes of Monday, November 4, 2019
Bourne Community Building
Bourne, MA 02532**

ATA Glenn Cannon

Sewer Commissioners

James Potter, Chairman
Jared MacDonald, Vice-Chairman
Judy Froman, Clerk
Peter Meier
George Slade

2020 JAN 17 AM 10:10
TOWN CLERK BOURNE

RECEIVED

All agenda items herein may be subject to a vote by or other action of the Board of Sewer Commissioners

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

Meeting Called to Order

Chm. Potter called the meeting to order.

Consent Agenda

A. Approval of meeting minutes: 8-28-2019; 10-3-19

Voted: Peter Meier moved and seconded by Judy Froman to approve the minutes from August 28, 2019 as submitted. Vote: 5-0-0.

Voted: Peter Meier moved and seconded by Judy Froman to approve the minutes from October 3, 2019 as submitted. Vote: 5-0-0.

Sewer Business

1) Wareham Intermunicipal Agreement (IMA)

B. Welcome Wareham Sewer Commissioners

- i. Joint Discussion - preliminary negotiations to inter-municipal Agreement (IMA)
- ii. Joint Discussion - capital funding for Wareham Plant upgrades

Wareham Sewer Commissioners present were: James Giberti, Chair; Donna Bronk, Commissioner; Sandy Slavin, and Malcom White.

James Potter said he'd like to start the discussion between the two Board about moving forward with the IMA.

Items the Committees discussed were:

- Great opportunity for both towns to work together on this project
- Having a subcommittee (two people from each town's Sewer Sommissioners) to meet and report back to the full committees
- Subcommittee meet twice a month, to start, then can decide how many meetings will be needed.
- Admin fees, Sludge Disposal, Wareham's Capital Plan
- Concerns regarding costs/payments for items received/not received
- Impacts it will have on commercial fisherman and recreational activities
- The degree of the partnership between the two towns.
- What Bourne expects in the future regarding the agreement

Voted: Peter Meier moved and seconded by Judy Froman to create an IMA subcommittee consisting of two members of our Board to report back to the full Board and the Town Administrator or Acting Town Administrator. Vote: 5-0-0.

Voted: Donna Bronk moved and seconded by Sandy Slavin to appoint two people as our counterparts to the Bourne Sewer Commissioners subcommittee to discuss, and come up with improvement to the existing IMA. Vote: 4-0-0

Voted: Donna Bronk moved and seconded by Malcom White to adjourn the Wareham Sewer Commissioners Meeting. Vote: 4-0-0.

Voted: Peter Meier moved and seconded by Judy Froman to appoint Jared MacDonald and James Potter to the joint IMA committee. Vote: 5-0-0.

2) Savary Avenue

C. Savary Avenue septic projects progress update, per milestone's as outlined in the 10-3-2019 minutes

- **Perc test schedule for tomorrow at 35 Savary Avenue. Other perc tests have been done**
- **The septic has been installed at 31 Savary Avenue - total 4 installed**
- **Permit has been issued for 27 & 39 Savary Avenue**
- **6 out of the 13 have been done without any variances**
- **Milestone - Permits for the homeowners by December 1st**

Savary Ave – October 7, 2019
Board of Sewer Commissioners

1. The Board of Sewer Commissioners voted to withdraw the Savary Avenue Community Septic System application currently before the Board of Health.

Milestones – The Board of Sewer Commissioners want you to be aware of the follow milestones

2. The Bourne Sewer Department will continue pumping the existing system until Feb 6, 2020, by which time all residents will have private systems installed at their cost.
3. Town staff will immediately notify all remaining homeowners that do not yet have a private system that they will be required to install the private system prior to Feb 6, 2020. Staff will provide how the homeowners can apply for funding through the County system should the residents need that information.
4. Homeowners will have percolation tests done, at their cost and provide the Town Staff with an update. Homeowners that are in the process of percolation tests will also update the Town with the results. Anyone that will need additional assistance with their system, from the percolation test such as an easement from the Town, to go under the roadway, will be known at that point. There is nothing to prevent a homeowner from getting the results sooner and informing the Town, and moving on to the permitting stage.
5. Homeowners must hire a civil engineer and contractor and apply through the Board of Health for a permit as soon as possible. By December 1, homeowners shall notify the Town where they stand within the permit or installation process. They must have their system installed prior to February 6, 2020. Design and installation costs can be grouped together in the County borrowing if the homeowner needs it. Again, Town Staff can help guide this process.
6. Any homeowner that does not intentionally install their system prior to Feb 6, 2020 will not be in compliance with Title 5 or the Board of Health. The Sewer Dept will cease pumping the failed system by Feb 6, and the homeowner's ability to stay in the home will be at the discretion of the Town Health Agent and Board of Health.

3) Wastewater Package Plant Facility

D. Facility progress update

Owners Project Manager was not available tonight.

Mary Jane Mastrangelo, Chair of the Bourne Wastewater Facility Design & Building Committee, updated the Sewer Commissioners.

- Made a lot of progress
- Bids were received at the end of August
- Low bidder Robert B. Our Inc. \$6,599,295
- Bid was reviewed and documented as to conformance by Western & Sampson
- Grant funding by EDA and DEP for SRF Funding; we have to check with EDA and DEP/SRF through every step that happens
- Notice of Intent to Award went out
- Got clearance from Mass Historic Commission

about putting together their fiscal budget and wanted to know what the status of the agreement is going forward.

Peter Meier spoke about how this agreement originated. Haven't heard of any complaints from residents of Hideaway Village.

Glenn Cannon stated town staff is concerned about the deal with Hideaway Village because we have other properties in town that maintain their own equipment onsite and do not receive any kind of compensation from the Town. We are concerned about giving compensation to one existing development when there are others that don't get any compensation.

Mary Andrews, president of the Board of Association, Board of Directors explained how the agreement was originated. The town was looking for 25,000-30,000 gpd for the hotel. Hideaway was allotted 60,000 gpd, so 30,000 gpd was traded to the town for the hotel. At that time Hideaway was 1/3 of the sewer system.

James Potter questioned the plan if Hideaway doesn't have the \$30,000. Mary Andrews said we will still have to continue to replace things/grinder pumps. When the town took 30,000 gpd we had 75 year-rounders out of 268 units; now we have over 100 and it is still growing. Our concern is we might need that flow.

Sewer Visioning Agenda

6) Comprehensive Wastewater Management Plan - CWMP - update G. Preliminary discussion about planning & framework

James Potter said it is important for our Board to follow through with the Comprehensive Wastewater Management Plan. Glenn Cannon has the plan that was started in 2007. The money that is collected from the short-term rental law, the 2.75% tax on Bourne properties; we don't have access to that money for wastewater projects unless we have an approved Comprehensive Plan. Glenn Cannon has information on starting a plan, but we can look at discussing RFP for services to help us facilitate drafting a plan. There is a wide range of costs associated with these plans.

Glenn Cannon said we have heard the costs range from \$200,000 to 4500,000 for the plan. We had a conversation with the folks from the Cape Cod Commission, and we are eligible for Municipal Vulnerability Preparedness Grant. They pay 75% of the Comprehensive Wastewater Management Plan, the town would pay 25%. We are going to reach out to the folks at the MVP Grant state office to confirm that we are eligible. The next submission date is November 14th, then the next one is next April. The next step for us would be to put together Requests for Proposals, outline our scope of work so we could get a number that we can present to the state.

Peter Meier suggested to revisit the scope of the Wastewater Advisory Committee.

New Business

7) Any new sewer business (not foreseen 48 hours ahead of this meeting)

8) Public Comment

Future Agenda Items [Tracking] - late 2019-early 2020

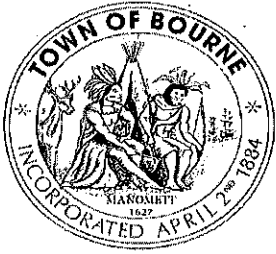
- Bourne Scenic Park/Campground Sewer
- Wastewater Allocation Policy 6-Month updates (if project not completed):
 - i. 12 Kendall Rae Place Hampton Inn Project 6-month review - Dec 18, 2019
 - ii. 85-93 Main Street Project 6-month review - Dec 18, 2018
 - iii. 105 Main Street/24/32 Cohasset Ave Project 6-month review - December 18, 2019
 - iv. Wagner Way/Maritime Holdings Project 6-month review - Dec. 18, 2019
 - v. 12 Kendall Rae Place Calamar Project 6-month review - December 18, 2019
- Updating existing Sewer Regulations & Policies
- Tighe & Bond - Sewer Consultant, Rate Study, Growth, and Allocation update
- Wastewater Allocation Policy and Procedures - 3rd Reading
- Comprehensive Wastewater Management Plan Update & South-side Sewer Expansion
- Sewer Rate setting/vote Feb 2020

9) Adjourn

The next Sewer Commissioners Meeting will be on November 25th.

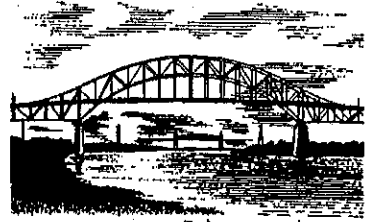
Voted Peter Meier moved and seconded by Judy Froman to adjourn. Vote 5-0-0.

Respectfully submitted - Carole Ellis, secretary.



Board of Selectmen Meeting Notice

PRE-TOWN MEETING AGENDA



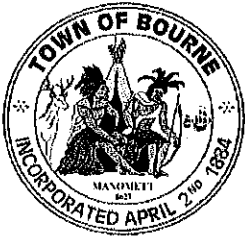
TOWN CLERK DESIGNEE

2019 OCT 10 PM 2:48

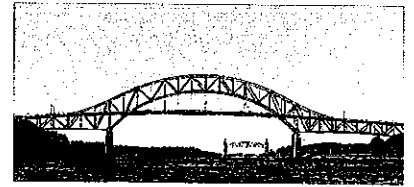
RECEIVED

<u>Date</u>	<u>Time</u>	<u>Location</u>
Tuesday October 15, 2019	3:00 p.m.	Bourne Town Hall (downstairs meeting room) 24 Perry Avenue Buzzards Bay, MA

1. Discuss and prepare for the October 28, 2019, Special Town Meeting and act on any article as necessary
2. The Board of Selectmen will meet jointly with the Town Administrator, Town Counsel, Town Clerk, Finance Committee, Superintendent of Schools and Finance Director to participate, discuss and vote on the Special Town Meeting
3. Adjourn



Board of Selectmen Meeting Notice AGENDA



Date

October 16, 2019

Time

7:30 P.M.

Location

Bourne High School
Student Services Conference Room
75 Waterhouse Road
Bourne, MA

Call meeting to order.

- 1] **Executive Session** Contract negotiations for Non-Union personnel: Town Administrator. The Chair has declared that an open meeting may have a detrimental effect on the negotiating position of the public body with respect to the discussion concerning negotiations.

Roll call Vote to convene in Executive Session for the purpose stated.

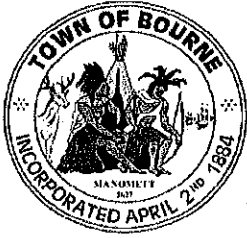
The Board of Selectmen will not reconvene in open session at the conclusion of the Executive Session.

Roll call Vote to adjourn Executive Session.

- 2] Adjourn

2019 OCT 11 PM 7:25
TOWN OF BOURNE

RECEIVED



2019 OCT 23 Board of Selectmen
Meeting Notice
TOWN CLERK BOURNE AGENDA

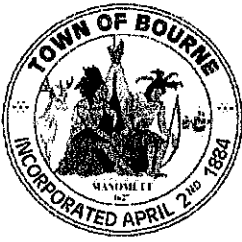


<u>Date</u>	<u>Time</u>	<u>Location</u>
Monday October 28, 2019	6:00 P.M.	Bourne High School Special Education Room 75 Waterhouse Road Bourne, MA

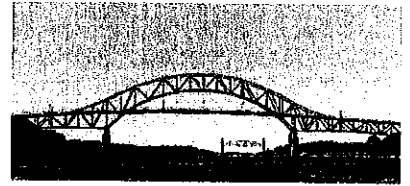
All items within the meeting agenda are subject to deliberation and vote(s) by the Board of Selectmen.

6:00 p.m. Call to order in Open Session

1. Vela Juice Bar, Inc., Daniel Anthony – Ana Walsh – Common Victualer (food) License, 89 Main Street, Buzzards Bay.
2. Discuss and prepare for Special Town Meeting and act on any article as necessary.
3. The Board of Selectmen will meet to participate, discuss and vote on the Special Town Meeting on stage of the High School Auditorium each session until conclusion.
4. Adjourn



Board of Selectmen Meeting Notice AGENDA



Joint Meeting with Planning Board to fill Planning Board Vacancy

Date
November 5, 2019

Time
5:30 P.M.

Location
Bourne Veterans' Memorial
Community Center
239 Main Street, Buzzards Bay

Note this meeting is being televised and recorded. If anyone in the audience is recording or video-taping, they need to acknowledge such at this time.

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

5:30 P.M. Call Public Session to Order in Open Session

Executive Session:

Motion to enter into Executive Session for contract negotiations for the new Town Administrator. The Chair has declared that an open meeting may have a detrimental effect on the negotiating position of the public body with respect to the discussion concerning negotiations.

Motion to enter into Executive Session as it relates to the value of real property. The Chair has declared that an open meeting could have a detrimental effect of the negotiating position of the public body.

Motion to enter into Executive Session to conduct strategy related to the lease of real property relative to Thomas Donovan Map 35.0 Parcel 143 – 4 Henry Drive Extension, Map 35.0 Parcel 144 – Henry Drive and Map 35.0 Parcel 145 – 3 Henry Drive. The Chair has declared that an open meeting may have a detrimental effect on the negotiating position of the public body.

Motion to enter into Executive Session to conduct strategy related to lease of real property relative to 90 Main Street. The Chair has declared that an open meeting may have a detrimental effect on the negotiating position of the public body.

Motion to enter into Executive Session to conduct strategy related to potential litigation relative to O'Flaherty Map 42.0 Parcel 89 – 11 Bassett's Island. The Chair has declared that an open meeting may have a detrimental effect on the litigating position of the public body.

Motion to enter into Executive Session as it relates to the value of real property, 34 Diandy Road foreclosure judgement. The Chair has declared that an open meeting could have a detrimental effect on the position of the public body.

Roll call Vote to convene in Executive Session for the purposes stated.

The Board of Selectmen will reconvene in open session at the conclusion of the Executive Session.

Roll call vote to reconvene in public session

7:00 P.M Call Public Session to Order in Open Session

Board Chair will report out any actions and call for votes necessary as a result of the Executive Session.

TOWN CLERK BOURNE
2019 NOV - 1 PM 4:01

RECEIVED

1. Vision: Bourne is a 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, embraces excellent education, and the amenities that it affords and offers to citizens a healthy, active lifestyle.
2. 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.
3. Moment of Silence for our Troops and our public safety personnel
4. Salute to the Flag
5. Public Comment on Non-Agenda Items
6. Approval of minutes: 10.07.19 Joint Meeting w/Finance Committee
7. 7:00 PM Joint Meeting with Planning Board - to fill 1 regular seat -- 1 alternate
 - Appointment of Planning Board member to fill vacancy
 - David O'Connor
 - William C. Stafford
 - Christopher Farrell

Roll Call Vote to appoint Regular Member

 - Appointment of Alternate Planning Board member to fill vacancy
 - William W. Meier

Roll Call vote to appoint Alternate Member
8. Administrator Thomas Cahir – Cape Cod Regional Transit Authority update
9. William Stafford – MBTA Rail Service
10. Adoption of 2020 Shellfish Regulations
11. Licenses/Permits/Appointments
 - a. Community Engagement Committee [3] – deadline for applying - 11.14.19
 - b. Homeless for the Holidays - Turkey Trot – 5K race – 11.09.19
 - c. 12 -1 day Licenses Buzzards Bay Brewery of Bourne LLC
 - d. Entertainment License Buzzards Bay Brewery of Bourne LLC
 - e. Selectman Liaison to Recycling Committee
12. Selectmen's Business
 - a. Bourne Residential Recycling Center Policy
 - b. Bourne Recycling Committee Vacancy
 - c. ISWM Expansion Vote by Board of Selectmen
 - Vote to allow ISWM to pursue the expansion of Bourne's landfill facility as presented at the Joint meeting of the Board of Selectmen, Board of Health, Finance Committee and the Energy Advisory Committee on August 12, 2019.
13. Acting Town Administrator Report
 - a. South Side Fire Station Feasibility and Design Building Committee vacancy – deadline for applying 11.14.19
 - b. Website Intern
 - c. County Coastal Resources Subcommittee appointee – Sam Haines, Conservation Agent
 - d. Board of Health Administration Training for E-Permitting
 - e. HEALing Community Study
14. Correspondence
15. Adjourn

**Board of Selectmen
Minutes of Tuesday, November 5, 2019
Bourne Veterans' Memorial Community Center
Buzzards Bay, MA**

TA Tony Schiavi
ATA Glenn Cannon

Selectmen

Judy Froman, Chair
James Potter, Vice Chair
George Slade, Clerk
Jared MacDonald
Peter Meier

**RECEIVED
2019 DEC - 9 AM 11:59
TOWN CLERK BOURNE**

Planning Board Members present: Chair – Steven Strojny, Elmer Clegg, Sandra Goldstein, Elizabeth Brown, Louis Gallo, John Carroll, Daniel Doucette, Jeanne Azarovitz

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

5:30 p.m. Call Public Session to order in Open Session

Executive Session:

Motion to enter into Executive Session for contract negotiations for the new Town Administrator. The Chair has declared that an open meeting may have a detrimental effect on the negotiating position of the public body with respect to discussion concerning negotiations.

Motion to enter into Executive Session as it relates to the value of real property. The Chair has declared that an open meeting could have a detrimental effect on the negotiating position of the public body.

Motion to enter into Executive Session to conduct strategy related to the lease of real property relative to Thomas Donovan Map 35.0 Parcel 143 – 4 Henry Drive Extension, Map 35.0 Parcel 144 – Henry Drive; Map 35.0 Parcel 145 – 3 Henry Drive. The Chair has declared that an open meeting may have a detrimental effect on the negotiating position of the public body.

Motion to enter into Executive Session to conduct strategy related to the lease of real property relative to 90 Main Street. The Chair has declared that an open meeting may have a detrimental effect on the negotiating position of the public body.

Motion to enter into Executive Session to conduct strategy related to potential litigation relative to O'Flaherty Map 42.0 Parcel 89 – 11 Bassett's Island. The Chair has declared that an open meeting may have a detrimental effect on the litigation position of the public body.

Motion to enter into Executive Session as it relates to the value of real property, 34 Diandy Road foreclosure judgement. The Chair has declared that an open meeting could have a detrimental effect on the position of the public body.

Roll call vote to convene in Executive Session for the purposes stated. The Board of Selectmen will reconvene in opens session at the conclusion of the Executive Session.

Roll call vote to reconvene in public session.

Board Chair will report out any actions and call for votes necessary as a result of the Executive Session.

Judith Froman gave a brief overview of the contract for the Town Administrator Tony Schiavi. The contract is from November 6, 2019 through June 30, 2023. Barry Johnson swore in Tony Schiavi as the Town Administrator.

Ms. Froman reported on the votes taken in Executive Session:
Voted to approve the changes to the license for the real property relative to 90 Main Street. 5-0-0 vote.

Voted to file in Superior Court regarding trespassing and other related actions for O'Flaherty Map 42.0 Parcel 89 – 11 Bassett's Island. 5-0-0 vote.

Chair call public session to order in open session

Meeting Called to Order

Madam Chair Froman called the meeting to order at 7:09 pm.

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

Vision: Bourne is a 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, embraces excellent education, and the amenities that it affords and offers to citizens a healthy, active lifestyle.

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 responsibility 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.

Public Comment – Non-Agenda Items

Linda Zuern, Bourne Cares, spoke about the zoning bylaw regarding marijuana. According to state law a zoning article, if it failed, is not supposed to be brought back to Town Meeting floor for two years. The Planning Board voted 4-4 not to move it forward, we assumed the zoning bylaw, concerning marijuana, was not going to be on Town Meeting floor. Who authorized the Town Counsel to put that article on Town Meeting floor?

William Nelson spoke regarding his comments on the vegetation removal and lighting pollution at the Hampton Inn. My objective is hoping the Town can minimize the removal of vegetation in that area and the light pollution.

George Seaver spoke about marijuana and the zoning bylaw; and the lawsuit between the Haven Center and the Town of Bourne.

6) Approval of Minutes: 10-7-19 Joint meeting with Finance Committee

Voted: Peter Meier moved and seconded by James Potter to approve the joint meeting minutes. Vote: 4-0-1. Jared MacDonald abstained.

**7) 7:00 PM Joint meeting with Planning Board – to fill 1 regular seat – 1 alternate
Appointment of Planning Board member to fill vacancy.
David O'Connor; William C Stafford; Christopher Farrell.**

Steven Strojny called the Planning Board to order at 7:26.

Mr. Strojny spoke about the vacancies on the Planning Board and the candidate that are interested in being appointed to the Planning Board. The three candidates are Christopher Farrell, David O'Connor, and William Stafford for the full-time member position, and William Meier for the alternate member. According to MGL we have to take a Roll Call Vote with the Planning Board and the Select Board. MGL requires the successful candidate get 7 votes, the majority of 13. The position for the regular seat will serve until the election in May then will have to go through the nomination process. Mr. Strojny called the candidates to speak regarding why they would be a good candidate for the Planning Board.

Christopher Farrell briefly spoke about the experience he has and why he is qualified to be appointed to the Planning Board.

David O'Connor briefly spoke about the experience he could bring to the Planning Board and why he is qualified to be appointed to the Planning Board.

William Stafford briefly spoke about why he would make a good candidate to serve on the Planning Board.

Voted: Peter Meier moved and seconded by Jared MacDonald to put David O'Connor, William Stafford, and Christopher Farrell in nomination. Vote: 5-0-0.

Roll Call Vote to appoint Regular member.

Mr. Louis Gallo – Farrell; Mrs. Goldstein – O'Connor; Mr. Carroll – O'Connor; Mrs. Brown – O'Connor; Mr. Doucette – Farrell; Mrs. Azarovitz – O'Connor; Mr. Clegg – O'Connor; Mr. Meier – Farrell; Mr. Potter – O'Connor; Mr. Slade – O'Connor; Mr. MacDonald – O'Connor; Ms. Froman – O'Connor.

Appointment of Alternate Planning Board Member to fill vacancy: William W Meier

Peter Meier spoke on behalf of Mr. William Meier.

Voted: Mr. Clegg moved and seconded by Mr. Gallo to appoint William Meier as the 2nd alternate to the Planning Board.

Roll Call Vote to appoint Alternate member.

Mr. Gallo – Yes; Mrs. Goldstein – Yes; Mr. Carroll – Yes; Mrs. Brown – Yes; Mr. Doucette – Yes, Mrs. Azarovitz – Yes; Mr. Clegg – Yes; Mr. Strojny – Yes.

Voted: Mr. Carroll moved and seconded by Mr. Doucette to adjourn the Planning Board. Vote: 8-0-0. Adjourned at 8:15

Voted: Peter Meier moved and seconded by James Potter to adjourn the joint meeting and reconvene the Selectmen meeting. Vote: 5-0-0.

8) Administrator Thomas Cahir – Cape Cod Regional Transit Authority update

Thomas Cahir gave a brief update on the Regional Transit Authority. Mr. Cahir spoke about the different services they provide, work with different community services, bus hospital service, human service transportation, Cape Flyer Train. The initiatives: Solar project completed onsite, working with Cape Cod Health Care to provide better access, Senior Initiative – Improve Senior Mobility. In Bourne: Medicaid Trips, Day Habilitations trips, Dial-a-Ride Service, Developing an App (similar to Uber), Fixed Route Service, provide vehicles for Council on Aging. Mr. Cahir spoke about the Buzzards Bay Plan – Improve transportation in Buzzards Bay. Was told permits have been secured to build a Middleborough MBTA facility, which would make it easier to get the MBTA down to Cape Cod.

Peter Meier questioned the assessment that Bourne has been paying. Mr. Cahir spoke about the concern that Bourne pays an assessment to the MBTA and the RTA. The statute states you cannot get commuter rail service unless you are a member; also states if you're in an MBTA town and there is an RTA in that town you can offset the assessment with the other.

Bill Stafford question regarding getting more services and get the CCRTA to get more money so it would reduce, we are at 2.5% now.

Mr. Stafford read from Part 1, Title 9 Chapter 59, Section 20A of the General Laws:

Section 20A: Increase in assessments

Section 20A. No county, district, public authority, the commonwealth, or other governmental entity authorized by law to assess costs, charges or fees upon cities and towns, except regional school districts, regional water districts and regional sewerage districts, may increase the total of such costs, charges or fees by more than the sum of: (1) two and one-half per cent of the total of such costs, charges or fees over the preceding fiscal year.

9 of the towns in the CCRTA since 2010 to 2020 have always got 2.5% increase. In Bourne 6 of the town only got 2.5% from 2010 to 2020 except for 2017 when we got our assessment from the MBTA and Bourne got an 84% increase from CCRTA.

Thomas Cahir said under Chapter 161A, it allows for assessments to be offset. If an MBTA and RTA is in the same jurisdiction you can offset one with the other. We have gone up 2.5% on all Cape towns all the years I have been there. Anything above 2.5% we pay with RTA funds for "new service".

Linda Zuern questioned with all the assessments that come in from the towns on the Cape, how much more money is spent by the state to cover the expenses or is the program on the Cape covered by the assessments by the town. Is there more money needed to pay for the service.

9) William Stafford – MBTA Rail Service

William Stafford spoke about the vote of the Physical Management Control Board, the report regarding Bourne to have commuter rail, Rail Vision, number of years to get commuter rail to Bourne. Would like the Board to figure out how Bourne can get out of the MBTA. We are paying \$80,000 a year for MBTA.

Judy Froman said the Board will work with staff and look into what the ramifications are to get out of the MBTA.

Peter Fisher, Bourne Republic and Town Committee, spoke about the committee's concerns about the town's membership on the MBTA. The concern is that we are paying 40,000 per year as a membership fee to the MBTA which has no plans to bring service to Bourne. Mr. Fisher spoke about the warnings that were given about joining the MBTA.

Thomas Cahir said the numbers that Mr. Fisher are speaking about are incorrect. There is a lot of miss information. Mr. Cahir stated again that the town can offset the cost of the assessment with an RTA Service.

Peter Meier spoke about the Town getting out now would be fruitless, because if the rail goes through Bourne, we will get no benefit from it. We need to be advocating for it. If we get out we will not get back in.

Judy Froman said we can add this to an agenda on another date.

10) Adoption of 2020 Shellfish Regulations

Chris Southwood spoke about the Draft Plan for the Shellfish Regulations, and the changes. The changes are the applicable dates, and the change of 3 shellfish growing areas classification by the Division Marine Fisheries. Two growing areas have been reclassified from approved to conditionally approved (Little Bay and Mashnee Road) and one area from conditionally approved to prohibited (Plow Penny Road). It was suggested, by commercial fishermen, to amend the regulation regarding a bushel/tote, most towns allow a basket. Another recommendation was time of year and hour restrictions. Bourne does not allow shellfishing until sunset; and shellfishing on Saturdays during the summer. We need to have these approved by the beginning of the year. Mr. Southwood also spoke about the Brave Act. Signed into law August 10, 2018, Chapter 218 of Acts 2018. The law prohibits cities or towns from charging a veteran a fee greater than the fee charged to a resident of that town for recreational shell fishing permits.

James Potter questioned if in the future the Board should hold a public hearing to notify the public if we are making major changes to regulation.

Glenn Cannon said Mr. Southworth is looking to have a waiver of the third reading.

Judy Froman said if the Board votes by supermajority we can waive one of the readings.

Voted: Peter Meier moved and seconded by Jared MacDonald to approve the first reading on this and refer this to the second reading for the December 3, 2019.

Vote: 5-0-0.

11) License/Permits/Appointments

a. Community Engagement Committee [3] – deadline for applying – 11-14-19

b. Homeless for the Holidays – Turkey Trot-5K race – 11-9-19

c. 12 -1-day licenses Buzzards Bay Brewery of Bourne LLC

d. Entertainment License Buzzards Bay Brewery of Bourne LLC

Judy Froman said the Community Engagement is accepting letters of interest. The Committee will consist of 3 residents at-large, who are registered voters in the Town of Bourne; 1 member of the Bourne Cultural Council; 1 member of the Bourne Board of Selectmen; 1 member of the Bourne Finance Committee; the Town Administrator or his appointee. The deadline is December 14 to get letters of interest to the Town Administrator's Office. ASchiavi@townofbourne.com

James Potter said there was discussion regarding the money that was put aside at the Spring Town Meeting. The money is still set aside. That money will be distributed as the Committee sees fit. This will encourage economic development.

Judy Froman said we will reach out to the committees to get their voted member.

B. Homeless for the Holidays – Turkey Trot-5K race – 11-9-19

Danielle Bourgault. 5K Turkey Trot will begin at 223 Main Street, the Bay Motor Inn at 9:30 a.m. on 11/9/19. It will proceed across Main Street to Keystone Place; continue down canal to Bourne Scenic Park. Race will do a small lap in park, back to canal, to Keystone, back to Main Street; cross over back to 223 Main Street.

Voted: Peter Meier moved and seconded by Jared McDonald to approve application for the Turkey Trot as submitted. Vote: 5-0-0.

C. 12 -1-day licenses Buzzards Bay Brewery of Bourne LLC

William Russell, Buzzards Bay Brewing of Bourne LLC; 774-201-9297 – bill.russell@buzzardsbrew.com; 85 Main Street, Buzzards Bay, MA; One Day Licenses for wine & malt beverages; Hours of operation: 11:00 a.m. to 9:00 p.m.; Seating limited to 78 as per plan approved by Town Planner. November 7, 8, & 9; 14, 15, & 16; 21, 22, & 23; 29 & 30; December 5. Formally has had 18 one-day licenses – applying for 12 one-day. Will bring limit to allowed 30 licenses.

Remarks: Planning Department – OK Building Inspector issued temp occupancy for 90 days, expires 12.17.19 PB, Appr 132 indoor seats on 10.24.19. Sewer Commissioners – Sewer Commissioners approve sewer allocation for 85-93 Main Street. Town Clerk – Buzzards Bay Brewing of Bourne, LLC is filed with the State. Fire Department – No entertainment

Robert Oberkoetter, lawyer for Mr. Russell said we have been approved for a permanent pouring license at the Federal level. It is now in the review process at the Alcoholic Beverage Control Commission. We expect that to be approved. Mr. Overgetter offered the Board to contact Robert Burns – President of Massachusetts Brewers Guild / Night Shift Brewing rob@nightshiftbrewing.com. 617-294-4233 and/or Katie Stinchon – Executive Director at Massachusetts Brewers Guild katie@massbrewersguild.org. 671-640-6990 to inquire as to the propriety of the one-day licenses. Mr. Oberkoetter is requesting the Board approve the request.

James Potter said the question we had, and still have is can we hand out one-day license to a business that is in the process in obtaining a liquor license through the State. We haven't gotten an answer in writing from the State.

Nancy Sundman said she checked with the ABCC; their federal license has been approved. They are working with the ABCC on their state license. It will take approximately 4-6 weeks. Once they receive their federal and their state then they can apply to the town for their license.

Jared MacDonald wanted to clarify how many one-day licenses they can apply for.

Nancy Sundman said they are exempt from the statute which requires if you have a section 12 which is a pouring common victualler license or a 15-package fill license you cannot apply for one day licenses, however it is different with their applications. They can have

one pending with the state, the federal and the town at the same time, and they can still apply for one-day licenses, but they are only entitled to 30 in one year.

Robert Oberkoetter said that is incorrect. Any rule, regulation, statute limiting the one-day license to 30, would like to see a legal citation stating that.

Voted: Jared MacDonald moved and seconded by George Slade to approve the 12 one-day licenses. Vote: 5-0-0.

d. Entertainment License Buzzards Bay Brewery of Bourne LLC
William Russell, Buzzards Bay Brewing of Bourne LLC. 85 Main Street, Buzzards Bay, MA; Entertainment: live music-amplified, film screening, karaoke, comedy, recorded music-amplified. Hours: 11:00 a.m. to 9:00 p.m.; Seating for 78 currently approved by Town Planner. Remarks: Planning Department – PB approved 132 indoor seats on 10-24-19. Sewer Commissioners – Sewer Commissioners approved sewer allocation for 85-93 Main Street. Town Clerk – Buzzards Bay Brewing of Bourne, LLC is filed with the State. Police Department – Noise bylaw not relevant when operating under the liquor license (Ch. 138, Bylaw 3.1.23). Fire Department – Must follow all crowd management regulations and night club regulations for entertainment.

Judy Froman stated the Fire Chief did not concur and would like to know more information and what his objections were.

Glenn Cannon said the Fire Chief recommends we do not sign the entertainment license. He had concerns about egress, emergency lighting, the music is required to turn down when a fire alarm comes on, and he had concerns about crowd managers. Robert Oberkoetter said he is willing to deliver the certificates to the Fire Chief.

James Potter questioned the seating capacity of 180 (in review)

William Russell said it is a 3,000 sq. ft. building, that's plenty to hold 180 people, still waiting for approval. Don't think they will have 180 seats.

Peter Meier suggested in the future if someone cannot be at the meeting and they have concerns they should document their concerns and send them to the Board so the Board understands the concerns.

Voted: Peter Meier moved and seconded by Jared MacDonald to defer this until the meeting on December 3, 2019. Vote: 5-0-0.

12) Selectmen's Business

- a. Bourne Residential Recycling Center Policy**
- b. Bourne Recycling Committee Vacancy**
- c. ISWM Expansion Vote by Board of Selectmen**

Vote to allow ISWM to pursue the expansion of Bourne's landfill facility as presented at the joint meeting of the Board of Selectmen, Board of Health, Finance Committee, and the Energy Advisory Committee on August 12, 2019.

Judy Froman questioned if any member of the Board would be willing to be the liaison to the Recycling Committee.

Amy Sharpe, Recycling Committee, said one of our successful endeavors was to get the plastic ban passed, which was one of the Selectmen goals. Looking for ways to work with town departments and goals. We would welcome Selectmen to attend any meeting. Judy Froman said as long as we know when the meetings are we will make sure a Selectmen is in attendance for the meetings.

A. Bourne Residential Recycling Center Policy

Dan Barrett, General Manager ISWM, said they will be selling stickers for next year starting on December 16th.

Mr. Barrett gave a brief update on the Recycling Center Policy.

- The changes include Limit of two (2) stickers per property owner/residential household. Limit of one (1) sticker per rental unit.
- Under General Rules: Abusive language toward employees will not be tolerated. Stickers are Town property. Any violations of these rules may result in loss of sticker.
- Business lettering (but sticker is kept at the guard shack for referral.)
- Marijuana/cannabis residuals, including plants, must go in the trash not the composting area.
- Household Hazardous Waste (HHW) Regional waste collected days are held each April - October, dated TBA. Look for a separate mailing, local ads or visit the ISWM website for more information and how to access collections all over the Cape.
- Under Bulky items - Only property owners will get the four free stickers. Renters must ask their landlord for the stickers.

The stickers remain town property, violations of any of these rules can result in removal of the sticker.

Dan Barrett said he was looking to waive the 2nd & 3rd reading.

Voted: Peter Meier moved and seconded by Jared MacDonald to waive the required 3 readings for the Bourne recycling policy for the year 2020. Vote: 5-0-0.

Voted: Peter Meier moved and seconded by Jared MacDonald to approve the recycling policy as submitted. Vote: 5-0-0

C. ISWM Expansion Vote by Board of Selectmen

Vote to allow ISWM to pursue the expansion of Bourne's landfill facility as presented at the joint meeting of the Board of Selectmen, Board of Health, Finance Committee, and the Energy Advisory Committee on August 12, 2019.

Dan Barrett said he is asking for this because MEPA and the Cape Cod Commission want to know if we have community support.

Voted: Jared MacDonald moved and seconded by Peter Meier to approve and allow the ISWM to pursue the expansion. Vote: 5-0-0.

13) Acting Town Administrator Report

- a. South Side Fire Station Feasibility and Design Building Committee vacancy – deadline for applying 11-14-19**
- b. Website Intern**
- c. County Coastal Resources Subcommittee appointee – Sam Haines, Conservation Agent.**
- d. Board of Health Administration Training for E-Permitting**
- e. HEALing Community Study**

Glenn Cannon wanted to mention the vacancy on the South Side Fire Station Feasibility and Design Building Committee; Matty Green resigned. Wanted to open it up so people can apply; William Meier did apply.

Tony Schiavi encouraged people to send in letters of interest. Judy Froman suggested these open positions should be prominent on the website and to reach out to the papers to post the open positions.

Tony Schiavi questioned should the people who sent letters of interest in May reapply. Judy Froman said staff should reach out to the ones that have applied earlier and see if they are still interested.

14) Correspondence

George Slade said the correspondence are on the website.

- A. Notification to Abutters regarding Joseph Agrillo, 105/0 Old Dam Road.
- B. Letter from Xfinity regarding Xfinity Channel Updates.
- C. Letter from Xfinity regarding changes to Stars/Encore and Epix Programming.
- D. Notification to Abutters regarding James McLaughlin, 227 Main Street (Map 20.3, Parcel 100)
- E. Notification to Abutters regarding Donald F Bracken, Jr. (manager) Freedom River, LLC. 49 Herring Pond Road (Map 10, Parcel 19).
- F. Notification from DPU regarding Petition of NSTAR Electric Company, d/b/a Eversource Energy, for approval of its 2016-2018 Energy Efficiency Three-Year Term Report.
- G. Letter from Bennet Environmental Associates, LLC regarding IMMEDIATE RESPONSE ACTION STATUS II AND SUPPORTING DOCUMENTATION RTN 4-27552 for Residential Property at 88 Waterhouse Road (Assessor's Map/Parcel ID: 27.0-68-3).
- H. Letter from Massachusetts State Lottery Commission notifying about an application for a Keno License for Bridge View Grill, 109 Trowbridge Road.
- I. Letter from Division of Marine Fisheries regarding the status of Squeteague Harbor. It will be open to shellfishing October 2-June 30th.

- J. Letter from Division of Marine Fisheries regarding Reclassification of Plow Penny Road. It will be changed to "Prohibited" status closed to shell fishing.
- K. Letter from Division of Marine Fisheries regarding Mashnee Road Reclassification status Open to shellfishing (September 1-July 31).
- L. Letter from Division of Maine Fisheries regarding the list of areas effective at sunset on October 10, 2019 that will be "Closed to Shellfishing."
- M. Letters regarding the Planning Board Vacancy, would like to be a regular member on the Board: a. William Stafford; b. Christopher Farrell; c. David O'Connor
- N. Letter from William W. Meier (27 Catskill Road), would like to be considered for the position of Alternate Member of the Bourne Planning Board.
- O. Letter from Felice Monteiro addressed to Thomas Guerino making formal announcement of retirement as the COA Director effective January 20, 2020.
- P. Letter from River Hawk Environmental, LLC on behalf of Tony and Ana Rego (the home owners) Regarding the release notification form & immediate response action plan & status report (26 Oakley Ave. Bourne) MassDEP RTN 4-27926.
- Q. Email from Fire Chief Martin Green (ret) stating he is resigning from the South Side Station Committee executive immediately.
- R. Letter from Habitat for Humanity of Cape Cod stating applications are being accepted for two (2) homes. Tuesday, December 17, 2019 is the deadline.
- S. Letter from Town of Barnstable Licensing Department; Weights and Measurements program. Enclosed: the quarterly report from June 1 to September 30, 2019, detailing weights & measures activity within the Town of Bourne.
- T. Letter from Cumberland Farms notifying of changes regarding Ownership effective October 22, 2019.
- U. Upper Cape Cod Regional Tech. School minutes from September 12, 2019 meeting.
- V. Letter from Kristy Senatori Executive Director at Cape Cod Commission in regards to help with utilizing the use of the Bourne Mitigation funds.
- W. Letter from Andrew Campbell would like to be considered for the opening on the Shore and Harbor Committee.
- X. Letter from MASSDEP stating Town of Bourne has earned 13 points and will receive \$16,900 for the Recycling Dividends Program Fund under Sustainable Materials Recovery Program.
- Y. Post card from Independence House, Inc. regarding 40th Anniversary Gala for November 16, 2019 at the Cape Codder Resort and Spa.
- Z. Letter from William Meier (27 Catskill Rd.) addressed to Glenn Cannon, would like to be considered for the vacant position on the South Side Fire Station Feasibility & Design Building Committee.
- AA. Letter from DMK&G Attorney at Law RE: William Russel, et al v. BOURNE ZONING OF APPEALS DOCET 1972CV00031. Stipulation of dismissal in connection with the above reference matter.
- BB. Notification to ABUTTERS Chapter 131 Section 40 Vincent P. Michienzi Sr. Project: remove onsite parking and replace with outside patio, construct building addition. Location: 100 Main Street (Map 23.2, Parcel 182) November 7, 2019, 7 p.m.
- CC. Notification of ABUTTERS Chapter 131 Section 40 Regarding Mark A. Puccio. Project: coastal stabilization measures including a stone revetment, jute netting, coil rolls and native plantings. Location: 88 Sagamore Rd (Map 4, Parcel 3-1).

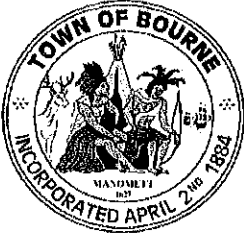
- DD. Letter from Renee Gratis regarding local Facebook page.
- EE. Fire Department Union Grievance – EMT Percentage 20-01.
- FF. Cape Cod Regional Transit Authority Bourne Town Report.

Peter Meier suggested the Board have the Social Media Policy on a future agenda item or workshop, because it should be reviewed.

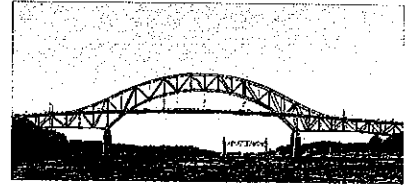
15) Adjourn

Voted: Peter Meier moved and seconded by Jared MacDonald to adjourn. Meeting adjourned at 10:07 pm. Vote: 5-0-0.

Respectfully submitted – Carole Ellis, secretary.



Board of Selectmen Meeting Notice AGENDA



Date
November 19, 2019

Time
6:30 P.M.

Location
Bourne Veterans' Memorial
Community Center
239 Main Street, Buzzards Bay

Note this meeting is being televised and recorded. If anyone in the audience is recording or video-taping, they need to acknowledge such at this time.

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

6:30 P.M. Call Public Session to Order in Open Session

Executive Session:

Motion to enter Executive Session to review and take action on the following Executive Session Minutes April 1, 2019, August 6, 2019, August 27, 2019, September 3, 2019, October 5, 2019, and October 9, 2019.

Roll call Vote to convene in Executive Session.

The Board of Selectmen will reconvene in open session at the conclusion of the Executive Session.

Roll Call Vote to reconvene in public session

7:00 P.M Call Public Session to Order in Open Session

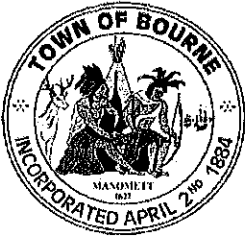
Board Chair will report out any actions and call for votes necessary as a result of the Executive Session.

1. Licenses and Appointments:
 - a. Appointment of Alternate Planning Board member to fill vacancy
 - William W. Meier
- Roll Call vote to appoint Alternate Member
2. Appointment of Community Engagements Committee
 - Lorna Ciavola
 - Rhonda D. Jones Tobey (represented by Aaron Tobey)
 - Mary Raynor
 - Pamela Chmielinski

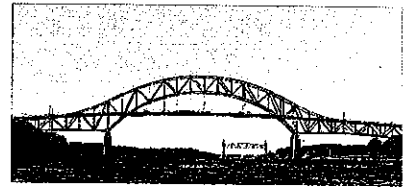
Selectmen Goals Workshop

3. Website Working Group Update
 - Presentation vs Content Management
 - Interns/Support
4. Strategic Planning Discussion
5. Adjourn

RECORDED
2019 NOV 14 PM 12:17
TOWN CLERK BOURNE



Board of Selectmen Meeting Notice AGENDA AMENDED



<u>Date</u>	<u>Time</u>	<u>Location</u>
November 19, 2019	6:30 P.M.	Bourne Veterans' Memorial Community Center 239 Main Street, Buzzards Bay

Note this meeting is being televised and recorded. If anyone in the audience is recording or video-taping, they need to acknowledge such at this time.

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

6:30 P.M. Call Public Session to Order in Open Session

Executive Session:

Motion to enter Executive Session to review and take action on the following Executive Session Minutes April 1, 2019, August 6, 2019, August 27, 2019, September 3, 2019, October 5, 2019, and October 9, 2019.

Roll call Vote to convene in Executive Session.

The Board of Selectmen will reconvene in open session at the conclusion of the Executive Session.

Roll Call Vote to reconvene in public session

7:00 P.M Call Public Session to Order in Open Session

Board Chair will report out any actions and call for votes necessary as a result of the Executive Session.

1. Licenses and Appointments:
 - a. Appointment of Alternate Planning Board member to fill vacancy
 - William W. Meier
2. Appointment of Community Engagements Committee
 - Lorna Ciavola
 - Rhonda D. Jones Tobey (represented by Aaron Tobey)
 - Mary Raynor
 - Pamela Chmielinski
 - Edith Hurd

Roll Call vote to appoint Alternate Member

Selectmen Goals Workshop

3. Website Working Group Update
 - Presentation vs Content Management
 - Interns/Support
4. Strategic Planning Discussion
5. Adjourn

RECEIVED
2019 NOV 15 PM 2:02
TOWN CLERK BOURNE

RECEIVED

Town of Bourne

Selectmen/Town Administrator's Office

2019 NOV 21 AM 8:39 24 Perry Ave.

Buzzards Bay, Massachusetts 02532

~~TOWN CLERK BOURNE~~ (508) 759 - 0600, ext. 1307

PUBLIC HEARING NOTICE

Notice is hereby given in accordance with provisions of Chapter 130, Section 60 of MGL as amended and Rules and Regulations and Application Requirements promulgated by the Board of Selectmen, that Patrick Ross, 6 Benedict Rd., Bourne, MA 02532; Bruce Silverbrand, 18 Bayberry Rd., Bourne, MA 02532; John Ross, 20A Dry Cedar Swamp Road, Bourne, MA 02532; Dan Maurice, 2 Evergreen Hill Rd., Monument Beach, MA 02553; James Rossignol, 26 Pocahontas Rd., Pocasset, MA 02559; Tom Wostenholme, 343 Shore Rd., Monument Beach, MA 02553 have filed applications to renew existing Aquaculture/Shellfish Grant operation licenses within the municipal waters of the Town of Bourne. The applications, including a plan showing the specific locations of the existing sites, can be viewed at Town Hall.

A public hearing will be held on December 3, 2019 at 7:45 pm in the Bourne Veterans' Memorial Community Center, 239 Main Street Buzzards Bay, MA 02532

BOARD OF SELECTMEN

Judith-MacLeod-Froman, Chm
James L. Potter, V. Chm
George G. Slade, Jr., Clerk
Peter J. Meier
Jared P. MacDonald

For publication in the November 21, 2019 edition of the Cape Cod Times.

RECEIVED

Town of Bourne

Selectmen/Town Administrator's Office

24 Perry Ave.

2019 NOV 21 AM 8:39

Buzzards Bay, Massachusetts 02532

(508) 759 - 0600, ext. 1307

~~TOWN CLERK BOURNE~~

PUBLIC HEARING NOTICE

Notice is hereby given in accordance with provisions of Chapter 130, Section 60 of MGL as amended and Rules and Regulations and Application Requirements promulgated by the Board of Selectmen, that John Ross, 20A Dry Cedar Swamp Road, Bourne, MA 02532 filed an application on October 11, 2019 to expand an existing Aquaculture/Shellfish Grant operation within the municipal waters of the Town of Bourne. The proposed expansion will be for 1.97 acres and will be located north of the Mashnee Dike and east of Hog Island. The application, including a plan showing the specific location of the proposed grant, can be viewed at Town Hall.

A public hearing will be held on December 3, 2019 at 7:45 pm in the Bourne Veterans' Memorial Community Center, 239 Main Street Buzzards Bay, MA 02532

BOARD OF SELECTMEN

Judith-MacLeod-Froman, Chm

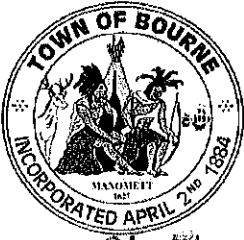
James L. Potter, V. Chm

George G. Slade, Jr., Clerk

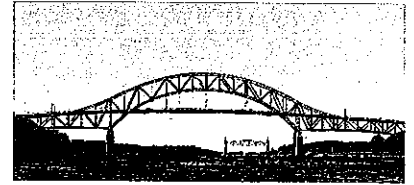
Peter J. Meier

Jared P. MacDonald

For publication in the November 21, 2019 edition of the Cape Cod Times.



Board of Selectmen Meeting Notice AGENDA



Date
December 3, 2019

Time
7:00 P.M.

Location
Bourne Veterans' Memorial
Community Center
239 Main Street, Buzzards Bay

Joint Meeting with Finance Committee at 7:15 P.M.

Note this meeting is being televised and recorded. If anyone in the audience is recording or video-taping, they need to acknowledge such at this time.

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

7:00 P.M Call Public Session to Order in Open Session

1. Vision: Bourne is a 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, embraces excellent education, and the amenities that it affords and offers to citizens a healthy, active lifestyle.
2. 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.
3. Moment of Silence for our Troops and our public safety personnel
4. Salute to the Flag
5. Public Statement from the Board of Selectmen Chair
6. Public Comment on Non-Agenda Items
7. Approval of minutes: 09.03.19; 10.08.19; 10.09.19 and 11.05.19
8. Call Joint Meeting of the Board of Selectman and Finance Committee to Order
 - a. 7:15 PM Public Hearing: Tax Classification Hearing
 - b. FY2019 Financial Review/RecapAdjourn Joint Meeting of the Board of Selectmen and Finance Committee
9. 7:45 PM Public Hearing:
 - a. Aquaculture Grant Expansion – John Ross
 - b. Aquaculture/Shellfish Grant Renewals: John Ross, Patrick Ross, Dan Maurice, Bruce Silverbrand, James Rossignol, Tom Wolstenholme
10. Massachusetts Maritime Academy - Admiral Fran McDonald
11. Ambulance Billing Fee Review Presentation
12. Veterans Parking Spaces
13. Licenses/Permits/Appointments
 - a. Year Round Liquor License Renewals
 - b. Adopt Shellfish Regulations – 2nd Reading

- c. Buzzards Bay Brewing of Bourne LLC request for Entertainment License to include: live music-amplified, film screening, karaoke, comedy-live, recorded music-amplified.
- d. Buzzards Bay Brewing, Inc.-14 One-day Liquor Licenses for Wine and Malt Beverages

14. Selectmen's Business

- a. 34 Diandy Road-Request to vacate judgement
- b. Authorization for the Town Administrator to enter into Inter-municipal Agreement-Town of Barnstable for Weights and Measures
- c. Bourne Residential Recycling Center Policy

15. Town Administrator Report

- a. FY 2021 Budget and Capital Planning and Timeline
- b. Barlow's Landing update
- c. Town Administrator's 90 day goals and objectives

16. Correspondence

17. Adjourn

**Board of Selectmen
Minutes of Tuesday, December 3, 2019
Bourne Veterans' Memorial Community Center
Buzzards Bay, MA**

TA Tony Schiavi
ATA Glenn Cannon

Selectmen

Judy Froman, Chair
James Potter, Vice Chair
George Slade, Clerk
Jared MacDonald
Peter Meier

Finance Committee members present are: Mary Jane Mastrangelo, Chair; Michelle Ford, Co-Vice Chair; Renée Gratis, Co-Vice Chair; William Townie; Amanda Bongiovanni; Judy Flynn; Kathleen Legacy; George Smith; Robert Wheeler; and Richard Lavoie. Jim Sullivan 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

7:00 p.m. Call Public Session to order in Open Session

Meeting Called to Order

Madam Chair Froman called the meeting to order at 7:00 pm.

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

Vision: Bourne is a 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, embraces excellent education, and the amenities that it affords and offers to citizens a healthy, active lifestyle.

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 responsibility 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.

2020 JAN 29 PM 12:05
TOWN CLERK BOURNE

RECEIVED

Tony Schiavi took a point of person privilege to recognized Jim Mulvey with the first Town Administrator Coin, for excellence.

Public Statement from the Board of Selectmen Chair.

Ms. Froman said this is a statement follow-up from a meeting earlier this fall.

Recently a group of concerned citizens inquired about the process to allow a non-resident to speak at Town Meeting on the Marijuana Zoning Article. I will now summarize the actions and references that allow this action to occur.

- The Town Moderator requested from the Acting Town Administrator the ability to require a legal opinion from Town Counsel to allow a Private Petition Marijuana Zoning Bylaw to be heard at Town Meeting.
- The Acting Town Administrator granted the request from the Town Moderator.
- The Town Counsel rendered an opinion that determined it was appropriate for the Town Meeting Voters to take a vote on the Proposed Zoning By-law submitted by Private Petition.
- The Town Moderator's authority to allow non-residents to speak at Town Meeting are outlined in the Bourne Voter Handbook and the Town Meeting Time book.

Public Comment – Non-Agenda Items

Jeremy Canfield, Pocasset, Registered Nurse at Falmouth Hospital, spoke about alcoholism within the Town of Bourne and proposing a nip ban. Would like to get it on an agenda to discuss at a future date.

William Nelson spoke about the Hampton Inn regarding the vegetation and the lighting. Also spoke regarding the Cape Cod Regional Transportation Authority, we need to find out what the real facts are, and present them on an agenda to the public and talk about the pros and cons.

7) Approval of Minutes: 9-03-19; 10-08-19; 10-09-19; 11-05-19

Voted: Peter Meier moved and seconded by James Potter to approve the minutes from September 3, 2019. Vote: 4-0-1. Jared MacDonald abstained.

Voted: Peter Meier moved and seconded by James Potter to approve the minutes from October 8, 2019. Vote: 5-0-0.

Voted: Peter Meier moved and seconded by James Potter to approve the minutes from October 9, 2019. Vote: 4-0-1. Jared MacDonald abstained.

Voted: Peter Meier moved and seconded by James Potter to approve the minutes from November 5, 2019. Vote: 5-0-0.

**8) Call Joint Meeting of the Board of Selectmen and the Finance Committee to Order
a. 7:15 Public Hearing: Tax Classification Hearing**

b. FY2019 Financial Review/Recap**Adjourn Joint Meeting of the Board of Selectmen and Finance Committee**

7:15 Judith Froman called the joint Finance Committee and Selectmen meeting to order.

Mary Jane Mastrangelo called the Finance Committee to order. Dr. Sullivan is excused.

a. A public hearing as required under MGL Chapter 40 Section 56 regarding the percentage of local tax levy to be borne by each class of property for the fiscal year 2020 will be held December 3, 2019 at 7:15 p.m. at the Bourne Veterans Memorial Community Building 239 Main Street, Buzzards Bay. Interested taxpayers are encouraged to attend and present oral or written comments. Bourne Board of Selectmen - Judith MacLeod Froman, Chair, James L. Potter, Vice Chair, George G. Slade, Clerk, Jared P. MacDonald, and Peter J. Meier.

Bruce Cabral, Director of Assessing for the Town of Bourne, is here to present the classification hearing. Deciding if the Town will have a single tax rate or split tax rate, between residential and commercial/industrial. The Board of Assessors recommend a single rate be approved.

Mr. Cabral read the recommendation from the Board of Assessors.

The Board of Assessors recommends that the Board of Selectmen vote to retain one tax rate for all classes of property for fiscal year 2020. The Board feels that the relatively small benefit to the residential taxpayer which could be achieved through the use of two tax rates, does not warrant the significant increase in taxes which would be shifted to the Commercial/Industrial/Personal Property taxpayer. Bourne is primarily a residential community that does not have enough of a commercial/industrial base to make a split rate classification worthwhile.

Residential	87.87%
Commercial	8.08%
Industrial	0.86%
Personal Property	3.19%
	100.00%

Residential	\$4,322,419,510
Commercial	\$397,384,800
Industrial	\$42,322,570
Personal Property	\$156,779,020
Total Taxable Value	\$4,918,905,900

A total increase of 3.3% from Fiscal Year 2019

Mr. Cabral went over the tax rate calculations, estimated single rate annual tax bill and the estimated single & split rate analysis, and the top five real estate tax payers in Bourne. Mr. Cabral also went over other classification and rate options.

Judy Froman read the recommendation for the motion:

The Board of Selectmen to adopt a single tax rate by selecting a residential factor of one and determining the allocation of taxes to be borne by the four classes of real property along with personal property for Fiscal Year 2020. The Board also votes to not adopt an open space discount residential exemption and small commercial exemption for Fiscal Year 2020.

Voted: Peter Meier moved and seconded by Jared MacDonald to approve the recommended motion. Vote: 5-0-0.

b. FY2019 Financial Review/Recap

Erica Flemming, Finance Director for the Town of Bourne, went over the Town of Bourne Financial Review for the Year Ended June 30, 2019, which included: Revenues, all monies received from any source; Revenues by Source FY2019; History of New Growth Budget to Actual; Debt Exclusion; State Aid Revenue Budget vs Actual FY2019; State Aid by Type FY2019; History of State Aid Revenue FY2014-FY2020; State Aid - Cherry Sheet Revenues FY2014-FY2020; Local Receipts Revenue Budget vs Actual FY2019; Local Receipts by Type FY2019; History of Local Receipts FY2015-FY2019; Local Receipts FY2015-FY2020; Appropriations/Expenditures and Assessments; General Fund Operating Budget FY2019; Appropriations and Expenditures FY2019; Expenditures by Function FY2019; History of Cherry Sheet Assessment; Cherry Sheet Assessments (by bar graph); Debt Service FY2019; History of Revenues and Expenditure Turn Backs FY2011-FY2019; Upper Cape Cod Regional Technical School Assessment; Financial Policies - Free Cash Policy, Stabilization Fund, OPEB Trust Fund; Free Cash History; Free Cash to Financial Policy Reserve; Health Insurance Trust, OPEB & Stabilization Funds; General Stabilization Fund History; Waterway & Ambulance Funds; Enterprise Funds ISWM & Sewer; ISWM Enterprise Fund Revenues Budget vs Actual FY2019; ISWM Enterprise Fund Appropriations & Expenditure FY2019; Sewer Enterprise Fund Revenues Budget vs Actual FY2019; Sewer Enterprise Fund Appropriations and Expenditures FY2019.

Voted Bill Towne moved and seconded by Renee Gratiis to adjourn the Finance Committee portion of the meeting. Adjourned at 7:56 pm.

9) 7:45 Public Hearing:

a. Aquaculture Grant Expansion - John Ross

b. Aquaculture/Shellfish Grant Renewal: John Ross, Patrick Ross, Dan Maurice, Bruce Silverbrand, James Rossignol, Tom Wolstenholme.

Judy Froman called the public hearing of the Aquaculture Grant Expansion to order at 7:58 p.m.

Town of Bourne Selectmen/Town Administrators Office Public Hearing Notice:
Notice is hereby given in accordance with provisions of Chapter 130, Section 60 of the MGL as amended and Rules and Regulations and Application Requirements promulgated by the Board of Selectmen, that John Ross, 20A Dry Cedar Swamp Road, Bourne, MA 02532 filed an application on October 11, 2019 to expand an existing Aquaculture/Shellfish Grant operation within the municipal waters of the Town of Bourne. The proposed expansion will

be for 1.97 acres and will be located north of the Mashnee Dike and east of Hog Island. The application, including a plan showing the specific location of the proposed grant, can be viewed at Town Hall. A public hearing will be held on December 3, 2019 at 7:45 p.m. in the Bourne Veterans' Memorial Community Center, 239 Main Street, Buzzards Bay, MA 02532. Board of Selectmen: Judith MacLeod-Froman, Chair, James L. Potter, Vice Chair, George G. Slade, Clerk, Jared P. MacDonald, and Peter J. Meier.

Chris Southwood, Natural Resource Director, spoke regarding Mr. John Ross's expansion request. He currently has 1/3 acre located adjacent to his proposal. All his paperwork is in order. There haven't been any issues. At the Shore and Harbor meeting in November it was recommended to approve with a 110' buffer zone between Pat Ross existing area and the proposed area requested by John Ross.

James Potter said he thought we were going to review the fact that currently no one can apply for a new permit to open, but all the current ones are expanding. Chris Southwood said they are currently going through the aquaculture regulations with the Shore and Harbor Committee dictating what regulation we are looking to change and what is going on with the moratorium.

Voted: Peter Meier moved and seconded by Jared MacDonald to close the public hearing testimony. Vote: 5-0-0.

Voted: Peter Meier moved and seconded by Jared MacDonald to approve the aquaculture grant expansion for John Ross.

James Potter said he will support this but he will not support an additional expansion unless we readdress the balance.

Vote: 5-0-0.

9.b. Aquaculture/Shellfish Grant Renewal: John Ross, Patrick Ross, Dan Maurice, Bruce Silverbrand, James Rossignol, Tom Wolstenholme.

Notice is hereby given in accordance with provisions of Chapter 130, Section 60 of the MGL as amended and Rules and Regulations and Application Requirements promulgated by the Board of Selectmen, that Patrick Ross, 6 Benedict Rd., Bourne, MA 02532; Bruce Silverbrand, 18 Bayberry Rd., Bourne, MA 02532; John Ross, 20A Dry Cedar Swamp Rd., Bourne, MA 02532; Dan Maurice, 2 Evergreen Hill Rd., Monument Beach, MA 02553; James Rossignol, 26 Pocahontas Rd., Pocasset, MA 02559; Tom Wostenholme, 343 Shore Rd., Monument Beach, MA 02553 have filed applications to renew existing Aquaculture/Shellfish Grant operation licenses within the municipal waters of the Town of Bourne. The applications, including a plan showing the specific locations of the existing sites, can be viewed at Town Hall. A public hearing will be held on December 3, 2019 at 7:45 p.m. in the Bourne Veterans Memorial Community Center, 239 Main Street, Buzzards Bay, MA 02532.

Chris Southwood said this is just a renewal of the existing licenses, they expire every two years. There have been no issues with the grant holders, there have been no violations.

Voted: Peter Meier moved and seconded by Jared MacDonald to close the public hearing. Vote: 5-0-0.

Voted: Peter Meier moved and seconded by Jared MacDonald to approve the application for the existing grant holders. Vote: 5-0-0.

10) Massachusetts Maritime Academy – Admiral Fran McDonald

Fran McDonald, President of the Massachusetts Maritime Academy, wanted to let people know this Thursday 7:00 p.m. is the Annual Holiday Concert, open to all and free of charge. Also, this year's Semester at Sea is leaving in January, and will be heading to the Pacific, the Panama Canal with 550 cadets onboard.

Admiral McDonald update the Board on the housing pinch, they are not pursuing a large project either on campus or downtown. We are extending the lease with Mariner Inn in Wareham and moving forward with rebuilding the Beachmoor property to house approx. 70 cadets.

Cleaned up the problem with students parking without a permit, at the lot by the railroad bridge. We have a temporary lease for parking spaces on Cohasset Ave, that lease has 1 more year. We are in the process of acquiring a 2-acre parcel adjacent to the Hampton Inn for student parking during the academic year and we plan to open that space for town parking in the summer months and for special events.

The Economic Impact Study for the Maritime Academy with the local area and the Town is almost complete. Mass Maritime Academy brings more than 10,000 visitors to Bourne, out of 400 plus employees 90 live in town. The amount of civic engagement and volunteer hours - over 10,000 hours. The academy, with some support of Federal Financial Aid, has \$50,000 in financial aid for work study, which is pushed out into the local community.

James Potter spoke about the 2-acre parcel the Maritime purchased, it was supposed to be an economic development parcel that went toward the wastewater facility. Mr. McDonald said if that parcel is a key piece and we can come up with a long-term parking alternative there is nothing to preclude that parcel to go back into development.

Mary Jane Mastrangelo spoke about the \$525,000 of state-owned land revenue on the Cherry Sheet. It is an opportunity for the Board of Selectmen to lobby with the State Legislature to talk about the formula for state-owned land.

William Nelson questioned the number of students at the academy. Mr. McDonald said there are 1650 students. The rate between resident and commuters is roughly 97% residential.

Judy Froman said the Economic Impact Study will be helpful. Tony Schiavi said the Economic Impact Study will be broken down to direct and indirect.

Peter Meier said the Bourne Housing Authority through their revenue source pays a 1% pilot on state owned property to the Town. We have state owned property of 525,000 made up of Joint Base Cape Cod, Mass Maritime Academy and the Bourne Housing Authority state owned property. We may want to look at a possibility of a small pilot of 1% to help offset.

Fran McDonald said we can start by looking at the Economic Impact Study, the next step would be the idea of working with the Legislature to go after that number, so it is money coming from Boston.

Aaron Tobey, Gray Gables, questioned if the Board has appointed a liaison or committee to meet with the residents of Taylors Point to advocate for them regarding the Mass Maritime and to report back to the Board. Judy Froman said that person hasn't been formally identified. Mr. Toby said it seems like we are making Buzzards Bay into a college campus.

11) Ambulance Billing Fee Review Presentation

Chief Norman Sylvester, Bourne Fire Chief, Lt Jason Silva, Town of Bourne EMS supervisor

Chief Sylvester spoke about the Ambulance Rate Increase

- Bourne's rates have not increased since 2009
- Our rates are significantly lower than other areas towns as well as private ambulance companies
- Updating rates better reflects the cost of providing the service and provides revenue for the Town
- New proposed rates would increase revenue by more than \$100 based on last years

BLS \$944.25 – ALS1 \$1,354.35 – ALS2 \$2,058.00 – Mileage \$25.00/mi

- Our rates will be bundled meaning only the rate listed above plus mileage will be billed on each trip.
- These rates were calculated by taking an average of the rates of the other services and discounting them by 10-15%
- The new rates allow us to provide services at a lower cost than surrounding municipalities while still increasing revenue to offset the cost of service
- Most of the cost is absorbed by insurance companies. When it would cause a financial hardship, we suggest the Town Administrator continue to abate our Town residents' bills as appropriate
- This new rate structure will help offset the cost of the high volume of calls experienced from assisted living and nursing home facilities
- Hope the Town Administrator and Select Board also approve a yearly 2% increase to avoid long spans of time between rate updates

Lt. Jason Silva said this will only affect the residents that have primary insurance companies, it will not affect anyone on Medicare or Medicaid.

James Potter said it is important to collect the revenue needed to run the department.

Chief Sylvester would like to see a vote on this by March 2020.

12) Veterans Parking Spaces

Peter Meier spoke regarding the Brave Act and having specific parking spaces for Veterans in town parking lots.

Tony Schiavi said as the Board and Parking Commissioners you can allow signage and the criteria regarding veteran parking and veteran license plates.

Mr. Meier said in the interim the Town could look at some sort of identification or sticker the Town can issue. George Slade said he would like veterans' agent to comment on this. It is a great idea but have concerns that it could be an administrative time-consuming issue.

Peter Meier said he will defer this to the recommendation of the Town Administrator and have him report back to the Board.

James Potter said it is a good idea, but the enforcement may become an issue, and do you enforce it. Would like to hear from the veterans' agent.

13) License/Permits/Appointments

a. Year-Round Liquor License Renewals

b. Adopt Shellfish Regulations – 2nd Reading

c. Buzzards Bay Brewing of Bourne LLC request for Entertainment License to include: live music-amplified, film screening, karaoke, comedy-live, recorded music-amplified.

d. Buzzards Bay Brewing, Inc. 14 One-day Liquor License for Wine and Malt Beverages

13.a. Year-Round Liquor License Renewals

Club - All Alcoholic

Voted: Peter Meier moved and seconded by Jared MacDonald to approve the year-round all alcoholic club licenses for calendar year 2020 as follows: Aptuxet Post #5988 VFW Building Association, Inc.; Buzzards Bay Aerie #3741, Fraternal Order of Eagles, Inc.; Club Italiano Guglielmo Marconi; Monument Beach Sportman's Club, Inc.; Pocasset Golf Club, Inc.; and Weary Travelers Club, Inc. Vote: 5-0-0.

Common Victualer – All Alcoholic

Voted: Peter Meier moved and seconded by George Slade to approve the year-round all alcoholic common victualer licenses for calendar year 2020 as follows: Cranberry's LLC; IL Sfocato Uno, Inc.; Cape Sunset Enterprises, Inc.; Cochrane Ventures LLC; Millerco Corporation; Leo's Seafood Restaurant, Inc.; The Lobster Trap Fish Market and Restaurant; Freedom City, Inc.; Mahoney's on Main LLC; Mezza Luna Restaurant, Inc.; Batman Corp.; KKP, LLC; Bopha Angkor's Stir Crazy LLC; Stomping Grounds, Inc.; Trading Post Lounge, Inc.; Wayho, Inc.' Whaleback Restaurant, Inc. Vote: 5-0-0.

Common Victualer Wine & Malt

Voted: Peter Meier moved and seconded by Jared MacDonald to approve the year-round wine & malt common victualer licenses for calendar year 2020 as follows: BBHP, Inc.; Buzzards Bay Marine Corp; Chen Restaurant, Inc.; Graziella's Pizza, LLC; P&G Pizza, Inc.; PWB Enterprises, Inc. Vote: 5-0-0.

General on-Premise Wine & Malt

Voted: Peter moved and seconded by Jared to approve the year-round wine & malt general on premise licenses for calendar year 2020 as follows Ryan Family Amusement, Inc. Vote: 5-0-0.

Year-round Inn Holder All Alcoholic

Voted: Peter Meier moved and seconded by Jared MacDonald to approve the year-round all alcoholic inn holders licenses for calendar year 2020 as follows: Bourne Hotel, Inc. Vote: 5-0-0.

Year-round Package Store License All Alcoholic

Voted: Peter Meier moved and seconded by Jared MacDonald to approve the year-round all alcoholic package store licenses for calendar year 2020 as follows: Beecy, Inc.; RFS Market, Inc. Rymco, Inc.; Norman B. White, Jr., Inc.; Sadiq Corporation; Portside Liquors, Inc. Barlows Liquor Corp; ZASA Spirits, Inc.; Paradigm, Inc. Vote: 5-0-0.

13. b. Adopt Shellfish Regulations – 2nd Reading

Chris Southwood, Natural Resource Director, spoke regarding the adoption of the 2020 Town of Bourne Shellfish Regulations. At the Shore & Harbor Committee meeting a few weeks ago they adopted and agreed with these recommendations. One of the changes we are proposing is the time of day restrictions. We will now allow from sunrise to sunset harbor shellfish, commercial fisherman will now be able to harvest on Saturdays. We requested the change of the definition of a bushel. There was a change that came from the public and the Shore and Harbor Committee, it was to add another prohibited item for

harvesting shellfish; we are including the garden variety pitchfork. We are also asking to waive the third reading.

Voted: Peter Meier moved and seconded by Jared MacDonald to approve the second reading and go specifically to third reading for ultimate approval. Vote: 5-0-0.

13. c. Buzzards Bay Brewing of Bourne LLC request for Entertainment License to include: live music-amplified, film screening, karaoke, comedy-live, recorded music-amplified.

William Russell, Buzzards Bay Brewing of Bourne LLC. Location: 85 Main Street, Buzzards Bay. Request - Entertainment: live music-amplified, film screening, karaoke, comedy, recorded music-amplified. Hours: 11:00 a.m. to 9:00 p.m. Seating for 132 inside seating & 48 outside seating. Remarks: Planning Department - Currently only a temporary occupancy, New seating approved by PB on 10/24/19 see seating plan. Board of Health - Additional 52 seats approved by Planning Board. Sewer Commissioners - Connected to sewer. Town Clerk - Buzzards Bay Brewing of Bourne, LLC is filed with the State. Police Department - The Town Bylaw on disturbances (3.1.23) would apply when this business is not being operated under an active liquor license issued under Ch.138. Fire Department - Has met all requirements.

Robert Oberkoetter, Attorney, said he is representing William Russell, and asked the Board members if they have any questions.

James Potter questioned when we will be getting the final occupancy for the building. Concerned active businesses operating in a temporary circumstance. Would like to get a final occupancy for each tenant.

Vincent Michienzi, Gray Gables, said the building is fully sprinkled; the brewery is 100% complete; Thai is 99.9% complete, and we have an occupancy on two of the units. The only thing we don't have is paving, then we will have full occupancy.

Judy Froman said to make sure the bylaw regarding the amplified music gets in the hands of the applicant.

Voted: Peter Meier moved and seconded by Jared MacDonald to approve the application for the entertainment license.

James Potter said it would be good to have the return receipts from the certified abutters notice in the packet so we can see who the abutters are that were notified directly.

William Nelson said the development of downtown Buzzards Bay seems to be restaurant, alcohol, hotels, straight alcohol. Judy Froman said we are moving from being reactionary to being purposeful on how we move forward with plans. Our major effort is to put together

the information regarding the local comprehensive plans and Regional Plan and make sure to have a cohesive conversation.

Roger Laporte, Inspector of Buildings, explained why they have a temporary occupancy. In order to get the final occupancy permit the entire project needs to be completed, including the landscape, grass, and bushes. We have inspected the building; they are up to code and are safe. In order to get these businesses going we give them temporary occupancy permits. Building Code allows us to give temporary occupancy permits for up to 180 days. Our policy in the Town of Bourne has been 90-day occupancy permits, so we can judge if more work has been done.

Vote: 5-0-0.

13.d. Buzzards Bay Brewing, Inc. 14 One-day Liquor License for Wine and Malt Beverages

Buzzards Bay Brewing, Inc. Daryl Breda, 98 Horseneck Road, Westport, MA 02790. Location: 85 Main Street, Buzzards Bay, MA 02532. Request: 14 One-day Liquor Licenses for wine & malt beverages. Hours of Operation 1:00 p.m. to 9:00 p.m. Seating limited to 132 inside 48 outside as per plan approved by Town Planner. December 6 and 7; December 12, 13, & 14; December 19, 20, & 21; December 26, 27, & 28; January 2, 3 & 4 [2020]. Formerly has had 30 one-day licenses in a different corporation name - applying for 14 one-day in new corporation name. Remarks: Building Inspector - Temp OP will be reissued for 12/20/19-3/20/20. Town Clerk - Not Applicable, Business is incorporated. Assessors - Fol filed. Police Department - Met all requirements.

Robert Oberkoetter, Buzzards Bay, representing William Russell, said we have complied with all the safety requirements, Mr. Russell is not pouring hard liquor he makes beer and wine and would like to pour his own products.

Voted: Peter Meier moved and seconded by Jared MacDonald to approve the fourteen 1-day liquor licenses for the dates listed on the route slip, which are: December 6 and 7; December 12, 13, & 14; December 19, 20, & 21; December 26, 27, & 28 of 2019; and January 2, 3 & 4 of 2020. Vote: 5-0-0.

14) Selectmen's Business

- a. 34 Diandy Road-Request to vacate judgement**
- b. Authorization for the Town Administrator to enter into Inter-municipal Agreement - Town of Barnstable for Weights and Measures.**
- c. Bourne Residential Recycling Center Policy**

Atty. Francis Coffey, representing the estate at 34 Diandy Road, said he filed a motion to vacate a judgement of the town taking of 34 Diandy Road. His plan is to pay the taxes and settle the estate. I am a legal heir and plan on resolving these issues.

The Town has no information on who is the executor of the estate, and if anyone else will lay claim to this property. Mr. Coffey said he is the only heir who has adequate resources to pay the taxes.

Tony Schiavi questioned if Mr. Coffey will pay the bill full. Francis Coffey said we could do a payment arrangement or I could pay in full in 180 days. Tony Schiavi said our recommendation to the Board would be a payment of whatever the amount would be at that time in full.

Francis Coffey questioned if the Board of Selectmen could table the issue, and continue this in 90 days.

Voted: Peter Meier moved and seconded by Jared MacDonald to table this to the first meeting in January.

James Potter said ultimately this would go to auction. We need to have documentation that Mr. Coffey is eligible to buy this property.

Judy Froman suggested to have the town staff do some research on ownership of the property and report back and make a recommendation to the Board of Selectmen at the first meeting in January 2020.

Vote: 5-0-0.

Voted: Peter Meier moved and seconded by Jared MacDonald to take agenda item 14.c. out of order. Vote: 5-0-0.

14.c. Bourne Residential Recycling Center Policy

Dan Barrett briefly went over the Recycling Center Policy change. The request is to approve the Recycling Center Policy as presented tonight.

ACCEPTABLE ITEMS (see swap shop)

- Bulky items: each household will get 4 bulky item stickers, good for 2020 only, that can be used for free disposal of the items below. Bulky item stickers must be presented or charges will apply. The charges are:
- Bulky item stickers must be presented or charges will apply. The charges are:
 - Appliances (including microwaves) - \$10
 - Flat screen monitors and TVs, computers (CPUs), Cathode Ray Tubes (TVs, monitors) - \$20
 - Mattresses, boxsprings, sofa beds - \$20
 - Fluorescent bulbs - One sticker per bundle of up to 8 - \$4 each bulb
 - Tires - up to 4 small tires per sticker allowed. Auto/motorcycle/vehicle/mower < 18" - \$10, vehicle/truck 18" - 20" - \$20, vehicle/truck > 20" - \$60
- Recyclables, scrap metal
- Yard waste, brush and stumps
- Residential garbage and rubbish
- Bulky items and furniture
- Construction & demolition debris/shingles
- Propane tanks (20 lbs. only)
- Batteries - Ni-Cad, auto/marine, lithium
- Mercury containing items- thermometers, thermostats, switches
- PCB batasts
- Paint- March 28th through October 17th, 10 can limit/day
- Waste oil and antifreeze (5 gallons limit each), oil filters, no gasoline

Recycling/Disposal Sticker

- 1st sticker \$30; 2nd sticker \$15
- Seniors (60), 1st \$20, 2nd \$10
- Replacement sticker \$10
- Limit of two (2) stickers per property owner/residential household.
- Credit/debit card or check only. **NO CASH.**

GENERAL RULES

- No Smoking.
- Abusive language toward employees will not be tolerated.
- Stickers are Town property.
- Any violations of these rules may result in loss of sticker.
- State waste disposal bans must be followed. These items include: commercial organic material, recyclable paper, single resin narrow neck plastic containers, metal and glass containers, yard waste and leaves, lead acid batteries, whole tires, cathode ray tubes, white goods (appliances), metal, asphalt pavement, brick, concrete, wood (>5 cu. yd. loads).
- Fluorescent bulbs must be recycled.
- Stickers only issued to Bourne residential property owners and renters with proof of residence. Raw landowners, JBCC residents and MMA students do not qualify.

SWAP SHOP

- Only leave items in good condition.
- No loitering over 20 minutes or harassing others.
- Items are to be left and taken free of charge. No financial transactions of any kind allowed.
- The Swap Shop is not for commercial users.

Do not leave at Swap Shop

- Items with sharp broken parts, water damage or mildew.
- Mattresses, boxsprings, futons, sleeper sofas, pillows.
- Fluorescent bulbs, child car seats
- Televisions, computer monitors
- Paint, hazardous products
- Rubbish
- Clothing (use textile containers)

PAY FOR AT SCALE (sticker holders only)

- Campers, boats and RVs.
- Scale availability during residential recycling center hours; Mon. - Fri., 7:00 a.m. - 3:00 p.m. Saturdays 7:00 a.m. - noon. Closed Sundays. Subject to seasonal schedule.

FOR SALE

Compost bins - \$40

- Stickers will not be applied to Vehicles with:
 - Dump bodies or dump trailers
 - Trailers greater than 12 feet
 - Beds longer than 8 feet
 - Sidewalls higher than cab
 - Bodies larger than a standard passenger van
 - Dealer plates or rental cars
 - Business lettering (but sticker is kept at the guard shack for referral)
- Proof of residence or ownership required including:
 - Current driver's license and
 - Current vehicle registration
 - One of the following shall be required:
 - Current property tax bill
 - Current lease
 - Current deed with stamps
 - Other current substantive documentation
- Department personnel will apply and remove all stickers on vehicles.
- Hazardous wastes/products and business wastes are prohibited.
- No high-pressure cylinders.
- The Town may track and question excessive numbers of loads or ask for proof of a building permit.
- Builders who build houses on speculation must bring that waste over the scale and pay.

**Bourne Board of Selectmen
Recycling Center Policy
Calendar Year 2020**



Approved by the Selectmen of Bourne:
Judith MacLeod-Freeman, Chair
James L. Potter, Vice Chair
George G. Slada, Clerk
Peter J. Meier
Jared P. MacDonald

HOURS OF OPERATION

Labor Day to Memorial Day
Wed. - Mon., 7:00 a.m. to 3:00 p.m.
Closed Tuesdays & Holidays

Memorial Day to Labor Day
7 days a week, 7:00 a.m. to 3:00 p.m.
Closed Holidays
Exact dates to be posted later

IMPORTANT PHONE NUMBERS

ISWM Office 508-759-0600, ext. 4
Recycling Center 508-759-0649
Scale 508-759-0639
Town Hall 508-759-0660
Bourne Board of Health 508-759-0600, ext. 1344
DPW (curbside) 508-759-0600, ext. 3
Website www.townofbourne.com

- The acceptance of C&D and bulky items is dependent upon the Town's ability to replace full containers and may be suspended periodically.
- Trailers are not to be used for commercial "dump runs."
- Areas other than the residential recycling center and department offices are off limits.
- All scrap metal and other recyclables are the property of the Town. Picking is prohibited.
- Site is under video surveillance.
- The Town recognizes that special circumstances may arise. In these situations, a temporary sticker or other arrangements may be made. Sticker holders must be present with the load unless otherwise approved. Please call or visit the ISWM office in advance.
- Marijuana/cannabis residuals, including plants, must go in the trash not the composting area.

Household Hazardous Waste (HHW)

Regional waste collection days are held each April - October, dates TBA. Look for a separate mailing, local ads or visit the ISWM website for more information and how to access collections all over the Cape.

Voted: Peter Meier moved and seconded by Jared MacDonald to approve. Vote: 5-0-0.

14.b. Authorization for the Town Administrator to enter into Inter-municipal Agreement – Town of Barnstable for Weights and Measures.

Tony Schiavi briefly went over the Inter-municipal Agreement. This is going to all the town that will participate.

This Agreement (hereinafter "Agreement"), made and entered into this 3rd day of December, 2019, executed in duplicate (each executed copy constituting an original) between the Town of Barnstable, a Massachusetts municipal corporation with its principal place 367 Main St., Hyannis, MA 02601, acting by and through its town Manager (hereinafter "Barnstable") and Bourne, acting by and through its Town Manager (hereinafter "Town") (both Barnstable and Bourne are together referred to herein as the "Members").

WHEREAS Barnstable has town staff employed as a sealer of weights and measures and deputy sealers of weights and measures working within its licensing Division; and

WHEREAS Town has no town staff currently employed or contracted as sealer of weights and measures; and

WHEREAS Town desires to enter into an agreement with Barnstable for services performed by the sealer and deputy sealers of weights and measures; and

WHEREAS, MGL. c., 40 § 4A sets forth the requirements for and parameters of such "intergovernmental agreements", and

WHEREAS, the Members participating in this Agreement each have authorized participation in this Agreement: by Town Manager for Barnstable a copy of which is attached hereto as Exhibit A and by the Town Administrator for Town a copy of which is attached here to as Exhibit B;

NOW, THEREFORE, the Members, in consideration of the manual benefit to be derived by the Members hereto, pursuant to the authority contained in M.G.L c. 40 § 4A, do hereby mutually agree as follows.

Voted: Peter Meier moved and seconded by Jared MacDonald to authorize the Town Administrator to enter into an Inter-municipal Agreement with the Town of Barnstable to provide Weights and Measures services to the Town of Bourne. Vote: 5-0-0.

15) Town Administrators Report

- a. FY 2021 Budget and Capital Planning and Timeline**
- b. Barlow's Landing update**
- c. Town Administrator's 90-day goals and objectives**

Tony Schiavi briefly went over the timeline.

9. Keep Savary Ave septic conversation on track and coordinate with ACE on disposing of current system in Feb 2020
10. Implement E-Permitting and Dude Solutions Facility Management S/W
11. Show consistent progress on Website updates and redesign

16) Correspondence

George Slade brought the Board and the public up to date on the correspondence

- A. Thank you letter from Christopher Clark, Harwich Town Administrator.
- B. Letter from Robert A. Zibbell regarding opening prayer at town meeting.
- C. Letter from Comcast Re: Internet Essentials with monthly pricing.
- D. Letter from NextEra Energy Services regarding NextEra Services Massachusetts Disclosure Label, LLC.
- E. Letter from MassFiscal.org regarding information on the Transportation Climate Initiative Tax.
- F. Notice of Project Change; Multi-purpose Machine Gun Range Camp Edwards. (Copy on file in Town Administrator's Office).
- G. Upper Cape Cod Regional Technical School District Committee; October 10, 2019 Meeting minutes.
- H. Letter from Bourne Water District regarding 230 Sandwich Road, Chase Estates.

17) Adjourn

Voted: Peter Meier moved and seconded by Jared MacDonald to adjourn. Meeting adjourned at 10:20 pm. Vote: 5-0-0.

Respectfully submitted – Carole Ellis, secretary.

**Board of Selectmen
Minutes of Tuesday, December 17, 2019
Bourne Veterans' Memorial Community Center
Buzzards Bay, MA**

TA Tony Schiavi
ATA Glenn Cannon

Selectmen

Judy Froman, Chair
James Potter, Vice Chair
George Slade, Clerk
Jared MacDonald - Excused
Peter Meier

2020 JAN -9 AM 11:49
TOWN CLERK BOURNE

RECEIVED

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.

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

Documents

6:00 p.m. Call Public Session to order in Open Session

Executive Session:

Motion to enter into Executive Session to review and take action on the following Executive Session Minutes:

- October 8, 2019 – Acting Town Administrator contract negotiations
- October 16, 2019 – Town Administrator contract negotiations
- October 29, 2019 – Town Administrator contract negotiations
- November 4, 2019 - Town Administrator contract negotiations
- November 5, 2019 – Town Administrator negotiation, Real Property discussions relative to 4 Henry Drive, Henry Drive Extension, 90 Main Street, Bassett's Island, 34 Diandy Road and Bucky Barlow Boatyard

Motion to enter into Executive Session to conduct strategy in regards to negotiations with respect to a license or easement on:

- Map 35.0 Parcel 143 – 4 Henry Drive Extension;
- Map 35.0 Parcel 144 – Henry Drive;
- Map 35.0 Parcel 145 – 3 Henry Drive;
- Map 23.0 Parcel 4 – 90 Main Street;
- Map 42.0 Parcel 89 – 11 Bassett's Island.

The Chair has declared that an open meeting may have a detrimental effect on the negotiating position of the public body with respect to the license and/or easements.

Motion to enter into Executive Session to conduct contract negotiations for Non-Union personnel: Town Counsel, Robert S. Troy. The Chair has declared that an open meeting may have a detrimental effect on the negotiating position of the public body.

Roll call vote to convene in Executive Session for the purposes stated. The Board of Selectmen will reconvene in opens session at the conclusion the Executive Session.

Roll call vote to adjourn the Executive Session

Reconvene in public session

Chair call public session to order in open session

Meeting Called to Order

Madam Chair Froman called the meeting to order.

The Chair reported on the votes taken in Executive Session. Voted to accepted and disclose the Executive session minutes for October 8th, October 16th, October 29th, and November 4th, and sent to the RAO. Voted to accept the minutes from November 5th and not disclose. Voted to work with the property owner for Map 35.0 Parcels 143, 144, & 145 - Henry Drive to eliminate the easement concern. Voted the draft of a license with an amendment on 1.5 for Map 23.0 Parcel 4 – 90 Main Street.

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

Vision: Bourne is a 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, embraces excellent education, and the amenities that it affords and offers to citizens a healthy, active lifestyle.

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 responsibility 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.

Public Comment – Non-Agenda Items

None requested.

6) Approval of Minutes: May 28, 2019

Voted Peter Meier moved and seconded by James Potter to approve minutes of May 28, 2019. Vote 4-0-0.

7) Licenses and Appointments:

a. Annual Common Victualer, Weekday and Sunday Entertainment, Coin Operated Amusement Devices, Taxi and Livery, Auto Dealers Class I, II, III and Junk Yard Licenses

b. Carrie and Rob Inc. d/b/a/ Mr. G Pizza & Ice Cream Transfer of Common Victualer Licenses

c. Janice Marks – Cape & Vineyard Electric Cooperative (CVEC) Board

d. Diane Carter – Council of Aging

e. Andrew Campbell – Shore & Harbor Committee

Auto Dealer – Class 1 Licenses

Voted: Peter Meier moved and seconded by James Potter to approve annual Class 1 Auto Dealer Licenses for calendar year 2020 as follows: Prestige Auto Group, LLC, d/b/a Atlantic Subaru; Frank Battles, Inc., d/b/a Battles Buick GMC; Battles Nissan, LLC; Atlantic Equipment, LLC, d/b/a Bobcat of Bourne; Cape Cod Harley-Davidson/GZ Riders, Inc; T.F. Murphy Enterprises, Inc., d/b/a Falmouth Toyota; Marty's Chevrolet, Inc; New England RV & Marine, Inc.; and South Shore Golf Carts, LLC. Vote 4-0-0.

Auto Dealer – Class 2 Licenses

Voted: Peter Meier moved and seconded by James Potter to approve the annual Class 2 Auto Dealer Licenses for calendar year 2020 as follows: Bay Motors; SVZ Auto Group, Inc., d/b/a Cape Cod Car Care; Cape Cod Restoration, Inc.; Cataumet Auto Sales Inc.; Coastal Motors and Equipment; Stephen C. Hurlburt, d/b/a Diamond Auto Sales; Diamond Motors; Falmouth Motorcar, Inc.; Kent Auto; Miracle Repair & Refinishing, Inc., d/b/a Miracle Auto Sales; Saade Pocasset Enterprises, Inc., d/b/a Pocasset Service Station; Southeast Truck Center; Towers Service Center, d/b/a Towers Used Cars; and Wenzel's Auto Rental, LLC. Vote: 4-0-0.

Auto Dealer – Class 3 Licenses

Voted: Peter Meier moved and seconded by James Potter to approve the annual Class 3 Auto Licenses for calendar year 2020 as follows: Knowlton's Garage, Inc. Vote: 4-0-0.

Junk Yard

Voted: James Potter moved and seconded by Peter Meier to approve the annual Junk Yard Licenses for calendar year 2020 as follows: Knowlton's Garage, Inc. Vote: 4-0-0.

Taxi

Voted: James Potter moved and seconded by Peter Meier to approve the annual Taxi Licenses for calendar year 2020 for Bourne Bridge 24HR Taxi, Inc. [2 vehicles].
Vote: 4-0-0.

Public Livery

Voted: Peter Meier moved and seconded by James Potter to approve the annual Public Livery Licenses for calendar year 2020 as follows: Francis Warren, d/b/a Any Occasion Limousine [3 vehicles]; Buzzards Bay Transportation, LLC. [2 vehicles]; RedCap Corps, LLC, d/b/a Green Shuttle of Cape Cod [1 vehicle]; Bourne Bridge 24HR Taxi, Inc. [4 vehicles]; Top Notch Limousine, Inc. [5 vehicles]. Vote: 4-0-0.

Year Round Common Victualer Licenses (Food)

Voted Peter Meier moved and seconded by James Potter to approve the annual Common Victualer (food) Licenses for calendar year 2020 as follows: Koepfer, Inc., d/b/a Avocados Mexican and American; Commonwealth of Massachusetts and Massachusetts Maritime Academy, d/b/a Beachmoor at MMA; Blended Berry, LLC, d/b/a Blended Berry; Chan's Kitchen, Inc.; Bayview Camp Ground, Inc., d/b/a Clammy's Pantry; Columbus Club of Cape Cod, d/b/a Knights of Columbus Counsel 2911; Wutzburger Creations, LLC, d/b/a The Corner Café; Megansett Circle, Inc., d/b/a The Daily Brew; Cape Cod Enterprises, LLC, d/b/a Dunkin Donuts (5 locations); Cape Management Team, LLC, d/b/a Dunkin Donuts; Chankait Suksanit, d/b/a Krua Thai; DeMoulas Supermarket's, Inc., d/b/a Market Basket; McBee Enterprises, LLC, d/b/a McDonalds; McDonald's; Tilinger, Inc., d/b/a Monument Beach Pizza; E.B.A Inc., d/b/a Prime Time House of Pizza; Galon L. Barlow, Jr., d/b/a Skiane's Ice Cream; Starbucks Coffee #14474; Vella Juice Bar; The Wheelhouse Café, Inc.; Gary Bourne, d/b/a Subway; New England Culinary Traditions Group, LLC, d/b/a The Talk of the Town Diner. Vote 4-0-0.

Year Round Common Victualer Licenses (Food) related to liquor licenses

Voted Peter Meier moved and seconded by James Potter to approve the annual Year Round Common Victualer License (food) related to liquor licenses for calendar year 2020 as follows: Aptuxet Post #5988, V.F.W Building Association, Inc., d/b/a Aptuxet Post #5988; Buzzards Bay Aerie #3741, Fraternal Order of Eagles, Inc., d/b/a Buzzards Bay Eagles; Club Italiano Guglielmo Marconi, d/b/a Marconi Club; Monument Beach Sportman's Club, Inc.; Pocasset Golf Club, Inc.; Weary Travelers Club, Inc.; Cranberry's LLC, d/b/a The Bog Pub; IL Sfocato Uno, Inc., d/b/a Bridge View Grill; Cape Sunset Enterprises, Inc. d/b/a The Brookside Club; Cochrane Ventures LLC d/b/a Buzzards Bay Tavern; Millerco Corporation, d/b/a Courtyard Restaurant; Leo's Seafood Restaurant, Inc.; Lobster Trap Fish Market, Inc., d/b/a The Lobster Trap Fish Market and Restaurant; Freedom City, Inc., d/b/a Lost Dog Canal Café; Mahoney's on Main LLC; Mezza Luna Restaurant, Inc; Batman Corp d/b/a The Parrot Bar & Grille; KKP,LLC, d/b/a The Sagamore Inn; Bopha Angkor's Stir Crazy LLC, d/b/a Stir Crazy Restaurant; Stomping Grounds, Inc., d/b/a Stomping Grounds Grille; Trading Post Lounge, Inc.; Wayho, Inc., d/b/a Wayho Restaurant; Whaleback Restaurant, Inc., d/b/a Whaleback Restaurant; Ryan Family Amusement, Inc., d/b/a Ryan Family Amusement; Bourne Hotel, Inc., d/b/a Hampton Inn Cape Cod Canal; RFS Market, Inc., d/b/a Grey Gables Market; PWB Enterprises, Inc., d/b/a Tuk Tuk Thai Food; BPHP Buzzards Bay House of

Pizza; Buzzards Bay Marina Corporation Eastwind Lobster & Grille; Chen Restaurant, d/b/a Golden Place Restaurant; Grazilla's Pizza; P&G Pizza, d/b/a Pizza By Evans.
Vote: 4-0-0.

Year Round Weekly Entertainment Licenses

Voted Peter Meier moved and seconded by James Potter to approve the annual Weekly Entertainment Licenses for calendar year 2020 as follows: Aptucket Post #5988, V.F.W Building Association, Inc., d/b/a Aptucket Post #5988; Commonwealth of Massachusetts and Massachusetts Maritime Academy, d/b/a Beachmoor at MMA; Buzzards Bay Aerie #3741, Fraternal Order of Eagles, Inc., d/b/a Buzzards Bay Eagles; Monument Beach Sportman's Club, Inc.; Pocasset Golf Club, Inc.; Weary Travelers Club, Inc.; Cranberry's LLC, d/b/a The Bog Pub; IL Sfocato Uno, Inc., d/b/a Bridge View Grill; Cape Sunset Enterprises, Inc., d/b/a The Brookside Club; Cochrane Ventures LLC, d/b/a Buzzards Bay Tavern; Millerco Corporation, d/b/a Courtyard Restaurant; Lobster Trap Fish Market, Inc., d/b/a The Lobster Trap Fish Market and Restaurant; Freedom City, Inc., d/b/a Lost Dog Canal Café; Batman Corp, d/b/a The Parrot Bar & Grille; KKP, LLC, d/b/a The Sagamore Inn; Stomping Grounds, Inc., d/b/a Stomping Ground Grille; Trading Post Lounge, Inc.; Whaleback Restaurant, Inc., d/b/a Whaleback Restaurant.
Vote 4-0-0.

Year Round Sunday Entertainment Licenses

Voted: James Potter moved and seconded by Peter Meier to approve the annual Year Round Sunday Entertainment Licenses for calendar year 2020 as follows: Aptucket Post #5988, V.F.W Building Association, Inc., d/b/a Aptucket Post #5988; Commonwealth of Massachusetts and Massachusetts Maritime Academy, d/b/a Beachmoor at MMA; Buzzards Bay Aerie #3741, Fraternal Order of Eagles, Inc., d/b/a Buzzards Bay Eagles; Monument Beach Sportman's Club, Inc.; Pocasset Golf Club, Inc.; Weary Travelers Club, Inc.; Cranberry's LLC, d/b/a The Bog Pub; IL Sfocato Uno, Inc., d/b/a Bridge View Grill; Cape Sunset Enterprises, Inc., d/b/a The Brookside Club; Cochrane Ventures LLC, d/b/a Buzzards Bay Tavern; Millerco Corporation, d/b/a Courtyard Restaurant; Lobster Trap Fish Market, Inc., d/b/a The Lobster Trap Fish Market and Restaurant; Freedom City, Inc., d/b/a Lost Dog Canal Café; Batman Corp, d/b/a The Parrot Bar & Grille; Ryan Family Amusement, Inc., d/b/a Ryan Family Amusement; Trading Post Lounge, Inc.
Vote: 4-0-0.

Year Round Coin Operated Amusement Device Licenses

Voted: Peter Meier moved and seconded by James Potter to approve the annual Year Round Coin Operated Amusement Device Licenses for calendar year 2020 as follows: Aptucket Post #5988, V.F.W Building Association, Inc., d/b/a Aptucket Post #5988; Weary Travelers Club, Inc.; Cochrane Ventures LLC, d/b/a Buzzards Bay Tavern; Freedom City, Inc., d/b/a Lost Dog Canal Café; Trading Post Lounge, Inc.; Ryan Family Amusement, Inc., d/b/a Ryan Family Amusement.
Vote: 4-0-0.

Year Round Common Victualer Licenses (Food)

Did not renew as of 12-13-19 – Pocasset Subway, LLC, d/b/a Subway 41630

7.b. Carrie and Rob Inc. d/b/a/ Mr. G Pizza & Ice Cream Transfer of Common Victualer Licenses

Carrie and Rob Inc.; d/b/a Mr. G Pizza & Ice Cream; 41A Meetinghouse Lane, Sagamore, MA; Common Victualer [food license]. Remarks: Planning Department – Existing restaurant use. No site changes proposed at this time. Site Plan Review is required for any exterior site changes per sec. 1233. Assessors - fol filed. Fire Department – Complete.

Rob Lawrence introduced himself and spoke briefly about his background.

Voted: Peter Meier moved and seconded by James Potter to approve the Common Victualer Food License; Hours of operations Sunday through Thursday 11:00 a.m. to 10:00 p.m. Friday and Saturday 11:00 a.m. to 11:00 p.m. as listed on the route slip.
Vote: 4-0-0

**7.c. Janice Marks – Cape & Vineyard Electric Cooperative (CVEC) Board
Currently one of the 4 members of the Bourne Selectmen's Energy Advisory Committee, has been invited to fill a vacant position, representing the Town of Bourne on the CVEC Board (Cape and Vineyard Electric Cooperative).**

Janice Marks introduced herself and spoke briefly about her background and what she wants to do for the community.

Voted: Peter Meier moved and seconded by James Potter to appoint Janice Marks to the Cape and Vineyard Electric Cooperative Advisory Committee, term to expire June 30, 2020. Vote: 4-0-0

7.d. Diane Carter – Council of Aging

Diane Carter introduced herself, spoke briefly about her background and about why she wants to be on the Council of Aging.

Voted: Peter Meier moved and seconded by James Potter to appoint Dianne Carter to the Bourne Council of Aging Board of Directors, term to expire June 30, 2022.
Vote: 4-0-0

7.e. Andrew Campbell – Shore & Harbor Committee

Andrew Campbell introduced himself, briefly spoke regarding why he wants to be on the Shore & Harbor Committee and about his background.

Voted: Peter Meier moved and seconded by James Potter to appoint Andrew G. Campbell to the Shore and Harbor Committee, term to expire June 30, 2022. Vote: 4-0-0

8) Correspondence

George Slade brought the Board and the public up to date on the correspondence

- A. Letter from Comcast regarding Important Information – Price Changes

9) Workshop – Website Working Group Update

- a. Design/Visual Aspect
- b. Consistency of Webpages
- c. Navigation/Ease of Use
- d. Selectmen Page
- e. Website Feedback Form

Emily Davis, working with the IT Department on Website matters briefly went over the progress that she has done on the website.

Updated 12/11/19

Design/ Visual aspect

Task	Notes	Timeline
Update Images on the Home page	Reflect the villages of Bourne	
Back ground image- more color, go well with purple	Aerial Image?	
Change home page set up- Similar to Mashpee or Concord	Do we change the homepage design?	

Notes: Find out where images at the Intermediate school came from

12/5/19 working w/ Nelson Brace at PhotogsRUs

12/10/19 Agreement w/ PhotogsRUs

1. To be divided up as per the eight town villages. (The Base, Pave Paws and Mass. Maritime to be listed under 'Other'.)
2. Hi-Resolution still photos including aerial shots to be submitted. Landscape, buildings and other points of interest to be included. At this time; no people, Town Personnel or videos to be submitted. Creative renditions are allowed. No personal photographers' signature will appear on any photo.
3. Title or description is requested with each photo whenever possible.
4. Upbeat, cheerful, bright and inviting photos are suggested.
5. All photos are donated to the Town and free of any copyright privileges. We, PhotogsRUs, retain the rights to post on social media and/or sell them for our personal benefit.
6. Somewhere on the website reference to the PhotogsRUs Team and whenever possible, refer our group to any other entities that may need our type of services.

Updated 12/11/19

Consistency Database w/ Department page responsibilities	Update current file Assign 2-3 people per a department	
Database w/ Board/ Committee page responsibilities	Update Current file	
Is there a way to Integrate external websites into the town site?	Library, Police, Fire, Archives, Rec	Maybe Archives?
Template of Expectations for Department pages	<ul style="list-style-type: none"> Description/ role Mission Statements Staff How to join Board/ committee members Meeting dates Contact- Phone, email, location 	Use Selectmen page as an example
Staff Training	<ul style="list-style-type: none"> Instructional Training sheets Best Practices Schedule CivicPlus for training Work w/ departments on using the website features 	11/27- Phil ISWM Moved info from main write up to News
Staff Profiles	Include Picture, emails, phone, description	12/5/19 Emailed Tony & Glenn template
Town News	Create a contact for people to submit news/ events	Uploaded Tree lighting on 12/5, Financial Review FY2019, Tax Rate Classification, Recycling Stickers, TA 90 day goals, TA budget timeline
Contact Us	Link to Department list page instead of a form?	

Updated 12/11/19

Navigation/ Ease of Use

Quick Links	Decide on links that should be listed	
Use Tags for pages & files	ongoing	
Town Info	Remove Storm Assistance	Completed 12/5/19
Archives	Remove from town info? (listed under departments)	

Selectmen Page

Include Video Link of Meeting feed		
Picture of the Board	Tuesday, Dec 17 Meeting?	
Profile Pages	Include image and template	12/5/19 emailed board template & examples
Include How to Guide for Permits	Guide needs updating	
Update Meeting Schedule		12/11/19- updated to "Typically meets most Tuesdays- Refer to Calendar for upcoming meeting dates"
Goals as a link and not listed		Completed 11/26/19
Staff contacts	Who should be listed?	
Sewer Commission Page	Write up needed	
Create Request Appointment	Talent form requires update	Tony?
Request Agenda Item	Add contact/ link	

Website Feedback Form

Create Form on homepage	Separate email address?	
Create automatic response		
Create database for tracking feedback	Share/ schedule meetings as needed	

Note:

Additions- ideas/ suggestions on information or pages to add to the website

Visitors Page	Include beaches, parks, museums (Mashpee has this page)	

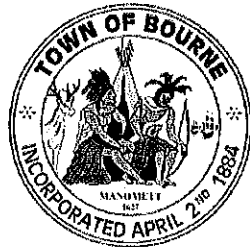
Updated 12/11/19

Feedback on Website

Update seal on the top right w/ more color	12/3- submitted by Phil Goddard	

10) Workshop – Strategic Planning Discussion

Tony Schiavi went over the Strategic Planning:

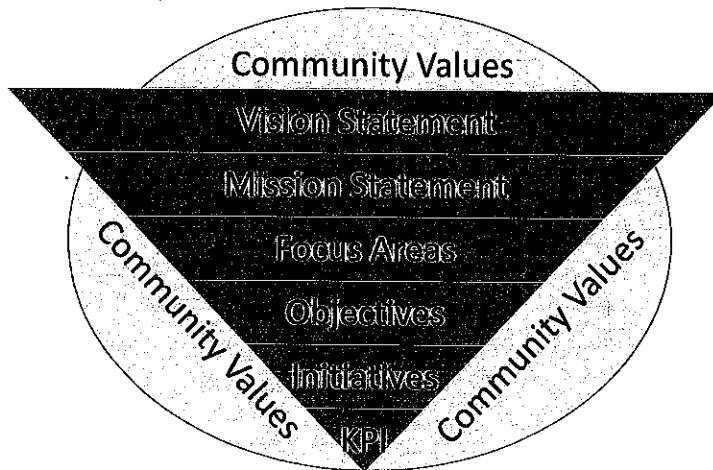


Strategic Planning Workshop

What is Strategic Planning?

- Essentially developing a roadmap to go from Point A to Point B
- An organizational process which will define our direction to a future state
 - Make informed decisions regarding allocating resources to pursue that future state

Visually what does this look like?



Need to determine community values

- Community Values – Our guiding principles; directs how decisions are made:
 - Customer focused
 - Integrity
 - Innovative
 - Accountable
 - Stewardship
 - Excellence
 - Sustainable
 - Inclusive
- Not Customer focused – change to Stakeholder

Does our current Vision statement reflect our desired end state?

- Vision – Describes a desired future state of the community
- Bourne is a 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, embraces excellent education, and the amenities that it affords and offers to citizens a healthy, active lifestyle.

Does our current Mission statement reflect our desired role of government?

- Mission – Describes the role of government in achieving the vision
- 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.

What do we think of these focus areas?

- Strong and diverse local economy
- Flexible, adaptable and responsive government services
- Healthy, Safe and Active community
- Community and neighborhood livability
- Cultural diversity

OBJECTIVE AND INITIATIVE DEVELOPMENT

What might Strategic Objectives/Goals sound like?

- The town of Bourne will operate as a best practice & customer focused and engaging government
- The town of Bourne will support sound and transparent fiscal management practices and policies
- Through thoughtful planning and execution, provide services that enhance and ensure the health, safety and welfare of our citizens, visitors and businesses
- The town will support and maintain thriving neighborhoods and spaces consistent with the town's Local Comprehensive Plan
- Initiate and support economic development efforts that leverage the town's unique characteristics to create, attract, and retain jobs and businesses that ensure a diverse local economy
- The town will provide support for high quality education opportunities that support and enhance the well-being of our students and our community
- The town will embrace, foster and pursue sustainable development practices and initiatives while ensuring environmental stewardship in our unique setting
- Develop and maintain our physical infrastructure in a way that actively supports the town's priorities and maximizes the useful life of both vertical and horizontal infrastructure

Example: What might Economic Development Initiatives look like?

- Develop staff capacity to support Economic Development
- Develop an online business site finder tool
- Increase participation in local business groups
- Schedule and conduct a local business leader roundtable
- Explore pre-permitting and marketing of key sites
- Launch an annual business needs survey
- Establish a defined process to track business development leads
- Establish a town sponsored business improvement grant program

Let's look at these another way

Strong and Diverse Local Economy

- **Objective:** Establish Bourne as “business friendly” making it easy to locate and prosper in Bourne
 - **Initiatives:**
 - Develop and promote Bourne's value proposition for current and prospective businesses
 - Identify infrastructure improvements needed to make priority areas/parcels shovel ready
 - Review EDSAT results from Community Compact Cabinet initiative and identify solutions to barriers to overcome and specific plans to capitalize on strengths
 - Establish relationship with state and other agencies that can assist – Mass Development, MOBD, Chamber – bring them to town to hear our story, provide feedback etc.
 - Actively search out businesses focused on innovation, technology, and tourism
 - Explore, identify and define key development/re-development sites for marketing and pre-permitting
 - Establish and launch an annual business needs survey to ensure support for current businesses
 - Explore establishing a public / private partnership to support a business improvement grant program
 - Explore and identify additional zoning reform that would support long term economic development goals

Strong and Diverse Local Economy

- **Objective:** Promote Bourne as a destination
 - **Initiatives**
 - Study hotel/motel stock to determine needs, potential growth and possible redevelopment
 - Utilize technology, local and regional partnerships and newly established Citizen Engagement Committee to draw attention and increase local and tourism traffic in Bourne
 - Study potential for a regional indoor sports center
 - Work with state and local officials/agencies to keep and expand rail in Bourne
 - Implement and leverage Bourne's open space, recreation and other unique amenities to attract visitors
 - Ensure Bourne's connection in the Cape Cod Rail Trail supporting engineering, design and construction
 - Develop and implement a marketing and advertising strategy that effectively brands Bourne as a destination
 - Explore and examine implementing a “way-finding” strategy

Strong and Diverse Local Economy

- **Objective:** Be a proactive voice in the design and development of changes to the bridge approaches and construction of new bridges
 - **Initiatives:**
 - Request the establishment of a specific Bourne conduit to provide input to and receive information from both the state and federal entities with project responsibilities
 - Advocate for an interchange plan that enhances the appeal, convenience and ease of access to Bourne's commercial downtown district and commercial/residential development around both bridges

Strong and Diverse Local Economy

- **Objective:** Expand quantity and quality of public transportation options for residents and visitors to Bourne
 - **Initiatives:**
 - Continue work with CCRTA on an Intra-town bus or trolley system for residents and visitors to access Bourne business, job opportunities, arts, culture and recreational amenities
 - Confirm and advocate for Bourne's investment in the MBTA to offer rail service for commuters and visitors
 - Utilize all available resources, stakeholder and legislative support to influence the outcome of MBTA rail expansion in Bourne's best interest
 - Seek opportunities with Transit Oriented Development around transportation networks
- With the State renumbering the exits; right now there is no sign for Bourne, this is a good opportunity to get signs for Bourne. With direction from the Board have staff contact Mass Highway.

11) Workshop - FY21 Budget Goals related to long term financial stability and transparency

Tony Schiavi spoke briefly about the FY21 Budget;

- Personnel takes up the majority of the budget.
- It is going to be difficult try to address a structural deficit, in terms of the amount of free cash we are having to use each year to balance the budget.
- We need to look at our Bond rating.
- We are going to work to try to get the GFOA budget presentation certification award.
- We have to get more efficient.
- Identifying the goals for each department so they see how it is contributing to our overall budget and town.

Peter Meier suggested to put an amount of money in the consultant fee for the Town Planner line so the Planning Board and the Town Planner can start the process of getting a

consultant to redoing the Zoning Bylaw. Mr. Meier also spoke about passing a Bylaw to be able to use town money, through authorization at Town Meeting, to do small repairs on unaccepted roads.

Maybe some private roads become public roads when we do sewerage

12) Town Administrator will request that January 14, 2020 will be a Joint Meeting between the Finance Committee and the Board of Selectmen to discuss and review the FY21 Town Budget

James Potter said he would like the ability for the Board of Selectmen to be able to look at the budget and have a discussion before bringing in the Finance Committee for their suggestions/opinions.

Have to hand over the budget to the Finance committee by Feb 1st.

January 21st could be a workshop for budget discussion.

Let Mary Jane Mastrangelo know that January 14, 2020 will be a joint meeting between the Board of Selectmen and the Finance Committee.

13) Adjourn

Voted Peter Meier moved and seconded by George Slade to adjourn. Vote 4-0-0.

Respectfully submitted – Carole Ellis, secretary.

**Board of Selectmen
Minutes of Tuesday, December 17, 2019
Bourne Veterans' Memorial Community Center
Buzzards Bay, MA**

TA Tony Schiavi
ATA Glenn Cannon

Selectmen

Judy Froman, Chair
James Potter, Vice Chair
George Slade, Clerk
Jared MacDonald - Excused
Peter Meier

2020 JAN -9 AM 11:49
TOWN CLERK BOURNE

RECEIVED

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.

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

Documents

6:00 p.m. Call Public Session to order in Open Session

Executive Session:

Motion to enter into Executive Session to review and take action on the following Executive Session Minutes:

- October 8, 2019 - Acting Town Administrator contract negotiations
- October 16, 2019 - Town Administrator contract negotiations
- October 29, 2019 - Town Administrator contract negotiations
- November 4, 2019 - Town Administrator contract negotiations
- November 5, 2019 - Town Administrator negotiation, Real Property discussions relative to 4 Henry Drive, Henry Drive Extension, 90 Main Street, Bassett's Island, 34 Diandy Road and Bucky Barlow Boatyard

Motion to enter into Executive Session to conduct strategy in regards to negotiations with respect to a license or easement on:

- Map 35.0 Parcel 143 - 4 Henry Drive Extension;
- Map 35.0 Parcel 144 - Henry Drive;
- Map 35.0 Parcel 145 - 3 Henry Drive;
- Map 23.0 Parcel 4 - 90 Main Street;
- Map 42.0 Parcel 89 - 11 Bassett's Island.

The Chair has declared that an open meeting may have a detrimental effect on the negotiating position of the public body with respect to the license and/or easements.

Motion to enter into Executive Session to conduct contract negotiations for Non-Union personnel: Town Counsel, Robert S. Troy. The Chair has declared that an open meeting may have a detrimental effect on the negotiating position of the public body.

Roll call vote to convene in Executive Session for the purposes stated. The Board of Selectmen will reconvene in opens session at the conclusion the Executive Session.

Roll call vote to adjourn the Executive Session

Reconvene in public session

Chair call public session to order in open session

Meeting Called to Order

Madam Chair Froman called the meeting to order.

The Chair reported on the votes taken in Executive Session. Voted to accepted and disclose the Executive session minutes for October 8th, October 16th, October 29th, and November 4th, and sent to the RAO. Voted to accept the minutes from November 5th and not disclose. Voted to work with the property owner for Map 35.0 Parcels 143, 144, & 145 - Henry Drive to eliminate the easement concern. Voted the draft of a license with an amendment on 1.5 for Map 23.0 Parcel 4 – 90 Main Street.

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

Vision: Bourne is a 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, embraces excellent education, and the amenities that it affords and offers to citizens a healthy, active lifestyle.

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 responsibility 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.

Public Comment – Non-Agenda Items

None requested.

6) Approval of Minutes: May 28, 2019

Voted Peter Meier moved and seconded by James Potter to approve minutes of May 28, 2019. Vote 4-0-0.

7) Licenses and Appointments:

a. Annual Common Victualer, Weekday and Sunday Entertainment, Coin Operated Amusement Devices, Taxi and Livery, Auto Dealers Class I, II, III and Junk Yard Licenses

b. Carrie and Rob Inc. d/b/a/ Mr. G Pizza & Ice Cream Transfer of Common Victualer Licenses

c. Janice Marks – Cape & Vineyard Electric Cooperative (CVEC) Board

d. Diane Carter – Council of Aging

e. Andrew Campbell – Shore & Harbor Committee

Auto Dealer – Class 1 Licenses

Voted: Peter Meier moved and seconded by James Potter to approve annual Class 1 Auto Dealer Licenses for calendar year 2020 as follows: Prestige Auto Group, LLC, d/b/a Atlantic Subaru; Frank Battles, Inc., d/b/a Battles Buick GMC; Battles Nissan, LLC; Atlantic Equipment, LLC, d/b/a Bobcat of Bourne; Cape Cod Harley-Davidson/GZ Riders, Inc; T.F. Murphy Enterprises, Inc., d/b/a Falmouth Toyota; Marty's Chevrolet, Inc; New England RV & Marine, Inc.; and South Shore Golf Carts, LLC. Vote 4-0-0.

Auto Dealer – Class 2 Licenses

Voted: Peter Meier moved and seconded by James Potter to approve the annual Class 2 Auto Dealer Licenses for calendar year 2020 as follows: Bay Motors; SVZ Auto Group, Inc., d/b/a Cape Cod Car Care; Cape Cod Restoration, Inc.; Cataumet Auto Sales Inc.; Coastal Motors and Equipment; Stephen C. Hurlburt, d/b/a Diamond Auto Sales; Diamond Motors; Falmouth Motorcar, Inc.; Kent Auto; Miracle Repair & Refinishing, Inc., d/b/a Miracle Auto Sales; Saade Pocasset Enterprises, Inc., d/b/a Pocasset Service Station; Southeast Truck Center; Towers Service Center, d/b/a Towers Used Cars; and Wenzel's Auto Rental, LLC. Vote: 4-0-0.

Auto Dealer – Class 3 Licenses

Voted: Peter Meier moved and seconded by James Potter to approve the annual Class 3 Auto Licenses for calendar year 2020 as follows: Knowlton's Garage, Inc. Vote: 4-0-0.

Junk Yard

Voted: James Potter moved and seconded by Peter Meier to approve the annual Junk Yard Licenses for calendar year 2020 as follows: Knowlton's Garage, Inc. Vote: 4-0-0.

Taxi

Voted: James Potter moved and seconded by Peter Meier to approve the annual Taxi Licenses for calendar year 2020 for Bourne Bridge 24HR Taxi, Inc. [2 vehicles].
Vote: 4-0-0.

Public Livery

Voted: Peter Meier moved and seconded by James Potter to approve the annual Public Livery Licenses for calendar year 2020 as follows: Francis Warren, d/b/a Any Occasion Limousine [3 vehicles]; Buzzards Bay Transportation, LLC. [2 vehicles]; RedCap Corps, LLC, d/b/a Green Shuttle of Cape Cod [1 vehicle]; Bourne Bridge 24HR Taxi, Inc. [4 vehicles]; Top Notch Limousine, Inc. [5 vehicles]. Vote: 4-0-0.

Year Round Common Victualer Licenses (Food)

Voted Peter Meier moved and seconded by James Potter to approve the annual Common Victualer (food) Licenses for calendar year 2020 as follows: Koepfer, Inc., d/b/a Avocados Mexican and American; Commonwealth of Massachusetts and Massachusetts Maritime Academy, d/b/a Beachmoor at MMA; Blended Berry, LLC, d/b/a Blended Berry; Chan's Kitchen, Inc.; Bayview Camp Ground, Inc., d/b/a Clammy's Pantry; Columbus Club of Cape Cod, d/b/a Knights of Columbus Counsel 2911; Wutzburger Creations, LLC, d/b/a The Corner Café; Megansett Circle, Inc., d/b/a The Daily Brew; Cape Cod Enterprises, LLC, d/b/a Dunkin Donuts (5 locations); Cape Management Team, LLC, d/b/a Dunkin Donuts; Chankait Suksanit, d/b/a Krua Thai; DeMoulas Supermarket's, Inc., d/b/a Market Basket; McBee Enterprises, LLC, d/b/a McDonalds; McDonald's; Tilinger, Inc., d/b/a Monument Beach Pizza; E.B.A Inc., d/b/a Prime Time House of Pizza; Galon L. Barlow, Jr., d/b/a Skiane's Ice Cream; Starbucks Coffee #14474; Vella Juice Bar; The Wheelhouse Café, Inc.; Gary Bourne, d/b/a Subway; New England Culinary Traditions Group, LLC, d/b/a The Talk of the Town Diner. Vote 4-0-0.

Year Round Common Victualer Licenses (Food) related to liquor licenses

Voted Peter Meier moved and seconded by James Potter to approve the annual Year Round Common Victualer License (food) related to liquor licenses for calendar year 2020 as follows: Aptucxet Post #5988, V.F.W Building Association, Inc., d/b/a Aptucxet Post #5988; Buzzards Bay Aerie #3741, Fraternal Order of Eagles, Inc., d/b/a Buzzards Bay Eagles; Club Italiano Guglielmo Marconi, d/b/a Marconi Club; Monument Beach Sportman's Club, Inc.; Pocasset Golf Club, Inc.; Weary Travelers Club, Inc.; Cranberry's LLC, d/b/a The Bog Pub; IL Sfocato Uno, Inc., d/b/a Bridge View Grill; Cape Sunset Enterprises, Inc. d/b/a The Brookside Club; Cochrane Ventures LLC d/b/a Buzzards Bay Tavern; Millerco Corporation, d/b/a Courtyard Restaurant; Leo's Seafood Restaurant, Inc.; Lobster Trap Fish Market, Inc., d/b/a The Lobster Trap Fish Market and Restaurant; Freedom City, Inc., d/b/a Lost Dog Canal Café; Mahoney's on Main LLC; Mezza Luna Restaurant, Inc; Batman Corp d/b/a The Parrot Bar & Grille; KKP, LLC, d/b/a The Sagamore Inn; Bopha Angkor's Stir Crazy LLC, d/b/a Stir Crazy Restaurant; Stomping Grounds, Inc., d/b/a Stomping Grounds Grille; Trading Post Lounge, Inc.; Wayho, Inc., d/b/a Wayho Restaurant; Whaleback Restaurant, Inc., d/b/a Whaleback Restaurant; Ryan Family Amusement, Inc., d/b/a Ryan Family Amusement; Bourne Hotel, Inc., d/b/a Hampton Inn Cape Cod Canal; RFS Market, Inc., d/b/a Grey Gables Market; PWB Enterprises, Inc., d/b/a Tuk Tuk Thai Food; BPHP Buzzards Bay House of

Pizza; Buzzards Bay Marina Corporation Eastwind Lobster & Grille; Chen Restaurant, d/b/a Golden Place Restaurant; Grazilla's Pizza; P&G Pizza, d/b/a Pizza By Evans.
Vote: 4-0-0.

Year Round Weekly Entertainment Licenses

Voted Peter Meier moved and seconded by James Potter to approve the annual Weekly Entertainment Licenses for calendar year 2020 as follows: Aptucxet Post #5988, V.F.W Building Association, Inc., d/b/a Aptucxet Post #5988; Commonwealth of Massachusetts and Massachusetts Maritime Academy, d/b/a Beachmoor at MMA; Buzzards Bay Aerie #3741, Fraternal Order of Eagles, Inc., d/b/a Buzzards Bay Eagles; Monument Beach Sportman's Club, Inc.; Pocasset Golf Club, Inc.; Weary Travelers Club, Inc.; Cranberry's LLC, d/b/a The Bog Pub; IL Sfocato Uno, Inc., d/b/a Bridge View Grill; Cape Sunset Enterprises, Inc., d/b/a The Brookside Club; Cochrane Ventures LLC, d/b/a Buzzards Bay Tavern; Millerco Corporation, d/b/a Courtyard Restaurant; Lobster Trap Fish Market, Inc., d/b/a The Lobster Trap Fish Market and Restaurant; Freedom City, Inc., d/b/a Lost Dog Canal Café; Batman Corp, d/b/a The Parrot Bar & Grille; KKP, LLC, d/b/a The Sagamore Inn; Stomping Grounds, Inc., d/b/a Stomping Ground Grille; Trading Post Lounge, Inc.; Whaleback Restaurant, Inc., d/b/a Whaleback Restaurant.
Vote 4-0-0.

Year Round Sunday Entertainment Licenses

Voted: James Potter moved and seconded by Peter Meier to approve the annual Year Round Sunday Entertainment Licenses for calendar year 2020 as follows: Aptucxet Post #5988, V.F.W Building Association, Inc., d/b/a Aptucxet Post #5988; Commonwealth of Massachusetts and Massachusetts Maritime Academy, d/b/a Beachmoor at MMA; Buzzards Bay Aerie #3741, Fraternal Order of Eagles, Inc., d/b/a Buzzards Bay Eagles; Monument Beach Sportman's Club, Inc.; Pocasset Golf Club, Inc.; Weary Travelers Club, Inc.; Cranberry's LLC, d/b/a The Bog Pub; IL Sfocato Uno, Inc., d/b/a Bridge View Grill; Cape Sunset Enterprises, Inc., d/b/a The Brookside Club; Cochrane Ventures LLC, d/b/a Buzzards Bay Tavern; Millerco Corporation, d/b/a Courtyard Restaurant; Lobster Trap Fish Market, Inc., d/b/a The Lobster Trap Fish Market and Restaurant; Freedom City, Inc., d/b/a Lost Dog Canal Café; Batman Corp, d/b/a The Parrot Bar & Grille; Ryan Family Amusement, Inc., d/b/a Ryan Family Amusement; Trading Post Lounge, Inc.
Vote: 4-0-0.

Year Round Coin Operated Amusement Device Licenses

Voted: Peter Meier moved and seconded by James Potter to approve the annual Year Round Coin Operated Amusement Device Licenses for calendar year 2020 as follows: Aptucxet Post #5988, V.F.W Building Association, Inc., d/b/a Aptucxet Post #5988; Weary Travelers Club, Inc.; Cochrane Ventures LLC, d/b/a Buzzards Bay Tavern; Freedom City, Inc., d/b/a Lost Dog Canal Café; Trading Post Lounge, Inc.; Ryan Family Amusement, Inc., d/b/a Ryan Family Amusement.
Vote: 4-0-0.

Year Round Common Victualer Licenses (Food)

Did not renew as of 12-13-19 – Pocasset Subway, LLC, d/b/a Subway 41630

7.b. Carrie and Rob Inc. d/b/a/ Mr. G Pizza & Ice Cream Transfer of Common Victualer Licenses

Carrie and Rob Inc.; d/b/a Mr. G Pizza & Ice Cream; 41A Meetinghouse Lane, Sagamore, MA; Common Victualer [food license]. Remarks: Planning Department – Existing restaurant use. No site changes proposed at this time. Site Plan Review is required for any exterior site changes per sec. 1233. Assessors - fol filed. Fire Department – Complete.

Rob Lawrence introduced himself and spoke briefly about his background.

Voted: Peter Meier moved and seconded by James Potter to approve the Common Victualer Food License; Hours of operations Sunday through Thursday 11:00 a.m. to 10:00 p.m. Friday and Saturday 11:00 a.m. to 11:00 p.m. as listed on the route slip.
Vote: 4-0-0

7.c. Janice Marks – Cape & Vineyard Electric Cooperative (CVEC) Board Currently one of the 4 members of the Bourne Selectmen's Energy Advisory Committee, has been invited to fill a vacant position, representing the Town of Bourne on the CVEC Board (Cape and Vineyard Electric Cooperative).

Janice Marks introduced herself and spoke briefly about her background and what she wants to do for the community.

Voted: Peter Meier moved and seconded by James Potter to appoint Janice Marks to the Cape and Vineyard Electric Cooperative Advisory Committee, term to expire June 30, 2020. Vote: 4-0-0

7.d. Diane Carter – Council of Aging

Diane Carter introduced herself, spoke briefly about her background and about why she wants to be on the Council of Aging.

Voted: Peter Meier moved and seconded by James Potter to appoint Dianne Carter to the Bourne Council of Aging Board of Directors, term to expire June 30, 2022.
Vote: 4-0-0

7.e. Andrew Campbell – Shore & Harbor Committee

Andrew Campbell introduced himself, briefly spoke regarding why he wants to be on the Shore & Harbor Committee and about his background.

Voted: Peter Meier moved and seconded by James Potter to appoint Andrew G. Campbell to the Shore and Harbor Committee, term to expire June 30, 2022. Vote: 4-0-0

8) Correspondence

George Slade brought the Board and the public up to date on the correspondence

- A. Letter from Comcast regarding Important Information – Price Changes

9) Workshop – Website Working Group Update

- a. Design/Visual Aspect
- b. Consistency of Webpages
- c. Navigation/Ease of Use
- d. Selectmen Page
- e. Website Feedback Form

Emily Davis, working with the IT Department on Website matters briefly went over the progress that she has done on the website.

Updated 12/11/19

Design/ Visual aspect

Task	Notes	Timeline
Update Images on the Home page	Reflect the villages of Bourne	
Back ground image- more color, go well with purple	Aerial image?	
Change home page set up- Similar to Mashpee or Concord	Do we change the homepage design?	

Notes: Find out where images at the Intermediate school came from

12/5/19 working w/ Nelson Brace at PhotogsRUUs
 12/10/19 Agreement w/ PhotogsRUUs

1. To be divided up as per the eight town villages. (The Base, Pave Paws and Mass. Maritime to be listed under 'Other')
2. Hi-Resolution still photos including aerial shots to be submitted. Landscape, buildings and other points of interest to be included. At this time; no people, Town Personnel or videos to be submitted. Creative renditions are allowed. No personal photographers' signature will appear on any photo.
3. Title or description is requested with each photo whenever possible.
4. Upbeat, cheerful, bright and inviting photos are suggested.
5. All photos are donated to the Town and free of any copyright privileges. We, PhotogsRUUs, retain the rights to post on social media and/or sell them for our personal benefit.
6. Somewhere on the website reference to the PhotogsRUUs Team and whenever possible, refer our group to any other entities that may need our type of services.

Consistency

Database w/ Department page responsibilities	Update current file Assign 2-3 people per a department	
Database w/ Board/ Committee page responsibilities	Update Current file	
Is there a way to Integrate external websites into the town site?	Library, Police, Fire, Archives, Rec	Maybe Archives?
Template of Expectations for Department pages	<ul style="list-style-type: none"> Description/ role Mission Statements Staff How to Join Board/ committee members Meeting dates Contact- Phone, email, location 	Use Selectmen page as an example
Staff Training	<ul style="list-style-type: none"> Instructional Training sheets Best Practices Schedule CivicPlus for training Work w/ departments on using the website features 	11/27- Phil ISWM moved info from main write up to News
Staff Profiles	Include Picture, emails, phone, description	12/5/19 Emailed Tony & Glenn template
Town News	Create a contact for people to submit news/ events	Uploaded Tree lighting on 12/5, Financial Review FY2019, Tax Rate Classification, Recycling Stickers, TA 90 day goals, TA budget timeline
Contact Us	Link to Department list page instead of a form?	

Navigation/ Ease of Use

Quick Links	Decide on links that should be listed	
Use Tags for pages & files	ongoing	
Town Info	Remove Storm Assistance	Completed 12/5/19
Archives	Remove from town info? (listed under departments)	

Selectmen Page

Include Video Link of Meeting feed		
Picture of the Board	Tuesday, Dec 17 Meeting?	
Profile Pages	Include image and template	12/5/19 emailed board template & examples
Include How to Guide for Permits	Guide needs updating	
Update Meeting Schedule		12/11/19- updated to "Typically meets most Tuesdays- Refer to Calendar for upcoming meeting dates"
Goals as a link and not listed		Completed 11/26/19
Staff contacts	Who should be listed?	
Sewer Commission Page	Write up needed	
Create Request Appointment	Talent form requires update	Tony?
Request Agenda Item	Add contact/ link	

Website Feedback Form

Create Form on homepage	Separate email address?	
Create automatic response		
Create database for tracking feedback	Share/ schedule meetings as needed	

Note:

Additions- Ideas/ suggestions on information or pages to add to the website

Visitors Page	Include beaches, parks, museums (Mashpee has this page)	

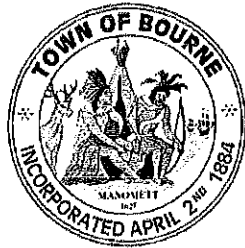
Updated 12/11/19

Feedback on Website

Update seal on the top right w/ more color	12/3- submitted by Phil Goddard	

10) Workshop – Strategic Planning Discussion

Tony Schiavi went over the Strategic Planning:

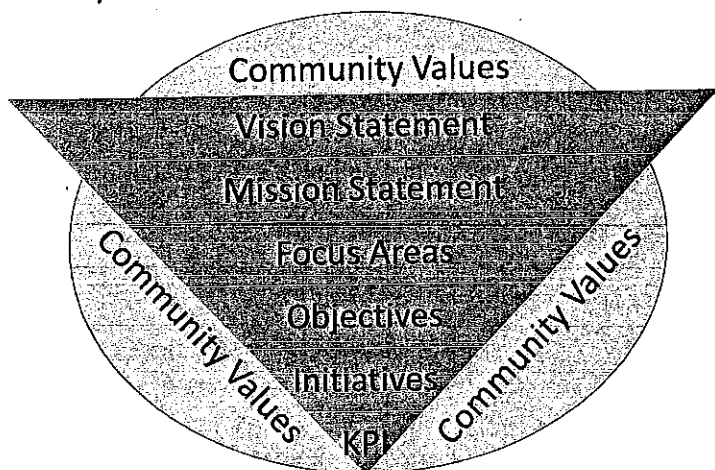


**Strategic Planning
Workshop**

What is Strategic Planning?

- Essentially developing a roadmap to go from Point A to Point B
- An organizational process which will define our direction to a future state
 - Make informed decisions regarding allocating resources to pursue that future state

Visually what does this look like?



Need to determine community values

- Community Values – Our guiding principles; directs how decisions are made:
 - Customer focused
 - Integrity
 - Innovative
 - Accountable
 - Stewardship
 - Excellence
 - Sustainable
 - Inclusive
- Not Customer focused – change to Stakeholder

OBJECTIVE AND INITIATIVE DEVELOPMENT

What might Strategic Objectives/Goals sound like?

- The town of Bourne will operate as a best practice & customer focused and engaging government
- The town of Bourne will support sound and transparent fiscal management practices and policies
- Through thoughtful planning and execution, provide services that enhance and ensure the health, safety and welfare of our citizens, visitors and businesses
- The town will support and maintain thriving neighborhoods and spaces consistent with the town's Local Comprehensive Plan
- Initiate and support economic development efforts that leverage the town's unique characteristics to create, attract, and retain jobs and businesses that ensure a diverse local economy
- The town will provide support for high quality education opportunities that support and enhance the well-being of our students and our community
- The town will embrace, foster and pursue sustainable development practices and initiatives while ensuring environmental stewardship in our unique setting
- Develop and maintain our physical infrastructure in a way that actively supports the town's priorities and maximizes the useful life of both vertical and horizontal infrastructure

Example: What might Economic Development Initiatives look like?

- Develop staff capacity to support Economic Development
- Develop an online business site finder tool
- Increase participation in local business groups
- Schedule and conduct a local business leader roundtable
- Explore pre-permitting and marketing of key sites
- Launch an annual business needs survey
- Establish a defined process to track business development leads
- Establish a town sponsored business improvement grant program

Let's look at these another way

Strong and Diverse Local Economy

- Objective: Establish Bourne as "business friendly" making it easy to locate and prosper in Bourne
 - Initiatives:
 - Develop and promote Bourne's value proposition for current and prospective businesses
 - Identify infrastructure improvements needed to make priority areas/parcels shovel ready
 - Review EDSAT results from Community Compact Cabinet Initiative and identify solutions to barriers to overcome and specific plans to capitalize on strengths
 - Establish relationship with state and other agencies that can assist – Mass Development, MOBD, Chamber – bring them to town to hear our story, provide feedback etc.
 - Actively search out businesses focused on innovation, technology, and tourism
 - Explore, identify and define key development/re-development sites for marketing and pre-permitting
 - Establish and launch an annual business needs survey to ensure support for current businesses
 - Explore establishing a public / private partnership to support a business improvement grant program
 - Explore and identify additional zoning reform that would support long term economic development goals

Strong and Diverse Local Economy

- Objective: Promote Bourne as a destination
 - Initiatives
 - Study hotel/motel stock to determine needs, potential growth and possible redevelopment
 - Utilize technology, local and regional partnerships and newly established Citizen Engagement Committee to draw attention and increase local and tourism traffic in Bourne
 - Study potential for a regional indoor sports center
 - Work with state and local officials/agencies to keep and expand rail in Bourne
 - Implement and leverage Bourne's open space, recreation and other unique amenities to attract visitors
 - Ensure Bourne's connection in the Cape Cod Rail Trail supporting engineering, design and construction
 - Develop and implement a marketing and advertising strategy that effectively brands Bourne as a destination
 - Explore and examine implementing a "way-finding" strategy

Strong and Diverse Local Economy

- Objective: Be a proactive voice in the design and development of changes to the bridge approaches and construction of new bridges
 - Initiatives:
 - Request the establishment of a specific Bourne conduit to provide input to and receive information from both the state and federal entities with project responsibilities
 - Advocate for an interchange plan that enhances the appeal, convenience and ease of access to Bourne's commercial downtown district and commercial/residential development around both bridges

Strong and Diverse Local Economy

- Objective: Expand quantity and quality of public transportation options for residents and visitors to Bourne
 - Initiatives:
 - Continue work with CCRTA on an Intra-town bus or trolley system for residents and visitors to access Bourne business, job opportunities, arts, culture and recreational amenities
 - Confirm and advocate for Bourne's investment in the MBTA to offer rail service for commuters and visitors
 - Utilize all available resources, stakeholder and legislative support to influence the outcome of MBTA rail expansion in Bourne's best interest
 - Seek opportunities with Transit Oriented Development around transportation networks
- With the State renumbering the exits; right now there is no sign for Bourne, this is a good opportunity to get signs for Bourne. With direction from the Board have staff contact Mass Highway.

11) Workshop – FY21 Budget Goals related to long term financial stability and transparency

Tony Schiavi spoke briefly about the FY21 Budget;

- Personnel takes up the majority of the budget.
- It is going to be difficult try to address a structural deficit, in terms of the amount of free cash we are having to use each year to balance the budget.
- We need to look at our Bond rating.
- We are going to work to try to get the GFOA budget presentation certification award.
- We have to get more efficient.
- Identifying the goals for each department so they see how it is contributing to our overall budget and town.

Peter Meier suggested to put an amount of money in the consultant fee for the Town Planner line so the Planning Board and the Town Planner can start the process of getting a

consultant to redoing the Zoning Bylaw. Mr. Meier also spoke about passing a Bylaw to be able to use town money, through authorization at Town Meeting, to do small repairs on unaccepted roads.

Maybe some private roads become public roads when we do sewerage

12) Town Administrator will request that January 14, 2020 will be a Joint Meeting between the Finance Committee and the Board of Selectmen to discuss and review the FY21 Town Budget

James Potter said he would like the ability for the Board of Selectmen to be able to look at the budget and have a discussion before bringing in the Finance Committee for their suggestions/opinions.

Have to hand over the budget to the Finance committee by Feb 1st.

January 21st could be a workshop for budget discussion.

Let Mary Jane Mastrangelo know that January 14, 2020 will be a joint meeting between the Board of Selectmen and the Finance Committee.

13) Adjourn

Voted Peter Meier moved and seconded by George Slade to adjourn. Vote 4-0-0.

Respectfully submitted – Carole Ellis, secretary.