

2012

SDM
8/22/12

Affordable Housing Trust

Board of Assessors

BFDC

Board of Appeals

Board of Registrars

Bourne Water

Buzzards Bay Water

Notice

2012 JAN 12 AM 8 40

TOWN CLERK'S OFFICE Bourne Affordable Housing Trust Meeting
BOURNE, MASS Tuesday, January 17, 2012

8:45AM

Upper Conference Room
Bourne Town Hall
24 Perry Ave
Buzzards Bay, MA 02532

Agenda:

1. Review minutes of the December 2, 2011 meeting
2. Review of Community Preservation Act fy2013 Application for funding.
3. Update on Land Acquisition and review of proposed ad for lots
4. Financial Status Report.
5. Update on marketing status of Adams St. and corrections needed on "visitable" access.
6. Update of Housing Rehab Program and discussion of related marketing.
7. Update on setting up boilerplate for construction projects and LIP approvals.
8. Housing Specialist's report
8. Discussion of future agenda items

Kerry Horman,

Affordable Housing Specialist

Notice

2012 JUL 17 AM 9 24 Bourne Affordable Housing Trust

TOWN CLERK'S OFFICE
BOURNE, MASS

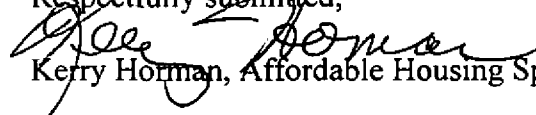
Bourne Town Hall
24 Perry Ave
Buzzards Bay, MA 02532

Ms. Wendy J. Chapman
Bourne Assistant Town Clerk

Dear Ms. Chapman,

Please be advised that the Bourne Affordable Housing Trust was not able to reach a quorum for its meeting posted for Tuesday, January 17, 2012 at 8:45 AM, therefore, the meeting was canceled and no minutes were taken.

Respectfully submitted,


Kerry Horman, Affordable Housing Specialist

Notice

2012 FEB 6 AM 10 52

Bourne Affordable Housing Trust Meeting
Friday, February 10, 2012
9:00 AM
Upper Conference Room
Bourne Town Hall
24 Perry Ave
Buzzards Bay, MA 02532

TOWN CLERK'S OFFICE
BOURNE, MASS

Agenda:

1. Review minutes of the December 2, 2011 meeting Financial Status Report.
2. Financial Status Report
3. Review of Community Preservation Act fy2013 Application for funding.
4. Update on Land Acquisition and determine procedure for reviewing proposed sites, and discuss development strategy and budget.
5. Review marketing insert for the Bourne Enterprise and review marketing strategy in general.
6. Update on marketing status of Adams St. and corrections needed on "visitable" access.
7. Update of Housing Rehab Program and discussion of related marketing.
8. Update on setting up boilerplate for construction projects and LIP approvals.
9. Housing Specialist's report
10. Discussion of future agenda items

Kerry Horman,

Affordable Housing Specialist

Bourne Affordable Housing Trust

Minutes

Meeting of February 10, 2012

2012 JUL 5 AM 9 34

TOWN CLERK'S OFFICE
BOURNE, MASS

Time: 9:00 A.M.

Location: Basement Conference room, Bourne Town Hall, 24 Perry Ave., Buzzards Bay, MA

Trustees present: Chairman Steven Walsh, Lee Berger, and Judith Riordan. Peter Meier joined the meeting at approximately 9:30.

Others present: Kerry Horman, Affordable Housing Specialist, Christian Valle of the Valle Group, and Betsy Anderson, Administrative Support

The meeting was called to order and Chairman Walsh asked for a motion to address the issues concerning the Valle Group. Ms. Riordan so moved and Mr. Berger seconded; the vote was unanimous.

Mr. Horman distributed pictures of a home built in Yarmouth for CapeAbilities and the latest marketing flyer. Mr. Valle was present to discuss the property at 79 Adams St. The issue at hand was the ramp and the visitable sloping at the entrance of the home. Mr. Valle explained the definition of visitability as meaning zero steps. Mr. Berger asked why the plan at Adams St. did not follow the one at Shearwater Drive. Mr. Valle cited the specs of the Massachusetts Architectural Access Board on building a ramp. He explained that in the event a wheelchair is to be used to gain access to the home, asphalt should not be used because the heat in the summer might make it more difficult to get up the ramp. After questions from Mr. Horman, he responded that the slope of Adams St. is steeper than Shearwater; therefore, a wood ramp with hand-rails would be required. There was continued discussion of the term visitability. Chairman Walsh mentioned that the original discussion of the plan for Adams St. was to be a duplicate of Shearwater Drive. At the time, the committee was told the necessary corrections would be made. Discussion of the grading and possible erosion and yard maintenance problems at Adams St. resulted in Mr. Valle recommending that asphalt not be used for the ramp. He then stated that whatever the Trust wanted, he would comply. In regard to the ramp, Mr. Valle said that unless a client had someone using a wheelchair, he doubted that a buyer would want a big ramp leading up to the house. Mr. Horman replied that if a ramp were not to be built now, it would not meet the specs of visitable. Mr. Valle said he could design the ramp for a potential buyer, hoping it would not take away from the marketability of the home, or tailor it to the buyer. Mr. Berger said he would prefer to see the design, and the committee continued discussion of the ramp.

Mr. Valle brought up the \$20,000 allowed for handicap accessibility and asked if it referred to kitchen and bathroom design. Mr. Horman responded by saying that the allowance was the contingency for an elevator, etc. A discussion ensued regarding the allowance. Mr. Horman stated that both Shearwater and Adams Street were to be made visitable. Mr. Valle said that he would put a plan together for the committee to

review. Mr. Horman stated that an allowance was used at Shearwater for laminate flooring, rather than wall-to-wall carpeting, in order to accommodate a wheelchair.

Mr. Valle asked if there were buyers lined up. Mr. Horman responded that there were three interested parties with Realtors and some were working on the financing. He had met with a mortgage broker who wanted to explain different options for financing. Mr. Horman said the interest is increasing with the positive upturn in the economy.

The Trust members briefly discussed HAC's involvement in the property at Shearwater Drive. Ms. Riordan asked if any of the potential buyers for Adams Street were disabled, and Mr. Horman replied that so far, none required a wheelchair. Mr. Valle asked if his company should proceed with insulation, etc. prior to selling the property in case particular needs of a buyer required special accommodations. They agreed that a finished property was more attractive to potential buyers. Mr. Valle was thanked for his attendance and input, and he left the meeting.

Mr. Horman briefly mentioned the new insert for the Bourne Enterprise newspaper.

Chairman Walsh asked the Trust members to review the minutes of December 2, 2011. Ms. Riordan moved that the minutes be accepted as read and Mr. Berger seconded the motion; the vote was unanimous.

Mr. Horman mentioned Tattler Circle property and said that HAC will market the available unit. There was a brief discussion of the property and HAC's involvement in marketing the unit.

Chairman Walsh asked Mr. Horman for the financial status report, which he read and explained as Trust members viewed the report. Mr. Horman expressed his concern for the \$2,000 in the TAP funds, saying he had not seen it reflected in the town's Financial Officer's report. Mr. Berger had some questions regarding various monies, and whether or not they had been spent. Mr. Horman then explained the checking account balance.

Mr. Horman spoke about the advertising and marketing relative to land purchases, and told the Trust members there had been no response to the ads in the Courier and Enterprise. He mentioned pursuing the purchase of other lots and properties to increase the homes available for sale. He also talked about the new marketing flyer and the homes currently available. The 2% monitoring fee was discussed and Mr. Berger asked if the fee could be used. Mr. Horman explained that the Trust is the marketing agent, and that a 2% fee would be allowed for a Realtor who brings in a buyer. He further explained the fee.

Mr. Berger asked about the previous mention of using Facebook for advertising, and the Trust discussed the possible cost.

Mr. Horman briefly mentioned the current status of the housing rehab program.

The Trust members discussed the CPA application for FY-2013. Mr. Horman spoke about the unspent monies from 2009, and that it appeared the money was now lost and had gone back into the General Fund. After some discussion, Selectman Meier made a motion to approve the application; Mr. Walsh seconded and the vote was unanimous. Ms. Riordan then left the meeting.

Mr. Horman gave a report on the financial resources and proposed uses of the Trust's assets. He also spoke briefly on the BHOPP and CPA funds.

Mr. Horman asked about the deed for a lot in Sagamore Beach, and Selectman Meier said it would be complete within the next week.

The newest color flyer advertising current properties was presented by Mr. Horman. He also spoke about the Commonwealth's requirements of separating the different types of programs, and that they are advertised in that manner. The new flyer was created with four (4) pages to satisfy those requirements. Mr. Horman also stressed the need to sell the current properties before moving on to additional ones. Mr. Berger pointed out that there is no street address listed for the Adams St. property, and Mr. Horman stated that it will be corrected.

Mr. Horman spoke about lots for sale and Mr. Berger asked for the terminology of "non-conforming lots" to be clearly defined. Mr. Horman stated that there has not been much success at selling the properties to buyers at 80% of the median income, and that it is possible in some cases to open them up to make them available to those at 120% of median income. The Trust members discussed marketing the properties to residents renting in subsidized housing and reviewing proposed sites for new construction.

There being no further business at 10:30 A.M., Chairman Walsh asked for a motion to adjourn the meeting. Mr. Berger made a motion to adjourn; Mr. Meier seconded and the vote was unanimous.

Respectfully submitted,

Betsy Anderson, Administrative Support

Notice

2012 APR 12 : PM 12 08

Bourne Affordable Housing Trust Meeting
TOWN CLERK'S OFFICE April 17, 2012
BOURNE, MASS 4:30 PM

Upper Conference Room
Bourne Town Hall
24 Perry Ave
Buzzards Bay, MA 02532

Agenda:

1. Review minutes of the last meeting.
2. Financial Status Report
3. Consideration of the following items relative to 79 Adams St : approval of proposed buyers; consider options for corrections for "visitable" access; consider request to approve an additional cost of \$1,500 for the installation of laminate floor rather than wall to wall carpet where wall to wall was originally specified.
4. Vote to enter executive session to discuss acquisition of real estate properties in Bourne for the purpose of building or preserving affordable homes.
5. Return to open session
6. Update of Housing Rehab Program and discussion of related marketing.
- 7 Update on CPA request for FY 2013.
- 8 Housing Specialist's report
9. Discussion of future agenda items

Kerry Horman,

Affordable Housing Specialist

Bourne Affordable Housing Trust

Minutes

Meeting of April 17, 2012

2012 JUL 5 AM 9 34

TOWN CLERK'S OFFICE
BOURNE, MASS

Time: 4:30 P.M.

Location: Upper Conference room, Bourne Town Hall, 24 Perry Ave., Buzzards Bay, MA

Trustees present: Chairman Steven Walsh, Susan Ross and Judith Riordan. Peter Meier joined the meeting at approximately 4:45.

Not present: Lee Berger.

Others present: Kerry Horman, Affordable Housing Specialist, Tom Howes of the Valle Group, and Betsy Anderson, Administrative Support

The meeting was called to order and Chairman Walsh asked Trust members to review minutes of the previous meeting. Ms. Riordan made a motion to approve the minutes; Mr. Walsh seconded and the vote was unanimous. It was noted that Ms. Ross had been excused from the previous meeting; she abstained from the vote.

Affordable Housing Specialist Kerry Horman stated that the second agenda item, the financial status report, was to be lengthy and asked if he could give it later. The committee unanimously agreed to go on to item #3.

Chairman Walsh opened the discussion of the property at 79 Adams Street. Valle Group's representative Tom Howes was present to answer questions the Trust members may have. The ramp issue remained to be resolved. Mr. Howes pledged the Valle Group's intention to satisfy the Trust's requirements.

The Trust members discussed the ramp; Mr. Horman stated he had spoken to the new owner who had said the family prefers no ramp. Mr. Howes replied that the Valle Group can construct "layer cake" stairs of Trex leading up to both decks. Further discussion led to possible installation of laminate flooring rather than wall-to-wall carpeting.

Following discussion of the deck and flooring, Chairman Walsh asked for a motion regarding both issues. Ms. Ross moved to install laminate flooring and to construct stairs as proposed. Ms. Riordan seconded the motion; the vote was unanimous.

Chairman Walsh stated that in the event of buyers requesting embellishments and improvements, they should be referred to the Trust for prior approval. Following a brief discussion, Mr. Howes left the meeting.

Chairman Walsh mentioned the proposed closing date of the Adams Street property of May 15th, which will be moved to May 22nd. Trust members discussed other agencies involved in approving applicants. Ms. Ross made a motion to approve the applicants, Drew and Meghan Buckley, a local family, to purchase 79 Adams Street. Ms. Riordan seconded the motion; the vote was unanimous.

Selectman Peter Meier joined the meeting at 4:43 and Trust members brought Mr. Meier up to speed on the completed activity. Members briefly discussed previous properties and the involvement of MLS, who had referred the new buyers.

Mr. Horman gave the financial report. He also spoke briefly about the \$500 ATM account and explained two recent transactions. The Trust members discussed ways to keep the account separate from others. Chairman Walsh stated his e-mail address had changed and he had missed some notices from Mr. Horman. He clarified the current one, and said he had only received notices from Town Planner Coreen Moore.

Chairman Walsh asked for a motion to accept Mr. Horman's financial report. Selectman Meier so moved and Ms. Riordan seconded the motion; the vote was unanimous. A copy is hereby attached.

Ms. Riordan moved to enter Executive session and to return to regular session at its end. An individual role call resulted in all affirming the motion.

At the end of Executive session, Selectman Meier moved to re-enter regular session. Ms. Riordan seconded the motion. By individual votes taken, all affirmed to do so. Selectman Meier described the procedure for treating minutes of the Executive session.

Mr. Horman gave an update on the Housing Rehab program and the Block Grant and there was discussion of related marketing. He spoke about potential applicants and said that many interested parties will be helped if they meet the income requirements. Ms. Ross mentioned that because of the Rehab program, it opens the door for more affordable housing and places the Town in a good position. Revitalization has the potential to benefit many of the poorer residents.

Chairman Walsh asked for a motion to authorize the salary of consultant John Saari. Selectman Meier made the motion and Ms. Ross seconded the motion; the vote was unanimous.

Mr. Horman spoke about the properties listed for sale and potential buyers. The Adams Street was under agreement and Tattler Circle was sold. A serious buyer for the condo at Canal Crossing, which has not sold, was unable to obtain financing, and Mr. Horman suggested the possibility that the Housing Partnership, as monitoring agent, could open the property up to those above the 80% median income. This is done by other agencies, he reported. The advantage is that people just above the 80% of median income, with preference up to 120%, will have the opportunity to purchase a home. The difficulty lies in not many homes are being sold without real estate agents. Trust members spoke about the involvement, or lack thereof, of HAC. There was conversation about the 2% fee being a drawback, as well.

Chairman Walsh asked if there was anything in the Housing Specialist's report to be added, and Mr. Horman stated he had nothing further to discuss. Ms. Riordan spoke about having set meeting dates in the future in order to anticipate a schedule.

There being no further business to come before the Trust, Ms. Ross moved to adjourn the meeting. Selectman Meier seconded the motion; the vote was unanimous. The meeting was adjourned at 5:45 P.M.

Respectfully submitted,

Betsy Anderson,

Administrative support

Notice

**Bourne Affordable Housing Trust Meeting
June 15, 2012
9:00 AM
Upper Conference Room
Bourne Town Hall
24 Perry Ave
Buzzards Bay, MA 02532**

Agenda:

1. Review minutes of the last meeting.
2. Financial Status Report
3. Consideration of any items relative to 10 Sheppard, Sagamore Highlands.
4. Vote to enter executive session to discuss acquisition of real estate properties in Bourne for the purpose of building or preserving affordable homes.
5. Return to open session
6. Update of Housing Rehab Program and extension of contracts with the Cape Cod Commission TAP program and John Saari, Housing Rehabilitation Specialist.
7. Consideration of the rotation of the Trust Chairmanship.
8. Consideration of sending a letter of appreciation to Elsa Campbell of DHCD and her managers for her work on the 10 Sheppard Rd. closing.
9. Housing Specialist's report
10. Discussion of future agenda items

Kerry Horman,

Affordable Housing Specialist

2012 JUN 11 PM 12 15
TOWN CLERK'S OFFICE
BOURNE, MASS

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~~Bourne Affordable Housing Trust~~
Minutes
June 15, 2012

Meeting Location: Upper Conference Room, Bourne Town Hall, 24 Perry Avenue,
Buzzards Bay, Massachusetts

Trustees Present: Chairman, Stephen Walsh, Judith Riordan, Lee Berger, Susan Ross

Trustees Absent: Peter Meier

Others Present: Affordable Housing Specialist, Kerry Horman and Dolores
Consoletti, Administrative Support

Meeting called to order at 9:04 a.m. by Chairman, Stephen Walsh

Chairman Walsh opened the meeting and asked members to review the minutes from the previous meeting. A motion was made by Chairman Walsh and second by Ms. Ross to approve the minutes of the April 17, 2012 meeting; the motion passed with three trustees voting in the affirmative, one trustee, Mr. Berger, abstaining.

Housing Specialist Kerry Horman presented the Financial Status Report. He indicated that after a meeting with Coreen Moore, Town Planner, it appeared there was some confusion on what funds were coming out of the Trust account and what funds were coming out of the CPA account. Due to the lag of financial accounting in these accounts (5-6 weeks) the closing costs for 79 Adam Street were not accurately reflected in the reports and as such were accounted for on a separate sheet. Mr. Horman said he plans to meet with Ms. Moore to review these accounts and bring them up-to-date. Mr. Horman suggested scheduling periodic meetings with Ms. Moore to insure the accuracy of the accounting process.

After reviewing the reports, there was much discussion over which accounts were covered in the reports. Ms. Ross stated that they should be looking at and approving the Trust accounts only and not the CPA accounts. Mr. Berger noted that the Total Unexpended amounts on the two reports did not match. There was much discussion regarding the different accounts that make up these reports. Mr. Horman explained that he did not have the capacity to run a specialized report detailing only the Trust's expenditures. There was further discussion regarding the setup of these reports including the confusion regarding the dashes next to certain amounts not necessarily indicating a negative amount, but a line item. Mr. Berger indicated that they needed a more accurate reporting of the Trust accounts. Mr. Horman stated he would meet with Ms. Moore to discuss the possibility of customizing these reports to more accurately reflect the Trust's accounts.

2012 JUL 17 AM 9 23
TOWN CLERK'S OFFICE
BOURNE, MASS

Mr. Berger made a motion to table the Treasurer's report, second by Ms. Ross; unanimous vote of the members.

Mr. Horman indicated that once the reports were correct, the Trust will have about \$62,000 which was set aside by CPA for the Trust to buy land and build, in addition to approximately \$133,000 of Trust assets that were received from the sale of the property at Tappal Circle, in addition to \$62,000 from the CPA. He went on to explain that there is \$25,000 committed to the Trust from DRI funds from housing; approximately \$130,000 available from the Trust Asset account; another \$3,500 coming to the Trust from the Cape Cod Commission for the Housing Rehab Program. The funding comes from different sources, CPA now and old CPA, the Trust assets and TAP funds from the Cape Cod Commission. The Trust owes the Commission \$2,000 for reimbursement of the \$4,000 they gave for perks tests for Shield Water and Sheppard Road.

Mr. Berger made a motion to reimburse the Cape Cod Commission \$2,000.00, second by Ms. Ross; unanimous vote of the members.

Mr. Horman asked for suggestions on the Financial Status Report. Ms. Riordan suggested that Mr. Horman give a financial summary orally such as the one given previously in addition to the financial reports. Ms. Ross asked for a Trust working treasurer's report separate from the other funds. Mr. Berger suggested that a Treasurer Report as of July 1 be generated with sources of funds, listing all of the funds and what each one is with a total as of the date with expenditures detailed thereafter.

Mr. Horman stated that 10 Sheppard Street in Sagamore Highlands closed. If it didn't the trust would have bought it. It was a complicated closing with multiple closing in addition to the applicant having a confusing financial background.

Chairman Walsh asked to consider Agenda Item #8 at this time. Mr. Horman stated that Ms. Campbell was able to get everything they needed to close done in two or three days that would normally take weeks. The full time attorney left so Ms. Campbell did it on her own. Chairman Walsh suggested that a letter of appreciation be sent to her boss asking the letter be added to her personnel file. Mr. Berger made a motion that an appropriate letter of appreciation be sent to Tony Hall and Tina Brooks, second by Ms. Ross; unanimous vote of the members.

Chairman Walsh asked for a motion to enter into Executive Session to discuss acquisition of real estate in Bourne for the purpose of building or preserving affordable homes. Motion was made by Ms. Ross to go into Executive Session to discuss acquisition of real estate in Bourne for the purpose of building or preserving affordable houses; an individual role call resulted in all affirming the motion individually.

The members moved to Executive Session as 10:08 a.m.

At the end of Executive Session, Mr. Berger made a motion to move to open session at 10:47 a.m., second by Ms. Ross; an individual role call resulted in all affirming the motion individually.

Mr. Horman requested the contracts with the Cape Cod Commission TAP Program and John Saari, Housing Rehabilitation Specialist be extended for another year. Ms. Riordan made a motion to extend the contract with the Cape Cod Commission TAP Program from July 1, 2012 to June 30, 2013 and the contract with John Saari, Housing Rehabilitation Specialist from July 1, 2012 to June 30, 2013, Mr. Berger second; unanimous vote of the members. (Each member in turn signed the contracts.)

Chairman Walsh suggested rotating the Chairmanship every couple of years. Ms. Ross asked if Chairman Walsh would continue to attend the site visits with the next Chairman; he indicated he would. After discussion, Ms. Riordan made a motion to nominate Susan Ross as Chairman effective July 1, 2012, Mr. Berger second; unanimous vote of the members.

Chairman Walsh asked for future agenda items. Ms. Riordan asked that we get the auction list information.

Ms. Ross made a motion to adjourn at 10:59 a.m., Chairman Walsh second, unanimous vote of the members.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Notice

Bourne Affordable Housing Task Meeting 2012 AUG 24 PM 2 08
August 24, 2012
10:30 AM TOWN CLERK'S OFFICE
Upper Conference Room BOURNE, MASS
Bourne Town Hall
24 Perry Ave
Buzzards Bay, MA 02532

Agenda:

1. Review minutes of the last meeting.
2. Vote to enter executive session to discuss acquisition of real estate properties in Bourne for the purpose of building or preserving affordable homes.
3. Return to open session Financial Status Report
4. Financial Status Report
5. Housing Specialist's report and project updates
6. Discussion of future agenda items

Kerry Horman,

Affordable Housing Specialist

Bourne Affordable Housing Trust
Minutes
August 24, 2012

Meeting Location: Upper Conference Room, Bourne Town Hall, 24 Perry Avenue,
Buzzards Bay, Massachusetts

Trustees Present: Chairperson, Susan Ross, Stephen Walsh, Judith Riordan, Lee Berger,
Peter Meier

Trustees Absent: None

Others Present: Affordable Housing Specialist, Kerry Horman and Dolores
Consoletti, Administrative Support

Meeting called to order at 10:30 a.m. by Chairperson, Susan Ross

Chairperson Ross opened the meeting and asked the members to review the minutes from the previous meeting. A motion was made by Mr. Meier, second by Mr. Berger to approve the minutes of the June 15, 2012 meeting; the motion passed with four trustees voting in the affirmative, one trustee, Mr. Meier, abstaining.

A motion was made by Mr. Meier and second by Mr. Walsh to enter into Executive Session to discuss acquisition of real estate properties in Bourne for the purpose of building or preserving affordable homes, an individual role call resulted in all affirming the motion individually.

The members moved to Executive Session at 10:32 a.m.

At the end of Executive Session, Mr. Meier made a motion to move to open session at 12:31 p.m., second by Mr. Berger; an individual role call resulted in all affirming the motion individually.

Mr. Horman presented his financial report to the members. After a brief review, Mr. Meier made a motion to accept the financial report as submitted, second by Mr. Walsh, unanimous vote of the members.

Mr. Horman provided the members with a list of properties the town had authorized for sale. Mr. Meier indicated which had been taken off the books. There was some discussion between the members regarding which properties might be worth looking at.

Mr. Horman indicated they were still having problems with the flooring at Shearwater. Valley Group has looked at it and will be replacing it for her with a type of vinyl floor. He wasn't sure if she was happy with but will be accepting. It was agreed that it was between her and the Valley Group.

Mr. Horman gave an update on the USDA program. He indicated he had people interested in it and were in the process of completing the application.

Mr. Meier made a motion to adjourn at 12:42 p.m., Ms. Riordan second, unanimous vote of the members.

Respectfully submitted,

Dolores Consoletti
Administrative Support

could be cost up to \$15,000.00 to have her evicted and it could take up to a year. Did the Housing Trust want to have an image of evicting someone with children. Ms. O'Donnell indicated the courts are pretty generous with family situations.

There was some discussion as to the property value of the house with an unencumbered deed. Ms. Ross indicated that a property like that, three bedroom colonial with an attached two car garage, would be around \$300,000; it's not an old house in a beautiful neighborhood. If we buy it we could sell it for about \$220,000 and \$230,000 by formula, based on 72.5% of income. We've had two sales in that neighborhood recently that went for \$187,000 which was a new one and one that was an old one for \$195,000. Mr. Horman thought the number would be around \$190,000 for an affordable, with a deed rider.

Mr. Berger suggested trying to buy it for up to \$215,000 if they couldn't, they would have to let it go. Mr. Horman indicated they had a check from the Town coming to the Trust for \$5,000. The foreclosure attorney agreed that a check would be acceptable. Mr. Berger wanted to know if we had money in our account to close on this in 30 days. Mr. Horman gave each member a current spreadsheet with estimates on what was left in the Trust accounts. It was agreed that there was sufficient funds available.

Mr. Horman then asked who should be the agent at the auction. Mr. Horman indicated he didn't feel comfortable doing it alone. Ms. O'Donnell indicated a group couldn't go without posting it. She stated Mr. Horman should go with a member of the Trust. Ms. O'Donnell then outlined the outstanding amounts owed on the property (the mortgage as of 2005 was \$158,692; Cape Cod 5 is owed \$4,908; an execution to Northstar for \$6,606.92). Ms. O'Donnell indicated the bank might start the bidding at \$175,000.

Mr. Berger then asked about the excess and who would receive it. He thought the Housing Authority would get back anything over the mortgage. Mr. Horman indicated the number is everything over the maximum resale price allowed under the deed rider which is \$230,000 - \$240,000. Ms. O'Donnell stated that the bank cannot keep any more money than it is entitled to under the mortgage owed. The extra money goes back to the owner of the property. Ms. Ross indicated it could work out if someone bid \$270,000 that we would get enough for another affordable. Ms. O'Donnell recommended the Trust get the check from the Town and go to the foreclosure and go from there. Mr. Horman left the room to check with Ms. Moore that a check had been issued. Mr. Horman returned and informed the meeting that the check would be issued. Mr. Horman asked Ms. O'Donnell for her advice. Ms. O'Donnell stated she felt they should get the check from the Town and go to the auction and see where the bidding goes; if MHFA buys it we could talk to them and try to buy it directly from them. Mr. Berger asked if she thought they would sell it to us at their cost or try to get as much as possible for it. She indicated that they seemed to be sympathetic to our cause.

There being no additional questions for Ms. O'Donnell, the conference was ended at 11:34 a.m.

There ensued some discussion on what the maximum resale price would be and what would be required for a mortgage. The discussion turned to what constituted the "excess" of the mortgage at auction and who was entitled to it. Assuming the number owed is \$180,000 and the property sold for \$240,000 the town can get back only the excess of the maximum resale price which is about \$230,000. The town would get back only \$10,000. The amount between \$180,000 and \$230,000 would go back to the owner at the time of foreclosure. The discussion went back and forth on who was entitled to the difference. As no consensus could be reached, Ms. O'Donnell was asked to join the meeting via speakerphone again at 11:55 a.m.

Ms. O'Donnell was asked again to confirm who in her opinion was entitled to the difference between \$180,000 owed and the \$230,000 maximum resale price. She confirmed the Trust would be entitled to the excess over the maximum resale price. She agreed that the difference between amount owed and the maximum resale price would go to the current owner.

Mr. Berger asked how quickly we would get the money back. The successful bidder has to close in 30 days. At the closing, the bank would take what was owed them, the lien holders would get what was owed them, she would get what was left up to the maximum resale price of \$230,000; anything over and above that would go to the Trust and she would still be in the house.

Mr. Berger asked if Ms. O'Donnell had a recommendation on what to bid on this. She said she assumed there would be people there to bid on the house and that the bank was going to get more than what was owed. She didn't feel it was worth it bidding \$300,000 on it. She said she would check with MFHA to see how they were going to handle it. Mr. Horman suggested making a motion to enter a bid not more than the maximum resale value. Mr. Berger agreed with that suggestion. Mr. Horman asked if anyone had any more questions for Ms. O'Donnell. Having none, Ms. O'Donnell left the meeting at 12:07 p.m.

Mr. Berger made a motion to authorize a bid at the foreclosure for as little as possible for a minimum bid and up to the maximum resale value as of September 5, 2012, second by Mr. Meier; an individual role call resulted in all affirming the motion individually.

Mr. Berger further made a motion to authorize Mr. Horman and Ms. Ross, or her designee who shall be a Trustee, to attend the auction, and to bid and sign on behalf of the Trust, second by Mr. Meier; an individual role call resulted in all affirming the motion individually.

Mr. Horman gave an update on 55 Maple Street. Original proposal from the landowner was for \$52,000, we counter offered for \$30,000; he came back with \$47,000. There was much discussion on what the market value was and what should be offered. Ms. Ross wanted to make sure what we offered made it worth someone giving up their privacy.

Mr. Berger made a motion to authorize Mr. Horman to respond with an offer of \$35,000 with authority to go up to \$37,500 for the lot on 55 Maple Street, second by Mr. Meier; an individual role call resulted in all affirming the motion individually.

Mr. Horman proceeded to give an update on 15 Thom Avenue. The lot has been assessed at \$72,700 and that was the offer on the table from the land owner. The lot is in a nice neighborhood and Mr. Horman felt there would be some interest in it. The lot has a "need variance" notation on town records. Ms. Ross stated the variance wouldn't be due to size but the question of did it merge ownership at some point. It qualifies for our purposes but it is unclear whether it would be a buildable lot.

Mr. Berger made a motion to authorize Mr. Horman to extend an offer of \$35,000 with all the usual perks, second by Mr. Meier; an individual role call resulted in affirming votes from Mr. Walsh, Mr. Berger, Mr. Meier and Ms. Riordan individually, with Ms. Ross abstaining.

Mr. Meier made a motion to move to open session at 12:31 p.m., second by Mr. Berger; an individual role call resulted in all affirming the motion individually.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Bourne Affordable Housing Trust
Minutes
August 24, 2012

Meeting Location: Upper Conference Room, Bourne Town Hall, 24 Perry Avenue,
Buzzards Bay, Massachusetts

2015 JAN 8 AM 8 25

TOWN CLERK'S OFFICE

Trustees Present: Chairperson, Susan Ross, Stephen Walsh, Judith Riordan, Lee Berger,
Peter Meier

BOURNE, MASS

Trustees Absent: None

Others Present: Affordable Housing Specialist, Kerry Horman and Dolores
Consoletti, Administrative Support

Meeting called to order at 10:30 a.m. by Chairperson, Susan Ross

Chairperson Ross opened the meeting and asked the members to review the minutes from the previous meeting. A motion was made by Mr. Meier, second by Mr. Berger to approve the minutes of the June 15, 2012 meeting; the motion passed with four trustees voting in the affirmative, one trustee, Mr. Meier, abstaining.

A motion was made by Mr. Meier and second by Mr. Walsh to enter into Executive Session to discuss acquisition of real estate properties in Bourne for the purpose of building or preserving affordable homes, an individual role call resulted in all affirming the motion individually.

The members moved to Executive Session at 10:32 a.m.

At the end of Executive Session, Mr. Meier made a motion to move to open session at 12:31 p.m., second by Mr. Berger; an individual role call resulted in all affirming the motion individually.

Mr. Horman presented his financial report to the members. After a brief review, Mr. Meier made a motion to accept the financial report as submitted, second by Mr. Walsh, unanimous vote of the members.

Mr. Horman provided the members with a list of properties the town had authorized for sale. Mr. Meier indicated which had been taken off the books. There was some discussion between the members regarding which properties might be worth looking at.

Mr. Horman indicated they were still having problems with the flooring at Shearwater. Valley Group has looked at it and will be replacing it for her with a type of vinyl floor. He wasn't sure if she was happy with but will be accepting. It was agreed that it was between her and the Valley Group.

Mr. Horman gave an update on the USDA program. He indicated he had people interested in it and were in the process of completing the application.

Mr. Meier made a motion to adjourn at 12:42 p.m., Ms. Riordan second, unanimous vote of the members.

Respectfully submitted,

Dolores Consoletti
Administrative Support

To: Town Clerk's Office

From: Kerry Horman

Re: Please post the following meeting. I will email ~~agenda to everyone on our Board.~~ ^{2012 SEP 20 PM 2 46}

Bourne Housing Partnership meeting
Tuesday, September 25, 2012 at 4:00 PM
Second Floor Conference Room
Town Hall
24 Perry Ave
Buzzards Bay MA 02532

TOWN CLERK'S OFFICE
BOURNE, MASS

Agenda

1. Review and vote on Minutes of the last meeting
2. Review the status Community Development Block Grant program.
3. Discussion with grant writer Sharon Gay concerning upcoming FY 2013 Block grant and actions as necessary
4. Report of the Affordable Housing Specialist
5. Discussion for future agenda items.

Thank You,

Kerry Horman, Affordable Housing Specialist

Bourne Affordable Partnership Meeting
Minutes
September 25, 2012

2013 OCT 10 PM 3 35

Meeting Location: Upper Conference Room, Bourne Town Hall, 24 Betty Avenue,
Buzzards Bay, Massachusetts
TOWN CLERK'S OFFICE
BOURNE, MASS

Members Present: Chairperson, Susan Ross, Albert Hill, Frances Anderegg, Coreen Moore,
Barbara Thurston

Members Absent: None

Others Present: James Snyder, Volunteer Financial Adviser, Sharon Gay, Community
Development Consultant, Kerry Horman, Affordable Housing Specialist
and Dolores Consoletti, Administrative Support

Meeting called to order at 4:01 p.m. by Chairperson, Susan Ross

Chairperson Ross opened the meeting and asked the members to review the minutes from the previous meeting. Ms. Ross suggested that once the minutes were done, Ms. Consoletti e-mail them to the members, not for discussion but so each member could make their own notes about the meeting. A motion was made by Ms. Moore, second by Mr. Hill to approve the minutes of the March 29, 2012 meeting; the motion passed with four members voting in the affirmative, one member, Mr. Hill, abstaining.

Mr. Snyder arrived at the meeting at 4:07 p.m.

Ms. Gay presented the next two agenda items: Community Development Block Grant and FY2013 Block grant. (See attached update presented by Ms. Gay.) Ms. Gay provided an update of the FY11 grant of \$900,000 which funded two major projects. One was to implement and develop a Housing Rehab Program and the second was to provide a new roof, gutters and insulation to the Continental Apartments. Continental Apartments are under construction and they expect the project to take about two more weeks for completion. There haven't been any problems to date. They were also able to secure a commitment for an additional \$20,000 from DHCD Housing side for the cost of insulation.

The second program is the Housing Rehab Program (HRP). Originally applied for \$990,000 for the Continental Apartments and to do 17 units. Received a total grant of \$900,000 and reduced the amount of housing rehab requested. The reason they reduced the amount of housing was they reduced the amount of the grant which reduced the amount of housing they could be do The goal is 14 units. It looks like they could exceed that goal and do 15 units. They've been able to dovetail some of the projects and stretch the dollars needed and had some projects come in lower than expected. One case that came in higher than allowed and they have applied for a Single Case Waiver which looks good. Ms. Ross asked if these were all senior housing. Ms. Gay indicated they included both elderly and family cases. Mr.

Horman stated the USDA are all seniors. Of the 15 they are going to do, 11 are completed or under construction. They opened a bid on one additional unit today. They have committed \$313,629 not including the one opened for bid today and have \$420,000 total funding. Mr. Horman asked what the timing goal was to apply for the next round of funding. Ms. Gay indicated that they need to expend 80% of their funds before they can apply for the next application. They apply for the next one on December 14, 2012. Out of the 11 units that are completed, three are out of the target area. One is in Gray Gables, one is Cataumet, and one is in Sagamore. The one opened this afternoon is in Monument Beach. They can only do 20% of their assistance outside of the target area. Including the bids opened today, they are at the maximum 20%. There is a waiting list of nine right now, however, six are out of the target area and three are in the target area.

There was much discussion regarding expanding the target area. Ms. Gay stated they would like to include Monument Beach in the target area. There have been quite a few requests for assistance from Monument Beach. Mr. Hill asked what kind of emergency assistance people were asking for. Ms. Gay indicated it was heating, electrical, collapsed roof and septic. Ms. Moore stated they were basing their information on 2000 census number because the 2010 census was not available yet. Ms. Gay stated the target areas did not have to be connected. Ms. Moore indicated they would have to do windshield surveys. Ms. Ross stated they would have to be year round residents not summer residents. There was some discussion regarding the inclusion of Hideaway Village. They are condominiums but are treated as single families, they don't own the land and they have an association. It was basically a vacation area that some have turned into year round. Mr. Horman asked what the risk was to expand the target area. Ms. Gay stated that they needed to show they were addressing the needs of a target area in a concentrated way and not doing it in a scattered way and wasn't a comprehensive approach. Bourne has a village approach to things which makes them different from most towns. She went on to say she didn't want to make it seem scattered so they would loose points because they weren't concentrated. Ms. Gay said she would like to discuss it today, talk to Ms. Moore and then ask DHCD and get their guidance for developing the application. Ms. Thurston asked if \$900,000 is the maximum we could apply for and Ms. Gay stated it was the maximum set up by the State for everyone. Out of the nine on the waiting list, two are from Monument Beach. Ms. Ross asked how they could determine whether or not Hideaway Village was rental or year round residents. Mr. Snyder suggested contacting the management company and ask what the estimated percentage of rentals is. Ms. Gay asked if the committee thought it was a good idea to look toward including Hideaway Village in the target area. Ms. Anderegg stated she didn't think they should and since there is a limited amount of money, the target area should include only areas of year round residents and not rental properties. Ms. Ross wanted to know if the target areas they had already done would be targeted again. Ms. Gay stated they would and the existing target areas would stay. Ms. Anderegg asked if the person didn't currently have a mortgage and could apply for a re-fi would that preclude them from this program. Ms. Gay stated that it wouldn't. What they found was that the applicants owed very close to the value. Ms. Ross stated that if they were upside-down on their mortgage they wouldn't qualify. There was consensus that Monument Beach seemed to be an area that should be included in the Target Area. Mr. Hill asked what needed to be done to have Monument Beach included. Ms. Gay stated that they would do statistically analysis, a demographic breakdown. Once that was

done and if they found it fit with the model, then she could come back to the committee to let them know it fit, then a windshield survey would have to be done on the expanded part of the Target Area. They wouldn't need to reevaluate the ones that were already done, that information was still good. Ms. Moore suggested also looking at the building values. Ms. Gay asked if the committee thought Hideaway Village should be included in the evaluation. Ms. Anderegg and Mr. Snyder stated they felt it was too seasonal. Ms. Moore stated that since time was short, they should take the consensus of the board, which was to leave the target area the way it was in Buzzards Bay and include areas of Monument Beach.

Ms. Gay then moved the topic to talk about an emergency case override for a homeowner that had an \$8,000 gap in the assessed value of the home and her mortgage. She needed to have electrical work done which was completed. After the work was done, they tried to get the sign offs on the inspection from the Fire Department. The Fire Department wouldn't sign off because the house had no ceilings, just rafters with plastic on them. Her husband was a contractor and started working on the house, but then passed away. Ms. Moore suggested they take up to \$5,000 and put new ceilings in. Cape Compact contract will come in and insulate it using their funds and we would have the ceilings put in. The contractor gave us an estimate of \$3,500 but it could be up to \$5,000. Ms. Ross asked for a motion to grant to Waiver a Loan to Value clause for up to \$5,000 for emergency property at 29 Canalview Road; motion so made by Ms. Thurston, second by Mr. Hill, the vote was unanimous.

Ms. Ross moved on to the next agenda item: FY2013 Block Grant. Ms. Gay stated the deadline for the application was December 14, 2012. The maximum that can be applied for is \$900,000 and in order to be eligible to apply, you need to expend 80% of the FY2012 grant. Ms. Gay felt they would meet that milestone. One of the programs the town has discussed applying for is the Housing Rehab Program. Last year they had 14 units, depending on where the second program comes in, they may reduce the goal to 10. Ms. Gay stated that she wouldn't know until all the numbers were in. She also stated she wanted to put as many units in the housing rehab program as they could to help as many people as possible but also help with the scoring of applications, its very competitive and towns could be tied with the same score for funding, and one of the first things they look for is the number units in the Housing Rehab.

The second program the town felt was important was the Storefront Sign Improvement Program in Buzzards Bay. Ms. Moore stated they would be meeting with the Main Street Steering Committee to discuss this program. They did a planning exercise where they picked five buildings and had the Cecil Group come in with sample designs, i.e., if you spend \$20,000 this is what you'd get; if you spend \$30,000 this is what you could get. They seemed fairly interested. They will also be looking at people who have a vested interest in Main Street, i.e., no vacant buildings. The most important part is to get people to bring their signs up-to-date and into the newly adopted guidelines for signs downtown. Ms. Moore let the committee know there would be a Streetscape Celebration on October 26, at 4:00 p.m. to thank the merchants for their patience and to draw attention to the downtown area.

Ms. Thurston provided an update on the Colonial Apartments. The specifications for the decking are complete, the engineer completed them three or four months ago. The columns

are done. The estimate for the decking alone is \$250,000. The decking goes all the way around the second floor. Anyone on the second floor uses the stairs and walks on the decking down a long exposed hallway, there are no elevators. The rod iron railings will be replaced. The estimate does not include the railings, they may be able to fix the railings themselves. Ms. Ross suggested taking pictures of the decking before any renovations are done. Ms. Anderegg asked if they could use aluminum decking instead of wood, as that may save some of the cost. Ms. Thurston stated they planned to use wood. Ms. Gay asked if they had applied to the CPA and Ms. Thurston stated they did but were turned down because Continental was not originally built with CPA funds. Ms. Gay stated that realistically the price tag for the entire project including the railings could be \$300,000 to \$325,000. Ms. Moore stated the façade program could be more fluid. The town had a program years ago that didn't work out well. If they can get five people really interested and do three, that would be great. She would rather do less now and go for more later. Ms. Gay stated that they have to go in with strong letters of interest. They want us to have a group of people already signed up. Ms. Moore felt the sign program might be easier but the façade might be a tougher sell.

Mr. Horman asked whether it would be possible to have it written in that whoever administers the block program could administer the USDA program along with it. If it's a combination USDA and Block Grant then the administration of the block grant could pay for the Housing Rehab Specialist. Ms. Gay felt it made sense and didn't see why it couldn't be written that way.

Ms. Gay discussed upcoming schedule. Ms. Moore is just about done with the Slums and Blight Survey and her target date to submit that is October 10, 2012. Ms. Gay suggested dates for the public hearings for the new application: October 24, for the Public Forum and November 28, for the Public Hearing. It was suggested that the committee have a regular meeting just prior to the Public Forum on October 24, 2012; the meeting will be at 5:00 p.m. and the Forum will be at 6:00 p.m. The committee will receive the wind survey information at that meeting. Ms. Gay stated they would take care of posting the public forum and public meeting notices.

Ms. Thurston and Ms. Gay left the meeting at 5:20 p.m.

Mr. Horman presented the next agenda item; Report of the Affordable Housing Specialist (see attached update report). Mr. Horman stated they were out of inventory. Because of conditions on the condo documents for Canal Crossing, the condo association has to take control of the management of the property and they haven't done that so it's impossible for anyone to get a loan. They have a buyer, and a purchase and sale agreement, but they did a use and occupancy agreement so the buyer could move in. The BHOPP has passed the period of time in which the State has said they have to do a readvertising. Most of the money that would be in there is for the construction of new units and they don't like to go to low. Ms. Ross stated that they were working on a foreclosure that was to happen in September and the Trust voted to go to the auction and bid on it up to a certain amount of money, but it got postponed. Mr. Horman stated they still have the ability to bring in applications on a first come first serve for resale. Adam Street and Shearwater both went to

local families with kids; 10 Shepard Road is closed. The Town gave the Trust Old Plymouth Road, and the Trust has a property under agreement on Maple Street and on another property there is a counter offer being reviewed. The Trust will go out with a package of three. Kathleen O'Donnell is the lawyer for the Trust. The way we have to work the program is to make the deal, sign the P&S and then advertise you're buying these lots. If we don't do it that way, it becomes a bid and we can't negotiate. The Trust will sign the P&S, and then advertise in the Central Register and if someone offers us another lot for less, we can negotiate.

Ms. Ross asked if anyone had any future agenda items. Seeing none, Ms. Ross asked for a motion to adjourn. Ms. Moore made said motion at 5:27 p.m., Mr. Hill second, unanimous vote of the members.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Notice

2012 SEP 28 PM 1 46

TOWN CLERK'S OFFICE
BOURNE, MASS

Bourne Affordable Housing Trust Meeting

October 3, 2012

10:00 AM

Lower Conference Room

Bourne Town Hall

24 Perry Ave

Buzzards Bay, MA 02532

Agenda:

1. Review minutes of the last meeting.
2. Vote to enter executive session to discuss acquisition of real estate properties in Bourne for the purpose of building or preserving affordable homes.
3. Vote to return to open session
4. Review of Engineering Proposals and selection of consulting engineers.
5. Discussion of affordable home development process and actions
6. Housing Specialist's report and project updates
7. Discussion of future agenda items

Kerry Horman,

Affordable Housing Specialist

Bourne Affordable Housing Trust
Minutes
October 3, 2012

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TOWN CLERK'S OFFICE

BOURNE, MASS

Meeting Location: Lower Conference Room, Bourne Town Hall, 24 Perry Avenue,
Buzzards Bay, Massachusetts

Trustees Present: Chairperson, Susan Ross, Stephen Walsh, Judith Riordan, Lee Berger,

Trustees Absent: Peter Meier

Others Present: Affordable Housing Specialist, Kerry Horman and Dolores
Consoletti, Administrative Support

Meeting called to order at 10:04 a.m. by Chairperson, Susan Ross.

Chairperson Ross opened the meeting and asked the members to review the minutes from the previous meeting. A motion was made by Mr. Berger, second by Ms. Riordan to approve the minutes of the August 24, 2012 meeting; the motion passed with all trustees voting in the affirmative.

Ms. Ross suggested they skip to the fourth agenda item to give Mr. Meier additional time to arrive.

Mr. Horman presented the quotes from three engineering firms: Bracken, JC Engineering, and Warwick & Associates. Mr. Horman informed the committee the Bracken proposal arrived late. Ms. Ross asked if it was a published invitation to bid that had to be in by a specific date. Mr. Horman stated it was. He stated he spoke with Kathleen O'Donnell and she said the committee didn't have to stick with that. If the committee wanted to accept Bracken's bid, they could. Ms. Ross asked if JC Engineering was the company they used last time. Mr. Horman confirmed they were. Ms. Riordan stated she thought they had some difficulties with them and Mr. Horman confirmed he had difficulties getting things from them on time. He also felt the report on the Maple Street property was a little high. They brought two principal engineers out and charged for them. Mr. Horman stated he asked each company to break out the bid so that if the perk test came up bad, they could stop at that point. The Bracken quote assumes the town would waive the \$100 fee for the perk test. He wasn't sure if the JC bid included the town fee or not. Warwick included the town fee. Mr. Berger offered that they forget Bracken since they were late and came in considerably higher than the other two. Between the other two, JC Engineering and Warwick, there was only a difference of \$190. He asked if the other two were the same proposals. Ms. Ross stated that JC has been late and hard to work with a couple of times. She thought Warwick would be way higher and was surprised they weren't, and felt they were very good. Mr. Horman added the \$1,000 retainer was for JC not Warwick as indicated on the spreadsheet. Mr. Walsh asked about the places where they were likely to get hit with extras. He asked about items not included in the proposals and would be billed out, such as changes to the plans. He

pointed to Warwick's proposed additional costs that may be incurred for changes in the plan. For example, if the design of the house changes or they need to move the system, would there be additional charges. Mr. Berger asked where it stated that JC wouldn't charge for changes to the design. It was determined they both would charge for changes. Mr. Horman offered he would like to pick a company that could be used over the next few years any time they had engineering questions. Ms. Riordan stated she had seen Bracken used many times at the Board of Appeals by repeat customers and she has done business with Warwick and they were excellent. Mr. Berger agreed. After much discussion, Mr. Berger made a motion to accept the Warwick proposal as submitted with the clarification of what is included in Site and Septic Layout Plan and Design, second by Ms. Riordan, unanimous vote of the members. Mr. Horman was asked to clarify with Warwick what would be included and what would be considered additional charges.

Mr. Horman presented the next agenda item, Affordable Home Development Process and Actions. He met with Ms. Moore regarding the three lots the Trust was looking at. Ms. Moore went through each lot, took the side lot requirements and figured out where they could put a building. She then put a "building envelope" on each lot showing where the building could be placed. She also went through the non-conforming lot ordinance and checked for wetlands and flood plane. She then went through the individual lots and checked off that everything fit under the regulations. Ms. Moore wasn't sure if they needed to go through the special permit process or not for Old Plymouth Road. Mr. Horman stated he would find out later today. Mr. Horman stated Maple Street was under a purchase and sales agreement and Ms. Moore went through the same check list. It is out of the flood plane and has no wetland issues. The only issue that both these lots have is they are within the water district boundaries that have more stringent requirements. Both of these lots are out of the critical zone but are still in the area. The town is not as stringent on the number of bedrooms in this area.

Mr. Horman stated he would like to do a title search before any money is spent on engineering. He felt it was better to do it before going through the process and then find there is a problem with the title and wasting the money. Ms. Ross stated that Ms. Moore indicated that Old Plymouth Road had two title searches done and there wasn't a need to do another one. The other two lots would have to have title searches done. Mr. Horman would like to do the title search before the perk test. Mr. Berger offered that if there was a problem with the title, the seller has to fix it. They have to offer clear title. If they don't fix it, in the P&S we have the right to fix it and reduce the cost in the offer price. Mr. Horman stated the next steps after the purchase and sale would be to go into the Central Register under "Unique Characteristics". It is a process that needs to be completed for a public entity to buy these lots. His suggestion is P&S, title search on those other two lots, and then Central Register, after 30 days have the perk test done. While that is being done, they could put together the documents for an RFP for developers.

The committee broke at 10:43 a.m. so Mr. Horman could call Mr. Meier.

The meeting resume at 10:49 a.m. with Mr. Horman unable to reach Mr. Meier.

Mr. Horman presented the next agenda item the Housing Specialist's Report (see attached report). He stated the USDA Housing Rehab program is going well. They have 5 applicants and four specs out for bid. Mr. Horman advised the committee they were out of inventory. They have one two-bedroom coming in. The problem with the resales is the interest rates are so low they are skewing the resale price. Ms. Ross explained that because of the formula and interest rates, a two-bedroom would go for \$217,000 and for that or a little more, an applicant can buy a house on the open market without a deed restriction. It falls under affordable but the people who are doing it can't afford \$217,000. Mr. Berger asked if they should think about changing the formula. Ms. Ross stated they should always use the Universal Deed Rider. Mr. Berger asked if they would run into the same problem using it and Mr. Horman said they would. Ms. Ross indicated the Universal Deed Rider is the one accepted by the banks. Mr. Horman stated the USDA would not accept any new deed riders and HUD won't accept the principal of any deed rider.

Ms. Ross asked if they should move to Executive Session. A motion was made by Mr. Berger and second by Ms. Riordan to enter into Executive Session to discuss negotiations, an individual role call resulted in Mr. Berger voting yes, Ms. Riordan voting yes, Mr. Walsh voting yes and Ms. Ross voting yes.

The members moved to Executive Session at 10:59 a.m.

At the end of Executive Session, Mr. Walsh made a motion to move out of Executive Session and move to open session at 11:28 a.m., second by Mr. Berger, an individual role call resulted in all affirming the motion individually.

Ms. Riordan made a motion to adjourn at 11:37 a.m., Mr. Walsh second, unanimous vote of the members.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Bourne Affordable Housing Trust
Minutes of Executive Session Meeting
October 3, 2012

2015 JAN 8 AM 8 25

TOWN CLERK'S OFFICE
24 PERRY AVENUE, MASS
BOURNE, MASS

Meeting Location: Lower Conference Room, Bourne Town Hall, 24 Perry Avenue, Buzzards Bay, Massachusetts

Trustees Present: Chairperson Susan Ross, Stephen Walsh, Judith Riordan, Lee Berger

Trustees Absent: Peter Meier

Others Present: Affordable Housing Specialist, Kerry Horman and Dolores Consoletti, Administrative Support

Meeting opened at 10:59 a.m.

Mr. Berger asked to review the minutes from the last meeting. After discussion of corrections to the minutes, Mr. Berger made a motion to approve the minutes of the meeting on August 24, 2012, as amended, second by Mr. Walsh, the motion passed with all trustees voting in the affirmative.

Ms. Ross asked for an update on the house that was scheduled for foreclosure. Mr. Horman stated the foreclosure had been postponed to December 5, 2012. He sent a certified letter to the owner asking to speak with her. There has been no response back yet. Mr. Berger asked if Mr. Horman knew if the owner was still there. Mr. Horman stated someone was there but couldn't verify who. Mr. Horman stated the cell phone number he had for her was actually the parent's cell phone. Ms. Ross stated she looked up the property and found she owed more than just the mortgage. Mr. Horman stated Ms. Moore still had the check issued from the town of Bourne and she was waiting for a response from Linda as to what to do with the check. Mr. Berger clarified they had authorized the purchase of the unit up to the maximum resale price. Mr. Horman stated it was calculated out to \$235,000. Mr. Berger asked that since they had some time, if it be worth writing to the owner again letting her know we understand there is a foreclosure in process and the committee's mission is to preserve affordable housing and may like to buy the house. Ms. Ross stated that if the owner was upside down, they wouldn't be able to buy the house without approval from the bank for a short-sale. The short-sale would also have to be approved by all the other creditors. She was unsure what would have to be paid to the other lien holders. Until it's a foreclosure and the bank owns it, the other liens stay in place. Much discussion ensued as to the exact amount and what liens were on the property. Mr. Berger suggested sending a letter to her to see what the response is. Mr. Horman asked for clarification on the wording of the letter. Mr. Berger suggested simply telling her they may be in a position to assist her by purchasing the home and helping her get out of debt. He told Mr. Horman he would review the letter for him. Ms. Ross asked if they should mention she might not be relieved from the liens from the short sale. She also suggested that if they were going to pursue a short sale, they should

use a lawyer who does short sales. She went on to say the most important thing was to get a letter from the banks saying she is not liable for anything, which was hard to get. They do short sales where the owner is still liable for the liens. Mr. Berger didn't recommend putting any numbers in the letter. The letter would be a way to try to establish communication with the owner. Mr. Horman offered, as an option, that some other towns are lending the owner \$5,000 or \$10,000 to help them out and then putting a lien on the property, to ensure they get it back at the time of the sale. He didn't have a preference either way; he was just putting it on the table. Ms. Riordan felt it could get very complex and it was very subjective. Ms. Ross stated the owner was going for a modification. She noted that Mass Housing told Mr. Horman that they will not modify if a borrower is unemployed. She said that might be an indication that the owner lost her job and without reasonable job security, there was no guarantee she could continue to pay on the mortgage. Mr. Berger made a motion to have Mr. Horman write a letter to the property owner to have her contact us as we may be able to assist her, second by Mr. Walsh, the motion passed with all trustees voting in the affirmative.

Mr. Horman updated the committee on the Thom Avenue property. He met with Ms. Sanders at her home and her response was she had been paying taxes on the elevated amount. Her counter-offer was she wanted \$50,000 but her bottom line was \$45,000. Mr. Horman stated the \$45,000 came from past track records. He went through the lot with Ms. Moore and the only comment she had was a question on how this lot got divided off. Ms. Ross asked what the WRD notation was. Mr. Horman stated it was Water Resource District. Ms. Moore spoke with Cindy and they both agreed the Health board was not holding people outside the critical area to the per day gallon usage requirement. If they did, he felt they would be lucky to get a one or two bedroom house approved. He didn't feel that would be an issue for this lot. Ms. Riordan felt this was a better lot than Maple Street. Ms. Ross indicated that lots went for more money in this area. Mr. Berger felt they could go to \$35,000 with a maximum of \$37,000. Regarding the \$45,000 counteroffer, Ms. Riordan felt it was a matter of setting precedence which would make it more difficult to purchase future lots for anything less. Mr. Horman reminded the committee there could be a discussion on this lot, but without Mr. Meier's attendance, there could not be a vote on the matter. With that, Ms. Ross asked for a motion to move out of Executive Session.

Mr. Walsh made a motion to move out of Executive Session and move to open session at 11:28 a.m., second by Mr. Berger; an individual roll call resulted in Mr. Berger voting yes, Ms. Riordan voting yes, Mr. Walsh voting yes and Ms. Ross voting yes.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Notice

**Bourne Affordable Housing Trust Meeting
Monday, October 15, 2012
3:30PM
Lower Conference Room
Bourne Town Hall
24 Perry Ave
Buzzards Bay, MA 02532**

Agenda:

1. Review minutes of previous meeting
2. Vote to enter executive session to discuss acquisition of real estate properties in Bourne for the purpose of building or preserving affordable homes.
3. Vote to return to open session
4. Discussion of design criteria for next round of affordable homes
5. Affordable Housing Specialist's update
6. Discussion of future agenda items

Kerry Horman,

Affordable Housing Specialist

2012 OCT 11 AM 11 42
TOWN CLERK'S OFFICE
BOURNE, MASS

Bourne Affordable Housing Trust
Minutes
October 15, 2012

2015 JAN 8 AM 8 26

Meeting Location: Lower Conference Room, Bourne Town Hall, 24
Buzzards Bay, Massachusetts

TOWN CLERK'S OFFICE
24 PERRY AVENUE
BOURNE, MASS

Trustees Present: Chairperson, Susan Ross, Stephen Walsh, Judith Riordan, Lee Berger,
Peter Meier

Trustees Absent: None

Others Present: Affordable Housing Specialist, Kerry Horman and Dolores
Consoletti, Administrative Support

Meeting called to order at 3:30 a.m. by Chairperson, Susan Ross.

Chairperson Ross opened the meeting and asked the members to review the minutes from the previous meeting. A motion was made by Mr. Berger, second by Ms. Riordan to approve the minutes of the August 24, 2012 meeting; the motion passed with all trustees voting in the affirmative.

Ms. Ross suggested they skip to the fourth agenda item to give Mr. Meier additional time to arrive.

Mr. Horman presented the quotes from three engineering firms: Bracken, JC Engineering, and Warwick & Associates. Mr. Horman informed the committee the Bracken proposal arrived late. Ms. Ross asked if it was a published invitation to bid that had to be in by a specific date. Mr. Horman stated it was. He stated he spoke with Kathleen O'Donnell and she said the committee didn't have to stick with that. If the committee wanted to accept Bracken's bid, they could. Ms. Ross asked if JC Engineering was the company they used last time. Mr. Horman confirmed they were. Ms. Riordan stated she thought they had some difficulties with them and Mr. Horman confirmed he had difficulties getting things from them on time. He also felt the report on-the Maple Street property was a little high. They brought two principal engineers out and charged for them. Mr. Horman stated he asked each company to break out the bid so that if the perk test came up bad, they could stop at that point. The Bracken quote assumes the town would waive the \$100 fee for the perk test. He wasn't sure if the JC bid included the town fee or not. Warwick included the town fee. Mr. Berger offered that they forget Bracken since they were late and came in considerably higher than the other two. Between the other two, JC Engineering and Warwick, there was only a difference of \$190. He asked if the other two were the same proposals. Ms. Ross stated that JC has been late and hard to work with a couple of times. She thought Warwick would be way higher and was surprised they weren't, and felt they were very good. Mr. Horman added the \$1,000 retainer was for JC not Warwick as indicated on the spreadsheet. Mr. Walsh asked about the places where they were likely to get hit with extras. He asked about

items not included in the proposals and would be billed out, such as changes to the plans. He pointed to Warwick's proposed additional costs that may be incurred for changes in the plan. For example, if the design of the house changes or they need to move the system, would there be additional charges. Mr. Berger asked where it stated that JC wouldn't charge for changes to the design. It was determined they both would charge for changes. Mr. Horman offered he would like to pick a company that could be used over the next few years any time they had engineering questions. Ms. Riordan stated she had seen Bracken used many times at the Board of Appeals by repeat customers and she has done business with Warwick and they were excellent. Mr. Berger agreed. After much discussion, Mr. Berger made a motion to accept the Warwick proposal as submitted with the clarification of what is included in Site and Septic Layout Plan and Design, second by Ms. Riordan, unanimous vote of the members. Mr. Horman was asked to clarify with Warwick what would be included and what would be considered additional charges.

Mr. Horman presented the next agenda item, Affordable Home Development Process and Actions. He met with Ms. Moore regarding the three lots the Trust was looking at. Ms. Moore went through each lot, took the side lot requirements and figured out where they could put a building. She then put a "building envelope" on each lot showing where the building could be placed. She also went through the non-conforming lot ordinance and checked for wetlands and flood plane. She then went through the individual lots and checked off that everything fit under the regulations. Ms. Moore wasn't sure if they needed to go through the special permit process or not for Old Plymouth Road. Mr. Horman stated he would find out later today. Mr. Horman stated Maple Street was under a purchase and sales agreement and Ms. Moore went through the same check list. It is out of the flood plane and has no wetland issues. The only issue that both these lots have is they are within the water district boundaries that have more stringent requirements. Both of these lots are out of the critical zone but are still in the area. The town is not as stringent on the number of bedrooms in this area.

Mr. Horman stated he would like to do a title search before any money is spent on engineering. He felt it was better to do it before going through the process and then find there is a problem with the title and wasting the money. Ms. Ross stated that Ms. Moore indicated that Old Plymouth Road had two title searches done and there wasn't a need to do another one. The other two lots would have to have title searches done. Mr. Horman would like to do the title search before the perk test. Mr. Berger offered that if there was a problem with the title, the seller has to fix it. They have to offer clear title. If they don't fix it, in the P&S we have the right to fix it and reduce the cost in the offer price. Mr. Horman stated the next steps after the purchase and sale would be to go into the Central Register under "Unique Characteristics". It is a process that needs to be completed for a public entity to buy these lots. His suggestion is P&S, title search on those other two lots, and then Central Register, after 30 days have the perk test done. While that is being done, they could put together the documents for an RFP for developers.

The committee broke at 10:43 a.m. so Mr. Horman could call Mr. Meier.

The meeting resume at 10:49 a.m. with Mr. Horman unable to reach Mr. Meier.

Mr. Horman presented the next agenda item the Housing Specialist's Report (see attached report). He stated the USDA Housing Rehab program is going well. They have 5 applicants and four specs out for bid. Mr. Horman advised the committee they were out of inventory. They have one two-bedroom coming in. The problem with the resales is the interest rates are so low they are skewing the resale price. Ms. Ross explained that because of the formula and interest rates, a two-bedroom would go for \$217,000 and for that or a little more, an applicant can buy a house on the open market without a deed restriction. It falls under affordable but the people who are doing it can't afford \$217,000. Mr. Berger asked if they should think about changing the formula. Ms. Ross stated they should always use the Universal Deed Rider. Mr. Berger asked if they would run into the same problem using it and Mr. Horman said they would. Ms. Ross indicated the Universal Deed Rider is the one accepted by the banks. Mr. Horman stated the USDA would not accept any new deed riders and HUD won't accept the principal of any deed rider.

Ms. Ross asked if they should move to Executive Session. A motion was made by Mr. Berger and second by Ms. Riordan to enter into Executive Session to discuss negotiations, an individual role call resulted in Mr. Berger voting yes, Ms. Riordan voting yes, Mr. Walsh voting yes and Ms. Ross voting yes.

The members moved to Executive Session at 10:59 a.m.

At the end of Executive Session, Mr. Walsh made a motion to move out of Executive Session and move to open session at 11:28 a.m., second by Mr. Berger, an individual role call resulted in all affirming the motion individually.

Ms. Riordan made a motion to adjourn at 11:37 a.m., Mr. Walsh second, unanimous vote of the members.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Bourne Affordable Partnership Meeting
Minutes
November 15, 2012

2013 OCT 10 PM 3 35

TOWN CLERK'S OFFICE:
BOURNE, MASS

Meeting Location: Bourne Housing Authority Offices, 871 Shore Road, Pocasset, Massachusetts

Members Present: Chairperson, Susan Ross, Albert Hill, Frances Anderegg, Coreen Moore, Barbara Thurston

Members Absent: None

Others Present: Sharon Gay, Community Development Consultant and Dolores Consoletti, Administrative Support

Others Absent: Kerry Horman, Affordable Housing Specialist

Meeting called to order at 5:07 p.m. by Chairperson, Susan Ross

Chairperson Ross opened the meeting and asked the members to review the minutes from the previous meeting. Ms. Moore asked for some minor changes to the minutes. A motion was made by Ms. Thurston, second by Mr. Hill to approve the minutes of the September 25, 2012 meeting as amended; the vote was unanimous.

Ms. Moore presented the next agenda item regarding the Waiver for 29 Canal View Road. She informed the members the bid to put in new ceilings came in higher than expected. She stated the bid came in at \$8,000. She explained when the homeowner originally raised the ceiling, they created more wall area and the original estimate only looked at the ceiling, not the additional wall space. Cape Compact will do the insulation. The homeowner is going to paint it herself in order to keep the costs down, but they have to do additional framing, secure and reinforce the strapping to bring it all into code. After some discussion, a motion was made by Ms. Thurston to increase the grant to \$8,000, second by Ms. Anderegg, the vote was unanimous. Mr. Hill asked if we have an arbitrator to check the bids and verify the costs. Ms. Moore stated they have Jean Stanley who is the Rehab Manager and a Rehab Specialist, John Sarri.

Ms. Gay presented the next agenda item; Target Area and Windshield Survey for the FY13 Community Development Fund Program. She informed the members that she, Ms. Moore and Ms. Adkins-Perry, Engineering Technician for the Town, looked at the information to expand the target area to Monument Beach. Ms. Moore and Ms. Adkins-Perry did an analysis of the entire town by neighborhood and by census track breakdowns. They looked at the median income and the 2012 assessed value of the homes in the area. Based on the information, they felt the South Sagamore area should be included in the Target Area. Ms. Gay stated they came to that conclusion based on the income levels and also the lower property values; there is also a higher percentage of older homes there. Ms. Gay indicated

she was concerned about the bonus points for the application. She explained the application is scored like an exam and you need to get the highest score possible and one way to get bonus points is to have two activities in your target areas. Last year we had the Buzzards Bay target area and the Continental Apartments project, so we got our bonus points. Ms. Gay received a phone call from DHCD at which time she asked if we would be still eligible for the bonus points if the two target areas were disjointed (Buzzards Bay and south Sagamore Beach). Unfortunately they said no; if we were going to have a disjointed target area we needed to have two activities in each area to get the bonus point. Ms. Gay feels we need to have the bonus points to stay competitive. She suggested staying with the Buzzards Bay target area and Ms. Moore suggested expanding it slightly. Ms. Moore stated that after looking at the numbers in the Hideaway area, she felt it would be a good addition because it would bring in the Bayhead Shores area which had a lot of low value properties as does Hideaway. She suggested the target area continue up Head of the Bay and cross over to Plymouth Lane, up to the town lines and down to Wareham and then back to the borders of the town. If we expand the area we would have more people to choose from to meet our numbers. Ms. Ross asked if the Continental Apartments was going to be our second project again. Ms. Moore stated that it wasn't, that the Sign and Façade Program would be our second project for next year. After some discussion, Mr. Hill made a motion to accept the expanded target area as shown on Map dated November 15, 2012 by Bourne Planning Department, second by Ms. Anderegg, the vote was unanimous.

Ms. Moore presented the next agenda item; Windshield Survey for the FY13 Community Development Fund Program. Ms. Moore presented potential survey areas to the members. Ms. Moore indicated they would put the packets together and would assign the area for each member to survey. Ms. Gay stated that last time they did 1/3 of the units in the target area, (748 units and they surveyed 267). She indicated that overall it had to be 30% and they could count the ones they did last time. The members indicated they were ready to conduct the surveys. Ms. Ross clarified that they only needed to complete the forms and take pictures of the outside of the units. Ms. Moore told the members to let her know what day they would be conducting the surveys and she would let the police know to avoid any issues. Ms. Ross said she would email the members sometime after Thanksgiving when the packets were ready to be picked up.

Ms. Gay presented the next agenda item; FY13 Block Grant. The deadline for the grant has been extended to February 15, 2013. Ms. Moore stated they were having a public forum for it. She stated they would have it as an agenda item during the Planning Board Meeting to avoid the necessity of having a separate meeting. It will be placed in the paper and the meeting will be December 13, 2012 at 7:00 p.m. at the Bourne Memorial Community Center. Ms. Gay stated there would be a formal public hearing on the application itself, the date hasn't been set yet. She stated that she and Ms. Moore would be meeting with the Main Street Steering Committee next Monday. There is going to be a workshop for the downtown business owners to let them know about what has been. They were hoping to do four or five buildings for the Storefront Program but she felt that was very ambitious and said it was more realistic to do three or four. Ms. Moore agreed that three was a more realistic number. Ms. Ross asked if this program was income based and Ms. Gay state it wasn't. She stated

there were two national objectives to the program: one was to assist low to moderate income levels and the other was to eliminate slums and blight, to help areas that are deteriorating.

Ms. Ross presented the next agenda item; Affordable Housing Specialist Report (report attached). Ms. Ross gave the members an update on the Trust activities.

Ms. Ross asked if anyone had any future agenda items. Seeing none, Ms. Ross asked for a motion to adjourn. Mr. Hill made said motion at 5:51 p.m., second by Ms. Thurston, unanimous vote of the members.

Respectfully submitted,

Dolores Consoletti
Administrative Support

To: Town Clerk's Office

From: Kerry Horman

Re: Please post the following meeting. I will email agenda to everyone on our Board.

2012 DEC 3 AM 9 02
TOWN CLERK'S OFFICE
BOURNE, MASS

Affordable Housing Partnership Committee

NOTICE OF PUBLIC MEETING

For the

Community Development Strategy

The Town of Bourne, Affordable Housing Partnership will hold a public meeting on

Thursday – December 13, 2012 at 7:00 p.m.

(Note this meeting will be an item on the Bourne Planning Board Agenda)

Bourne Memorial Community Building

239 Main St. Buzzards Bay

The purpose of the meeting will be to provide information and receive public comment on the Town's Community Development Strategy including identifying potential target areas for eligible community development activities including but not limited to housing rehabilitation, storefront façade and signage, transportation, infrastructure improvements, social services, economic development, and improvements to public housing facilities and other public facilities and services.

The Town wishes to encourage local citizens to attend the informational meeting, where any person or organization wishing to be heard will be afforded the opportunity.

Town of Bourne Bourne Housing Partnership

Thank You,

Kerry Horman, Affordable Housing Specialist

Notice

Bourne Affordable Housing Trust Meeting

Thursday December 20, 2012

4:30PM

Lower Conference Room

Bourne Town Hall

24 Perry Ave

Buzzards Bay, MA 02532

2012 DEC 17 AM 10 02

TOWN CLERK'S OFFICE
BOURNE, MASS

Agenda:

1. Review minutes of previous meeting
2. Vote to enter executive session to discuss acquisition of real estate properties in Bourne for the purpose of building or preserving affordable homes.
3. Vote to return to open session
4. Affordable Housing Specialist's update
5. Discussion of future agenda items

Kerry Horman,

Affordable Housing Specialist

Bourne Affordable Housing Trust
Minutes of Executive Session Meeting
December 20, 2012

Meeting Location: Lower Conference Room, Bourne Town Hall, 24 Perry Avenue,
Buzzards Bay, Massachusetts

Trustees Present: Chairperson Susan Ross, Stephen Walsh, Lee
Berger, Peter Meier

Trustees Absent: Judith Riordan

Others Present: Jack Landers-Cauley, Engineer from Warwick Associates, Affordable
Housing Specialist, Kerry Horman and Dolores Consoletti,
Administrative Support

2015 JAN 8 AM 8 26
TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting opened at 4:46 p.m.

Mr. Horman informed the members the percs were completed on the properties and Mr. Landers-Cauley was the engineer from Warwick who oversaw the percs. Old Plymouth and Maple Street perced fine. Mr. Landers-Cauley told the members that while Maple Street perced, a lot of that lot was fill and would present a challenge. It is still a question as to how much is actually fill. He stated that depending on how much was fill, there could be a higher excavation cost. Title V requires removal the fill. The system would have to be placed in the front yard which would push the house further back on the lot. To get around that you would have to excavate and put in a walk out basement to utilize the backyard. The additional cost to excavate it and get rid of it would be about \$4 a yard.

Mr. Meier joined the meeting at 4:51 p.m.

Mr. Landers-Cauley went on to talk about Thom Avenue. Mr. Walsh said the third perc hole perced fine at the site but when they received a letter from Warwick it stated none of the holes proved fine. Ms. Cynthia Coffin, Town Health Agent, explained in an email to Mr. Walsh that the last hole perked but the percable material was 8-9 feet down and would require additional excavation. The original estimated additional cost of \$5,000 would not cover the additional excavation Mr. Walsh believed. Mr. Landers-Cauley stated due to the elevation of the lot and the lot flooding, he could not recommend having a full basement and that it would require a crawl space. After much discussion regarding the additional costs involved in developing this lot Mr. Berger made a motion, second by Mr. Walsh to send a letter to the owner of the lot that the perk test proved unsatisfactory, an individual role call resulted in Mr. Meier voting yes, Mr. Berger voting yes, Mr. Walsh voting yes and Ms. Ross abstaining.

Ms. Ross asked for a motion to move out of Executive Session and return to open session.

Mr. Berger made a motion to move out of Executive Session and move to open session at 5:16 p.m., second by Mr. Meier; an individual role call resulted in Mr. Meier voting yes, Mr. Berger voting yes, Mr. Walsh voting yes and Ms. Ross voting yes.

The members moved back into Executive Session at 5:24 p.m.

A motion was made by Mr. Meier, second by Mr. Berger to approve the minutes of the October 15, 2012 Executive Session, an individual role call resulted in Mr. Meier voting yes, Mr. Berger voting yes, Mr. Walsh voting yes, and Ms. Ross voting yes.

Ms. Ross asked for a motion to move out of Executive Session and return to open session.

Mr. Berger made a motion to move out of Executive Session and move to open session at 5:25 p.m., second by Mr. Meier; an individual role call resulted in Mr. Meier voting yes, Mr. Berger voting yes, Mr. Walsh voting yes and Ms. Ross voting yes.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Bourne Affordable Housing Trust

Minutes

December 20, 2012

2015 JAN 8 AM 8 26

TOWN CLERK'S OFFICE

Meeting Location: Lower Conference Room, Bourne Town Hall, 24 Perry Avenue, Buzzards Bay, Massachusetts

Trustees Present: Chairperson, Susan Ross, Stephen Walsh, Lee Berger, Peter Meier

Trustees Absent: Judith Riordan

Others Present: Jack Landers-Cauley, Engineer from Warwick Associates, Affordable Housing Specialist, Kerry Horman and Dolores Consoletti, Administrative Support

Meeting called to order at 4:33 p.m. by Chairperson, Susan Ross.

Ms. Ross asked members to review the minutes of the October 15, 2012 regular meeting. After review of the minutes, a motion was made by Mr. Berger, second by Mr. Walsh to approve the minutes of the October 15, 2012 meeting; unanimous vote of the members.

Ms. Ross then asked members to skip to Agenda item #4, Affordable Housing Update, to give Mr. Meier time to arrive at the meeting. Mr. Horman showed the one page advertisement for the Housing Rehab Program that was posted on the Council on Aging bulletin board. At the next meeting, Mr. Horman stated he would like to present options for marketing including a mass mailing to the town of Bourne. Mr. Horman informed the members that the Housing Rehab program was going well and they had two that were done and two that are about to start construction. The Housing Partnership completed the windshield survey necessary for the Block Grant. The application, which will include extended housing rehab territory and downtown revitalization, will be at the January 10, 2013 meeting which is the same night the Trust will hold a meeting for a special permit for the Maple Street lot.

Mr. Horman told the members that they didn't have any inventory at this time. He is working with one applicant who is looking to buy if a resale comes up. At the present time, there is nothing on the market for resales. Canal Crossing is still having problems with the owners taking over the management of the condos. Until that happens, nothing can be sold.

Mr. Berger informed the members that they are planning to convert the Cody School into affordable housing. There are 58 units that all will be affordable for 55 years of age and over.

Ms. Ross asked for a vote to move into Executive Session. A motion was made by Mr. Berger and second by Mr. Walsh to enter into Executive Session to discuss real estate issues; an individual role call resulted in Mr. Walsh voting yes, Mr. Berger voting yes, and Ms. Ross voting yes.

The members moved to Executive Session at 4:46 p.m.

At the end of Executive Session, Mr. Berger made a motion, second by Mr. Meier to move out of Executive Session and to move to open session at 5:16 p.m.; an individual role call resulted in all affirming the motion individually.

Mr. Horman asked the members to sign the extension to the P&S for Maple Street. All members proceeded to sign the document.

Ms. Consoletti told the members they had not approved the minutes of the last Executive Session Meeting on October 15, 2012. There was consensus they would approve them at the next meeting.

Mr. Horman asked the members for suggestions how they should go about getting more lots. After some discussion, it was agreed that Mr. Horman should use the tax base to send letters out to owners of undersized lots. Mr. Horman would talk to Ms. O'Donnell regarding any potential legal issues.

Mr. Horman asked if the members wanted to go back into Executive Session to approved the minutes from the October 15,2012 Executive Session Meeting.

Ms. Ross asked for a vote to move into Executive Session. A motion was made by Mr. Berge, second by Mr. Meier to enter into Executive Session to approve the minutes; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Mr. Berger voting yes and Ms. Ross voting yes.

The members moved to Executive Session at 5:24 p.m.

At the end of Executive Session, Mr. Berger made a motion, second by Mr. Meier to move out of Executive Session and moved to open session at 5:25 p.m.; an individual role call resulted in all affirming the motion individually

Mr. Berger made a motion, second by Mr. Meier to adjourn at 5:28 p.m.; unanimous vote of the members.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Amended

Town of Bourne Meeting Notice

2012 JAN 24 PM 12:43

Board: Board of Assessors

TOWN CLERK'S OFFICE
BOURNE, MASS

Date & Time: Thursday, January 26, 2012 at 4:00 p.m.

Place: Town Hall-Upstairs Conference Room

Agenda: Abatements:

Richard Gagner	260 MacArthur Blvd
Martin Raynor	17 Buttermilk Way
David Forget	26 Oakley Ave
Mitchell Sthika	892 Shore Rd
Kasey Forbes	51 Canal St Unit 19
Stop & Shop	170 Clay Pond Rd
McDonald's	370 MacArthur Blvd
Judith Gabriel	21 Cove Ln
Anne Camille Maher	594 Circuit Ave
Thomas Armstrong	18F Nautical Way
Leandre Soucy	31 Beach St
Michael Kachadoorian	0 Scenic Highway
Thomas Roy	16 Ships Way
Randy Lively	14 Holly Circle
Captains Engineering	11 Puritan Rd
Margaret King	199 Herring Pond
Dana Harding	0 Harding Ln
PNC Equipment	Various
Tan Your Hide	4-8 Barlows Landing Rd
Joseph Agrillo	60 County Rd
Rainbow Chinese	1 Factory Outlet Rd
CVS	6 Head of the Bay Rd
Kathleen Zamsgni	11 Plaza Ln
Nancy Burke	880 Head of the Bay Rd
John Graci	15 Long Hill Rd
Pam Soucy	262 Main St
Claire Martinez	119 Puritan Rd
Richard Kretschmer	18 Quamhasset Rd
Robert O'Brien	51 Tara Terrace
Cheryl Fleming	22A Thompson
Joseph Palumbo	61 Harbor Dr

Matthew Toy	892 Sandwich Rd
Donald Cox	808 MacArthur
Jones	1 Factory Outlet Rd
Paul Christerson	64 Norris Rd
Ronald Matheson	7 Wolf Rd
Gaylord Realty	23 Carlton Rd
Anthony Vieira	25B Main St
Regina Creeco	211 Wings Neck Rd
Trudy Brown	260 MacArthur Blvd
Paula Gilpin	22 Deacons Lane

Town of Bourne Meeting Notice

2012 JAN 23 PM 3 56

TOWN CLERK'S OFFICE
BOURNE, MASS

Board: Board of Assessors

Date & Time: Thursday, January 26, 2012 at 4:00 p.m.

Place: Town Hall-Upstairs Conference Room

Agenda: Abatements:

Richard Gagner	260 MacArthur Blvd
Martin Raynor	17 Buttermilk Way
David Forget	26 Oakley Ave
Mitchell Sthika	892 Shore Rd
Kasey Forbes	51 Canal St Unit 19
Stop & Shop	170 Clay Pond Rd
McDonald's	370 MacArthur Blvd
Judith Gabriel	21 Cove Ln
Anne Camille Maher	594 Circuit Ave
Thomas Armstrong	18F Nautical Way
Leandre Soucy	31 Beach St
Michael Kachadoorian	0 Scenic Highway
Thomas Roy	16 Ships Way
Randy Lively	14 Holly Circle
Captains Engineering	11 Puritan Rd
Margaret King	199 Herring Pond
Dana Harding	0 Harding Ln
PNC Equipment	Various
Tan Your Hide	4-8 Barlows Landing Rd
Joseph Agrillo	60 County Rd
Raimbow Chinese	1 Factory Outlet Rd
CVS	6 Head of the Bay Rd
Kathleen Zamsgni	11 Plaza Ln
Nancy Burke	880 Head of the Bay Rd
John Graci	15 Long Hill Rd
Pam Soucy	262 Main St
Claire Martinez	119 Puritan Rd
Richard Kretschmer	18 Quamhasset Rd
Robert O'Brien	51 Tara Terrace

Town of Bourne Meeting Notice

2012 FEB 28 AM 10 47

Board: Board of Assessors

TOWN CLERK'S OFFICE
BOURNE, MASS

Date & Time: Thursday, March 1, 2012 at 4:00 p.m.

Place: Town Hall-Upstairs Conference Room

Request letter for transfer of overlay surplus funds from Town Administrator

Agenda: Abatements:

Deborah Walsh	3 Bittersweet Lane
Andrew Chase	0 Bassetts Island
Marjorie Howard	15 Clark Road
110 State Road	110 State Road
Robert Handy	1315 County Road
Dell Financial	Various
Diane Durr	4 Nuovo Drive
Anthony Prevett	12 Chauncey Way
James Lavelle	623 Head of the Bay Road
Eugene Witcher	280 Barlows Landing Road
Maura Cutter	21 Wallace Point Road
George Jenkins	219 South Road
John Landry	36 Baxendale Road
Lewis Perry	54 Bournedale Road
Robert Heede	4 Abo Circle
Evelyn Wall	99 Lewis Point Road
Adrian Zaccaria	87 Monument Neck Road
Shawn Jorde	136 Wings Neck Road
Isabel Cunningham	44 Cotuit Road
Richard Record	29 Buttermilk Way
Ronald Snell	27 Pinehurst Drive
O. Stuart Chase	0 Bassetts Island
Dolores York	20 Squeteague Harbor Road
Jin Xia	51 Canal Street #9
David MacCready	158 North Road
Scott Bousquet	22 Jillian Drive
Young Chang	5 Mary M Circle
	64 Williston Road

Joseph Tracy	4 Applewood Court
John Sands	6 Scotch House Cove
Helen Barbato	25 Spruce Drive
William Traphagen	1 Juniper Lane
James McMahon	14 Canal View Road
Jaime Barry	27 Noreast Drive
Anthony Yacino	3 Lewis Point Way
Laura Schwegal	61 Lewis Point Road
Vilija Leseinskis	46 Mirasol Drive
Philip Levine	55 Portside Drive
Brookside Residential	92 Brookside Road
	94 Brookside Road
Robert Cavanagh	4 & 6 Anne Lane

Town of Bourne Meeting Notice

Board: Board of Assessors

Date & Time: Thursday, March 1, 2012 at 4:00 p.m.

Place: Town Hall-Upstairs Conference Room

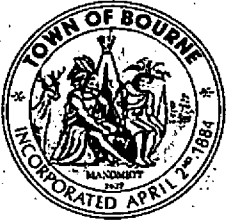
Agenda: Abatements:

2012 FEB 15 AM 10 50

TOWN CLERK'S OFFICE
BOURNE, MASS

Deborah Walsh	3 Bittersweet Lane
Andrew Chase	0 Bassetts Island
Marjorie Howard	15 Clark Road
110 State Road	110 State Road
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Shawn Jorde	136 Wings Neck Road
Isabel Cunningham	44 Cotuit Road
Richard Record	29 Buttermilk Way
Ronald Snell	27 Pinehurst Drive
O. Stuart Chase	0 Bassetts Island
Dolores York	20 Squeteague Harbor Road
Jin Xia	51 Canal Street #9
David MacCready	158 North Road
Scott Bousquet	22 Jillian Drive
Young Chang	5 Mary M Circle
	64 Williston Road
Joseph Tracy	4 Applewood Court
John Sands	6 Scotch House Cove
Helen Barbato	25 Spruce Drive

William Traphagen	1 Juniper Lane
James McMahon	14 Canal View Road
Jaime Barry	27 Noreast Drive
Anthony Yacino	3 Lewis Point Way
Laura Schwegal	61 Lewis Point Road



TOWN OF BOURNE

Board of Assessors

24 Perry Avenue

Buzzards Bay, MA 02532

(508) 759-0600 • Fax (508) 759-8026



J. Malcolm Whitney, MAA, Chairman
Priscilla A. Koleshis, Clerk
Anne Ekstrom, Member

TOWN CLERK'S OFFICE
BOURNE, MASS

Donna L. Barakauskas, MAA,
Principal Assessor

The Board of Assessors held their regularly scheduled meeting on March 1, 2012 in the Town Hall. Present were Chairman J. Malcolm Whitney, Clerk Priscilla Koleshis, member Anne Ekstrom and Principal Assessor, Donna Barakauskas.

The Board reviewed the minutes of the January 26th meeting. Upon motion, individually, by Ms. Koleshis and seconded by Ms. Ekstrom, the vote being unanimous to accept the minutes of the January 26th meeting.

The Board received letter from the Bourne Water District Commissioners requesting a transfer from Overlay Reserve Account to the Overlay Surplus Account. The Board voted to transfer the sum of \$4,374 from the Overlay Reserve to Overlay Surplus for fiscal years prior to 2005.

The Board reviewed and signed forty (41) abatement applications.

Respectfully submitted,

Donna L. Barakauskas
Principal Assessor

Town of Bourne Meeting Notice

2012 MAR 7 AM 11 29

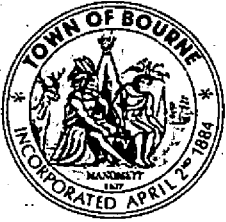
TOWN CLERK'S OFFICE
BOURNE, MASS

Board: Board of Assessors

Date & Time: Friday, March 16, 2012 at 9:00 a.m.

Place: Town Hall-Upstairs Conference Room

Agenda: Meeting with:
William Gosselin 9:15a.m.
Thomas Donovan 10.00a.m.



TOWN OF BOURNE

Board of Assessors

24 Perry Avenue

Buzzards Bay, MA 02532

(508) 759-0600 Ext. 510 Fax (508) 759-8026



J. Malcolm Whitney, MAA, Chairman
Priscilla A. Koleshis, Clerk
Anne Ekstrom, Member

2012 APR 5 AM 10 31

TOWN CLERK'S OFFICE
BOURNE, MASS

Donna L. Barakauskas, MAA,
Principal Assessor

The Board of Assessors held their regularly scheduled meeting on March 16, 2012 in the Town Hall. Present were Chairman J. Malcolm Whitney, Clerk Priscilla Koleshis, member Anne Ekstrom and Principal Assessor, Donna Barakauskas.

The Board met with William Gosselin who requested a review of his applications for abatement for 73 and 92 Lewis Point Road. Mr. Gosselin presented his case and the Board will take it under advisement.

The Board met with Thomas Donovan who requested a review of his applications for abatement for 9-11, 20, 31 & 32 Jonathan Bourne Drive, 11 Cranberry Highway, 3, 5 & 6 Colonel Drive and 5 & 6 Benjamin Nye Circle. Mr. Donovan presented his case and the Board requested that Janet Black, Assistant Assessor meet with Mr. Donovan to review his leases for the properties he is appealing.

Respectfully submitted,

Donna L. Barakauskas
Principal Assessor

TOWN OF BOURNE MEETING NOTICE

2012 MAR 30 AM 9 18

TOWN CLERK'S OFFICE
BOURNE, MASS

BOARD: BOARD OF ASSESSORS
DATE AND TIME: Wednesday, April 4, 2012 at 4:00 P.M.
PLACE: Town Hall
AGENDA: Abatements

Jeffrey Robbins	38 Harrison Ave.
	34 Harrison Ave.
	33 St. Margarets St
Gregg Gilmore	95 Jefferson Rd.
Regina Russell	12 Robinson Rd.
Mashnee Island Gr	0 Mooring Rd.
Laura Wallace	56 Megansett Rd.
Gregory Leach	78 & 82 Lewis Point Rd.
Animal Rescue	55 Megansett Rd.
	96 Megansett Rd.
	0 Lawrence Island
Gail Maibaum	53 Pine Ridge Rd.
Michael Cubellis	87 Lewis Point Rd.
John Riha	51 Mirasol Dr.
John Cahir	13A River Rd.
Fiddlers Green	53 MacArthur Blvd.
	0 Sandwich Rd.
	4 Bourne Rotary
	0 Sandwich Rd.
Patricia Dibella	101 Red Brook Harbor Rd.
Scott Bloomfield	125 Puritan Rd.
Barbara Sanders	30 Rice Ave.
Masreal Co.	44 Meetinghouse Lane
William Ribich	213 Scraggy Neck Rd.
	215 Scraggy Neck Rd.
Margaret Mosher	9 Carl Gardner
Geert Wijntjies	27 Beverly Rd.
St. Peters Church	167 Main St.
Paul D'Angelo	5 Main St.
Thomas Gillis	380 Barlows Landing
George Scharr	522 MacArthur Blvd.
Karen Baffa	33 Roundhouse
Compass Bank	30 Barlows Landing Rd

JVJ LLC	160 MacArthur Blvd.
Drake Behrakis	170 Clay Pond Rd.
Nubar Hagopian	18 Scotchhouse Cove Lane
Paul Gammell	100 Cedar Point Rd.
Alas Realty Tr	36 Holt Rd.
Elizabeth Harris	21 Hunters Brook Rd.
Paul Weiner	460 Wings Neck Rd.
Barbara Angle	49 Maryland Ave.
Robert Donovan	516 Williston Rd.
David Ricci	4 Quiet Cove Lane
Speedwash	267 Main St.
Kathryn McLellan	86 Brookside Rd.
Kim Daniels	82 Brookside Rd.

TOWN OF BOURNE MEETING NOTICE

BOARD: BOARD OF ASSESSORS

DATE AND TIME: Wednesday, April 4, 2012 at 4:00 P.M.

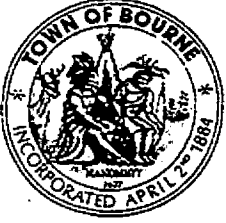
PLACE: Town Hall

AGENDA: Abatements

2012 APR 4 AM 9 34
TOWN CLERK'S OFFICE
BOURNE, MASS

William Gosselin	92 Lewis Point Rd.
	73 Lewis Point Rd.
Jeffrey Robbins	38 Harrison Ave.
	34 Harrison Ave.
	33 St. Margarets St
Gregg Gilmore	95 Jefferson Rd.
Regina Russell	12 Robinson Rd.
Mashnee Island Gr	0 Mooring Rd.
Laura Wallace	56 Megansett Rd.
Gregory Leach	78 & 82 Lewis Point Rd.
Animal Rescue	55 Megansett Rd.
	96 Megansett Rd.
	0 Lawrence Island
Gail Maibaum	53 Pine Ridge Rd.
Michael Cubellis	87 Lewis Point Rd.
John Riha	51 Mirasol Dr.
John Cahir	13A River Rd.
Fiddlers Green	53 MacArthur Blvd.
	0 Sandwich Rd.
	4 Bourne Rotary
	0 Sandwich Rd.
Patricia Dibella	101 Red Brook Harbor Rd.
Scott Bloomfield	125 Puritan Rd.
Barbara Sanders	30 Rice Ave.
Masreal Co.	44 Meetinghouse Lane
William Ribich	213 Scraggy Neck Rd.
	215 Scraggy Neck Rd.
Margaret Mosher	9 Carl Gardner
Geert Wijntjies	27 Beverly Rd.
St. Peters Church	167 Main St.
Paul D'Angelo	5 Main St.
Thomas Gillis	380 Barlows Landing
George Scharr	522 MacArthur Blvd.
Karen Baffa	33 Roundhouse

Compass Bank	30 Barlows Landing Rd
JVJ LLC	160 MacArthur Blvd.
Drake Behrakis	170 Clay Pond Rd.
Nubar Hagopian	18 Scotchhouse Cove Lane
Paul Gammell	100 Cedar Point Rd.
Alas Realty Tr	36 Holt Rd.
Elizabeth Harris	21 Hunters Brook Rd.
Paul Weiner	460 Wings Neck Rd.
Barbara Angle	49 Maryland Ave.
Robert Donovan	516 Williston Rd.
David Ricci	4 Quiet Cove Lane
Speedwash	267 Main St.
Kathryn McLellan	86 Brookside Rd.
Kim Daniels	82 Brookside Rd
Paul Meaney	56 Fairview Rd.
Cynthia Longstaff	360 Scraggy Neck Rd



TOWN OF BOURNE

Board of Assessors

24 Perry Avenue

Buzzards Bay, MA 02532

(508) 759-0600 Ext. 510 ♦ Fax (508) 759-8026



J. Malcolm Whitney, MAA, Chairman
Priscilla A. Koleshis, Clerk
Anne Ekstrom, Member

Donna L. Barakauskas, MAA,
Principal Assessor

The Board of Assessors held their regularly scheduled meeting on April 4, 2012 in the Town Hall. Present were Chairman J. Malcolm Whitney, Clerk Priscilla Koleshis, member Anne Ekstrom and Principal Assessor, Donna Barakauskas.

The Board reviewed the minutes of the March 1st and March 16th meeting. Upon motion, individually, by Ms. Koleshis and seconded by Ms. Ekstrom, the vote being unanimous to accept the minutes of the March 1st and March 16th meeting.

The Board reviewed and signed fifty-two (52) abatement applications. Attached is the record of the 52 abatements showing the Assessors action for each abatement. The Board members signed the abatements with the exception Mr. Whitney did not vote to deny abatement applications for William Gosselin of 73 and 92 Lewis Point Road and did not vote on 49 Maryland Avenue; Ms. Ekstrom did not vote on 82 and 86 Brookside Road.

Respectfully submitted,

Donna L. Barakauskas
Principal Assessor

2012 MAY 2 PM 4 20

TOWN CLERK'S OFFICE
BOURNE, MASS

Town of Bourne Meeting Notice

Board: Board of Assessors

2012 APR 24 AM 10 09

Date & Time: Monday, April 30, 2012 at 9:00 AM
TOWN CLERK'S OFFICE
BOURNE, MASS

Place: Town Hall-Upstairs Conference Room

Agenda:

Executive Session

Minutes 4/4/2012

Abatements:

Brookside Golf Association	12 Brigadoon Rd 122 Waterhouse Rd 5 Brigadoon Rd 120 Waterhouse Rd
Linear Retail	2 Bourne Bridge Approach
KT Associates LLC	174 Clay Pond Rd
Dassie Matsuoka	825 Scenic Highway
PJ Medeiros	53 Portside Rd
Thomas Carron	62 Roundhouse Rd
Red Brook Harbor Home	0 Nairn Rd
William Ribich	215 Scraggy Neck Rd 51.3/15/15.2
Personal Property Scusset Beach LLC	41 Meetinghouse Ln
Cape Cod Pond Supplies	1220 Route 28A
Brookside Golf Associates	11 Brigadoon Rd 2 Brigadoon
Tropic Tans	180 State Rd

TOWN OF BOURNE MEETING NOTICE

BOARD: BOARD OF ASSESSORS

2012 APR 27 AM 11 04

DATE AND TIME: Monday, April 30, 2012 at 9:00 A.M.

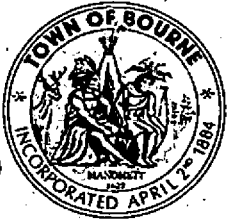
TOWN CLERK'S OFFICE
BOURNE, MASS

PLACE: Town Hall

AGENDA:

Executive Session
Abatements

Brookside Golf Association	12 Brigadoon Rd 122 Waterhouse Rd 5 Brigadoon Rd 120 Waterhouse Rd
Linear Retail	2 Bourne Bridge Approach
KT Associates LLC	174 Clay Pond Rd
Dassie Matsuoka	825 Scenic Highway
PJ Medeiros	53 Portside Rd
Thomas Carron	62 Roundhouse Rd
Red Brook Harbor Home	0 Nairn Rd
William Ribich	215 Scraggy Neck Rd 51.3/15/15.2
Mildred Landers	3 Mystery Lane
Personal Property Scusset Beach LLC	41 Meetinghouse Ln
Cape Cod Pond Supplies	1220 Route 28A
Brookside Golf Associates	11 Brigadoon Rd 2 Brigadoon
Tropic Tans	180 State Rd
Monument Bch Irving	356 MacArthur Blvd.
Groundwater Analytical	228 Main St.



TOWN OF BOURNE

Board of Assessors

24 Perry Avenue

Buzzards Bay, MA 02532

(508) 759-0600 Ext. 510 ♦ Fax (508) 759-8026



Donna L. Barakauskas, MAA,
Principal Assessor

J. Malcolm Whitney, MAA, Chairman
Priscilla A. Koleshis, Clerk
Anne Ekstrom, Member

The Board of Assessors held their regularly scheduled meeting on April 30, 2012 in the Town Hall. Present were Chairman J. Malcolm Whitney, Clerk Priscilla Koleshis, member Anne Ekstrom and Principal Assessor, Donna Barakauskas.

The Board reviewed the minutes of the April April 4th meeting. Upon motion, individually, by Ms. Koleshis and seconded by Ms. Ekstrom, the vote being unanimous to accept the minutes of the April 4th meeting.

The Board reviewed and signed twenty (20) abatement applications. Attached is the record of the 20 abatements showing the Assessors action for each abatement.

Respectfully submitted,

Donna L. Barakauskas
Principal Assessor

2012 SEP 13 PM 1 07
TOWN CLERK'S OFFICE
BOURNE, MASS

2012 SEP 13 PM 1 33

TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA

April 30, 2012

Review and accept minutes 4/4/2012

Executive Session

		Action	Board
Abatements			
Brookside Golf Association	12 Brigadoon Rd	Approved	WIK/E
	122 Waterhouse Rd	Denied	WIK/E
	5 Brigadoon Rd	Denied	WIK/E
	120 Waterhouse Rd	Denied	WIK/E
Linear Retail	2 Bourne Bridge Approach	Denied	WIK/E
KT Associates LLC	174 Clay Pond Rd	Approved	WIK/E
Dassie Matsuoka	825 Scenic Highway	Approved	WIK/E
PJ Medeiros	53 Portside Rd	Approved	WIK/E
Thomas Carron	62 Roundhouse Rd	Approved	WIK/E
Red Brook Harbor Home	0 Nairn Rd	Denied	WIK/E
William Ribich	215 Scraggy Neck Rd	Approved	WIK/E
	51.3/15/15.2	Denied	WIK/E
Mildred Landers	3 Mystery Lane	Approved	WIK/E
Personal Property			
Scusset Beach LLC	41 Meetinghouse Ln	Denied	WIK/E
Cape Cod Pond Supplies	1220 Route 28A	Denied	WIK/E
Brookside Golf Associates	11 Brigadoon Rd	Denied	WIK/E
	2 Brigadoon	Denied	WIK/E
Tropic Tans	180 State Rd	Approved	WIK/E
Monument Bch Irving	356 MacArthur Blvd.	Approved	WIK/E
Groundwater Analytical	228 Main St.	Approved	WIK/E

TOWN OF BOURNE MEETING NOTICE

2012 MAY 23 PM 4 22

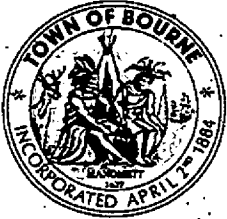
BOARD: BOARD OF ASSESSORS TOWN CLERK'S OFFICE
DATE AND TIME: Thursday, May 31, 2012 at 9:00 a.m. BOURNE, MASS

PLACE: Town Hall

AGENDA: Abatements

Thomas Donovan

3 Colonel Drive
5 Colonel Drive
6 Colonel Drive
32 Jonathan Bourne Drive
9-11 Jonathan Bourne Drive
20 Jonathan Bourne Drive
31 Jonathan Bourne Drive
5 Benjamin Nye Circle
6 Benjamin Nye Circle



TOWN OF BOURNE

Board of Assessors

24 Perry Avenue

Buzzards Bay, MA 02532

(508) 759-0600 Ext. 510 ♦ Fax (508) 759-8028 3



J. Malcolm Whitney, MAA, Chairman
Priscilla A. Koleshis, Clerk
Anne Ekstrom, Member

TOWN CLERK'S OFFICE
BOURNE, MASS

Donna L. Barakauskas, MAA,
Principal Assessor

The Board of Assessors held their regularly scheduled meeting on May 31, 2012 in the Town Hall. Present were Chairman J. Malcolm Whitney, Clerk Priscilla Koleshis, member Anne Ekstrom and Principal Assessor, Donna Barakauskas.

The Board reviewed the minutes of the April 30th meeting. Upon motion, individually, by Ms. Koleshis and seconded by Ms. Ekstrom, the vote being unanimous to accept the minutes of the April 30th meeting.

The Board reviewed and discussed with Ms. Black, Assistant Assessor and Ms. Barakauskas the income and expense statements filed by Thomas Donovan.

Respectfully submitted,

Donna L. Barakauskas
Principal Assessor

TOWN OF BOURNE MEETING NOTICE

BOARD: BOARD OF ASSESSORS

DATE AND TIME: Friday, September 14, 2012 at 8:30 a.m.

PLACE: Town Hall

AGENDA: Conservation Restriction
State Owned Land

2012 SEP 7 AM 11 42
TOWN CLERK'S OFFICE
BOURNE, MASS

Revised

TOWN OF BOURNE MEETING NOTICE

BOARD: BOARD OF ASSESSORS

DATE AND TIME: Friday, September 14, 2012 at 8:30 a.m.

PLACE: Town Hall

AGENDA: Conservation Restriction
State Owned Land
Sign Thomas Donovan abatement applications

TOWN CLERK'S OFFICE
BOURNE, MASS

2012 SEP 13 PM 2 44

Town of Bourne Meeting Notice

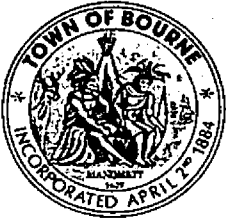
Board: Board of Assessors
Date & Time: Friday, November 2, 2012 at 9:00 a.m.
Place: Town Hall-Downstairs Conference Room
Agenda: Review & accept September 14, 2012 meeting
Classification Hearing
Permission from the Board to sign on their behalf all documents

2012 OCT 30 PM 1 23

TOWN CLERK'S OFFICE
BOURNE, MASS

Town of Bourne Meeting Notice

Board: Board of Assessors 2012 OCT 30 PM 1 04
Date & Time: Friday, November 2, 2012 at 9:00 a.m. TOWN CLERK'S OFFICE
BOURNE, MASS
Place: Town Hall-Downstairs Conference Room
Agenda: Review & accept September 14, 2012 meeting
Classification Hearing
Permission from the Board to sign on their behalf documents for
tax rate setting



TOWN OF BOURNE

Board of Assessors

24 Perry Avenue

Buzzards Bay, MA 02532

(508) 759-0600 Ext. 510 ♦ Fax (508) 759-8026



J. Malcolm Whitney, MAA, Chairman
Priscilla A. Koleshis, Clerk
Anne Ekstrom, Member

Donna L. Barakauskas, MAA,
Principal Assessor

The Board of Assessors held their regularly scheduled meeting on November 2, 2012 in the Town Hall. Present were Chairman J. Malcolm Whitney Clerk Priscilla Koleshis, and Principal Assessor, Donna Barakauskas.

The Board reviewed the minutes of the September 14, 2012 meeting. Upon motion, individually, by Ms. Koleshis and seconded by Ms. Ekstrom, the vote being unanimous to accept the minutes of the September 14, 2012 meeting.

The Board voted to retain one tax rate for all classes of property to be presented to the Board of Selectmen on November 13, 2012.

The Board signed a document granting permission to Donna Barakauskas to sign documents entered in the DOR Gateway tax rate setting program on their behalf.

Respectfully submitted,

Donna L. Barakauskas
Principal Assessor

2013 FEB 15 PM 11 10
TOWN CLERK'S OFFICE
BOURNE, MASS



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2012 JAN 5 PM 2 40

TOWN CLERK'S OFFICE

BOURNE, MASS

Proposed Agenda - Board of Directors

Date: January 11, 2012
Time: 7:45 am
Location: Bourne Community Center

Call to order B. Motta

Review and VOTE on Minutes of the November 9, 2011 meeting

Treasurer's Report E. Dean, Treasurer
Review report and VOTE on acceptance
Authorization of expenditures - VOTE required

Executive Director's updates S. Riggs
Report from the Main Street Steering Committee
a) *Wastewater Advisory Committee*
b) *Main Street developments*
c) *Growth Incentive Zone application*
d) *Traffic and transportation - Transportation Advisory Committee*
Report from Bourne Development Campus Working Group

President's updates B. Motta

Reports/Updates from Directors
By-laws Review Committee

Topics for Future Discussion (for information only)

Executive Session - if needed

Adjourn


Sallie K. Riggs
Executive Director

**Minutes of the meeting of the Board of Directors
January 11, 2012**

2012 FEB 22 PM 3 37

TOWN CLERK'S OFFICE

BOURNE, MASS

Attending: Richard Carlson, Elizabeth Dean, Dan Doucette, Michele Ford, Michael Giancola, Michael Joyce, William W. Locke, Joseph Longo, Noreen Michienzi, Barry Motta. Sallie Riggs, Executive Director.

President Barry Motta called the meeting to order at 7:45 am.

He noted the passing of Jack Elwood who had been an original member of the BFDC Board. Barry asked for a moment of silence in his memory.

Minutes: Barry asked for a motion to accept the Minutes of the Directors' meeting on November 9, 2011. It was MOVED, SECONDED and VOTED with one abstention to accept the Minutes of the November 9, 2011 meeting as circulated.

Treasurer's Report: Treasurer Liz Dean referred to the report distributed in advance of the meeting and noted that the BFDC has cash in three accounts totaling \$10,473.82 - \$277.94 in the checking account, \$9,194.49 in the money market account, and \$1,001.39 in the renter's escrow account. Of this amount, \$6,783.00 is restricted funds. It was MOVED, SECONDED and VOTED unanimously to accept the report as presented.

Sallie reported that she has been in touch with a Merlin Foundation Trustee and he has indicated that the Foundation will continue the housing subsidy program for another year. The check should come in the next four-to-six weeks. She also reported that one of the beneficiaries of the program has been fired from his job and his partner has moved out. They indicated that they will pay the rent for January but after that there may be a change.

Executive Director's Report:

Main Street Steering Committee: Sallie reported on the activities of the Main Street Steering Committee:

a) Wastewater Advisory Committee: The Committee continues to meet twice a month and made its quarterly report to the Board of Sewer Commissions on December 6. At that meeting the need for more drinking water was described and a build-out analysis with potential wastewater flows was presented. A new member of the committee was announced - Don Montour from the Finance Committee. His appointment should be effective January 30. Bill Locke also noted that the County has been putting significant resources into assisting the committee.

b) Main Street developments: The sub-committee to review the current architectural and sign design guidelines has been meeting weekly. It is preparing new by-laws for spring Town Meeting that will set standards and create a committee for reviewing projects against the standards.

c) Growth Incentive Zone application: The GIZ application is closer to submission. Town Planner Coreen Moore has identified sites which, with the agreement of property owners, could become conservation land and thus meet the required offsets.

d) Traffic and transportation: The new Transportation Advisory Committee will likely meet on January 18. There is still a need for at-large members. The committee needs to serve as a coordinating, strategizing, and advisory group to the Selectmen to help stay on top of the many transportation and traffic projects that should develop over the next several years.

Bourne Development Campus Sallie reported that the BDC working group has not been meeting – everything is on hold until the turbine project is resolved and a lease for the access road land is finalized.

President's updates: Barry stated that he had no additional updates.

By-laws Committee: Committee Chair Michele Ford reported that the committee will have its first meeting on Monday, January 23 at 8 am. Mike Joyce volunteered to host the meeting at the MMA. Michele also asked for suggestions from Directors as the committee begins its review.

Reports/Updates from Directors: There were no reports from Directors. Sallie noted that she had been contacted by a *Mashpee Enterprise* reporter about a consultant's recommendation to the Falmouth and Mashpee economy development agencies. That recommendation would merge all four upper Cape EDCs to form one. There was no discussion of the concept because: a) it was not an agenda item and b) there has been no formal contact from the other agencies or information that the agencies have accepted the recommendation.

There was a brief discussion that Coreen Moore should have a planning assistant. There are so many projects that take too long to complete because the Town's planning department is inadequately staffed.

Adjourn: There being no suggested topics for future discussion or public comments, it was MOVED, SECONDED and VOTED unanimously to adjourn the meeting at 8:47 am.

Respectfully submitted,


Sallie K. Riggs
Executive Director

These Minutes were accepted by the Directors at their February 8, 2012 meeting.



508 457-5305 www.bfdconline.org
P.O. Box 289, Buzzards Bay, MA 02532-0289

2012 FEB 3 PM 4 19
TOWN CLERK'S OFFICE
BOURNE, MASS

Proposed Agenda - Board of Directors

Date: February 8, 2012
Time: 7:45 am
Location: Bourne Community Center

Call to order B. Motta

Review and VOTE on Minutes of the January 11, 2012 meeting

Treasurer's Report E. Dean, Treasurer
Review report and VOTE on acceptance
Authorization of expenditures - VOTE required

Executive Director's updates S. Riggs
Report from the Main Street Steering Committee
a) *Wastewater Advisory Committee*
b) *Main Street developments*
c) *Growth Incentive Zone application*
d) *Traffic and transportation - Transportation Advisory Committee*
Report from Bourne Development Campus Working Group

President's updates B. Motta
Conflict of Interest and Code of Ethics policies
Discussion of Mashpee-Falmouth EDIC report


By-laws Review Committee M. Ford

Reports/Updates from Directors

Topics for Future Discussion (for information only)

Executive Session - if needed

Adjourn


Sallie K. Riggs
Executive Director

Minutes of the meeting of the Board of Directors
February 8, 2012

2012 JUN 13 AM 9 13

Attending: Richard Carlson, Dan Doucette, Michele Ford, Michael Gioia, Michael Joyce, Noreen Michienzi, Barry Motta, Marie Oliva. Sallie Riggs, Executive Director.

President Barry Motta called the meeting to order at 7:48 am.

Minutes: Barry asked for a motion to accept the Minutes of the Directors' meeting on January 11, 2012. It was MOVED, SECONDED and VOTED unanimously to accept the Minutes of the January 11, 2012 meeting as circulated.

Treasurer's Report: In the absence of Treasurer Liz Dean, Sallie referred to the Treasurer's report distributed in advance of the meeting and noted that as of January 31, 2012 the BFDC has cash in three accounts totaling \$8,463.32 - \$277.94 in the checking account, \$7,183.78 in the money market account, and \$1,001.60 in the renter's escrow account. Of this amount, \$4,783.21 is restricted funds. It was MOVED, SECONDED and VOTED unanimously to accept the report as presented.

Sallie reported that she expects a check from the Merlin Foundation tomorrow. She will also be talking with the property owner of the rental subsidy units.

Executive Director's Report:

Main Street Steering Committee: Sallie reported on the activities of the Main Street Steering Committee:

Growth Incentive Zone - Town Planner Coreen Moore is still working on the required offsets. There was some interest from property owners to participate in an open space program that would create some of the offsets. A question has been raised as to whether the open space that will be designated during the creation of the Bourne Development Campus can be counted. After a brief discussion there was consensus among Board members to further explore this possibility. Sallie, Coreen, and the Cape Cod Commission staff are scheduled to discuss the situation before the end of the month.

Wastewater Advisory Committee - Sallie reported that the committee has added a new member at-large: Don Montour from the Finance Committee. A commercial user of the current system is still needed. The Town has an opportunity to use state DEP 2% loan funds for preparing a Comprehensive Wastewater Management Plan. She reported this opportunity to the Board of Sewer Commissioners and will be with Tom Guerino at the February 22 Capital Outlay Committee meeting to discuss the loan program vs. Bourne's own funding options.

Optimus Senior Living project - Sallie said the project is still moving forward. Fred Mielke, the project's proponent, is meeting with banks to acquire funding.

President's updates: Barry reported that Board members need to update their conflict of interest statements - a practice that should occur annually. Sallie will send out the information electronically and request that forms be returned in advance of the next Board meeting.

He also opened a discussion on the report commissioned by the Falmouth and Mashpee EDICs, supported with Commission funds, to define the direction of the two EDICs. A summary of the report had been forwarded to Directors in advance of the meeting and is on file with the original of these Minutes. A discussion followed that led to a consensus that the motivations of the four economic development agencies in the Upper Cape towns are different and that

another regional organization directing local actions is not needed. Barry and Sallie were directed to attend the upcoming meeting at the Commission to discuss the report, but to "date but not get married." During this discussion, Marie Oliva reported that the Plymouth and Canal Region Chambers have been designated a "regional economic development organization" by the state and that they are developing a database of commercial properties. Marie agreed to bring the BFDC into the organization when it goes for its next designation later in the year.

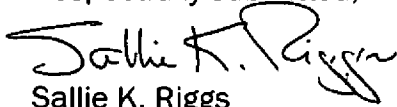
Barry also reported that he and Michele Ford are not eligible for re-election this fall and so the Directors need to think about new leadership.

By-laws Committee: Committee Chair Michele Ford reported that the committee met, reviewed the By-laws, and could not find anything to change. She reported that the committee discussed the "Member" category noting that most of the current Members are the original incorporators and the number is dwindling. She asked Directors to think about this before the next meeting. Barry thanked Michele for her leadership in this.

Reports/Updates from Directors: Michele reported that the Finance Committee is considering a public discussion on the Town Administrator's performance, given the recent comments by members of the Board of Selectmen and the Letters to the Editor in the Bourne Enterprise. The discussion that followed indicated support for the Town Administrator's performance

Adjourn: One topic was suggested for future discussion: frequency of Directors' meetings. There being no public comments, it was MOVED, SECONDED and VOTED unanimously to adjourn the meeting at 9 am.

Respectfully submitted,



Sallie K. Riggs
Executive Director

These Minutes were approved at the May 9, 2012 meeting of the BFDC Directors.

2012 JUN 13 AM 9 13

TOWN CLERK'S OFFICE
BOURNE, MASS

Proposed Agenda - Board of Directors

Date: March 21, 2012

Time: 7:45 am

Location: Bourne Community Center

Call to order

President B. Motta

Review and VOTE on Minutes of the February 8, 2012 meeting

Treasurer's Report

Treasurer E. Dean

Review report and VOTE on acceptance

Acceptance of Merlin Foundation grant - VOTE required

Authorization of expenditures - VOTE required

Executive Director's updates

S. Riggs

Report from the Main Street Steering Committee

a) Growth Incentive Zone application and report of meeting with Commission

b) Wastewater Advisory Committee

c) Main Street developments

d) Traffic and transportation - Transportation Advisory Committee

Report from Bourne Development Campus Working Group

President's updates

B. Motta

Conflict of Interest and Code of Ethics policies

Establish Nominating Committee to look at membership for fall election and leadership

Discussion of suggestion to meet bi-monthly

Report from meeting of Upper Cape EDICs with Cape Cod Commission staff

By-laws Review Committee

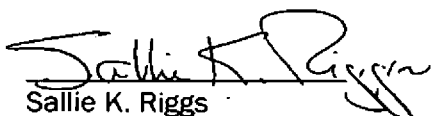
M. Ford

Reports/Updates from Directors

Topics for Future Discussion (for information only)

Executive Session - if needed

Adjourn


Sallie K. Riggs
Executive Director



508 457-5305 www.bfdconline.org
 P.O. Box 288, Buzzards Bay, MA 02532-0288

2012 MAR 7 AM 9 49

TOWN CLERK'S OFFICE
 BOURNE, MASS

Proposed Agenda - Board of Directors

Date: March 21, 2012
 Time: 7:45 am
 Location: Bourne Community Center

Call to order B. Motta

Review and VOTE on Minutes of the February 8, 2012 meeting

Treasurer's Report E. Dean, Treasurer
Review report and VOTE on acceptance
Acceptance of Merlin Foundation grant - VOTE required
Authorization of expenditures - VOTE required

Executive Director's updates S. Riggs
Report from the Main Street Steering Committee
 a) *Growth Incentive Zone application and report of meeting with Commission*
 b) *Wastewater Advisory Committee*
 c) *Main Street developments*
 d) *Traffic and transportation - Transportation Advisory Committee*
Report from Bourne Development Campus Working Group

President's updates B. Motta
Conflict of Interest and Code of Ethics policies
Establish Nominating Committee to look at membership for fall election and leadership
Discussion of suggestion to meet bi-monthly
Report from meeting of Upper Cape EDICs with Cape Cod Commission staff

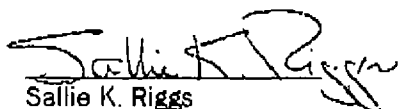
By-laws Review Committee M. Ford
VOTE on completed review

Reports/Updates from Directors

Topics for Future Discussion (for information only)

Executive Session - if needed

Adjourn


 Sallie K. Riggs
 Executive Director



508 457-5305 www.bfdonline.org
 P.O. Box 289, Buzzards Bay, MA 02532-0289

2012 MAY 3 AM 11 52

TOWN CLERK'S OFFICE
 BOURNE, MASS

Proposed Agenda - Board of Directors

Date: May 9, 2012
 Time: 7:45 am
 Location: Bourne Community Center

Call to order Vice Chair M. Ford

Review and VOTE on Minutes of the February 8, 2012 meeting

Treasurer's Report Treasurer E. Dean
Review report and VOTE on acceptance
Acceptance of Merlin Foundation grant - VOTE required
Authorization of expenditures - VOTE required

8:00 am Kingman Marine plans - presentation, discussion, possible action

Executive Director's updates S. Riggs
Report from the Main Street Steering Committee
 a) *Design and Sign Standards*
 b) *Growth Incentive Zone application*
 c) *Wastewater Advisory Committee*
 d) *Main Street developments*
 e) *Traffic and transportation - Transportation Advisory Committee*

President's updates M. Ford
Conflict of Interest and Code of Ethics policies
By-laws Review Committee - VOTE on completed review
Nominating Committee - interim report

Reports/Updates from Directors

Topics for Future Discussion (for information only)

Executive Session - if needed

Adjourn


 Sallie K. Riggs
 Executive Director

**Minutes of the meeting of the Board of Director
May 9, 2012**

Attending: Liz Dean, Dan Doucette, Michele Ford; William W. Locke, Joe Longo, Noreen Michienzi. Sallie Riggs, Executive Director. Member: Barbara DeCicco-Lawrence. Guests: John Lipman, Scott Zeien, Greg Stone

Vice President Michele Ford presided. She called the meeting to order at 7:53 am and declared the presence of a quorum.

Minutes: Michele asked for a motion to accept the Minutes of the Directors' meeting on February 8, 2012. It was MOVED, SECONDED and VOTED with one abstention to accept the Minutes of the February 8, 2012 meeting as circulated:

Treasurer's Report: Treasurer Liz Dean referred to the Treasurer's report distributed in advance of the meeting and noted that as of April 30, 2012 the BFDC has cash in three accounts totaling \$14,481.36 - \$277.94 in the checking account, \$13,201.20 in the money market account, and \$1,002.22 in the renter's escrow account. Of this amount, \$9,783.83 is restricted funds. It was MOVED, SECONDED and VOTED unanimously to accept the report as presented.

Liz asked for authorization to pay two invoices: \$1,627 for insurance on the BDC and \$18.50 reimbursement for Sallie for state report filing fees. It was MOVED, SECONDED and VOTED unanimously to authorize payments of the two bills.

Sallie asked for a vote to accept the grant from the Merlin Foundation and to expend it as directed by the donor. It was MOVED, SECONDED and VOTED unanimously to accept the grant and to expend as directed by the donor.

Executive Director's Report: As Sallie began, she noted as a point of information that 2012 marks the tenth year that the BFDC has been operating. Although the state legislation was passed and signed in 2000, it was not until March 2002 that the organizing meeting occurred and a Board of Directors was elected. Articles of Incorporation were filed in September 2002. She suggested that the Board consider ways to recognize this decade anniversary, possibly at the Annual Meeting in the fall.

Main Street Steering Committee: Sallie reported on the activities of the Main Street Steering Committee:

Design and Sign Standards Last night's Town Meeting votes approved the architectural and sign guidelines and standards by overwhelming majorities.

Growth Incentive Zone - The full Commission approved the Town's application for a Growth Incentive Zone on April 26. The next, and final step, will be a vote by the County's Assembly of Delegates which will make the GIZ an ordinance, at which time the GIZ will be effective.

Wastewater Advisory Committee - The committee is nearing the final development of its recommendations and will be seeking a meeting with the Board of Sewer Commissioners, preferably in June. A brief discussion followed noting that the GIZ is constrained by wastewater limitations.

Traffic and transportation - The Metropolitan Planning Organization will be releasing the Commission's Unified Planning Work Program draft for public comment in May. Currently the UPWP has two planning projects, both for Bourne: the Belmont Circle and the Bourne Rotary.

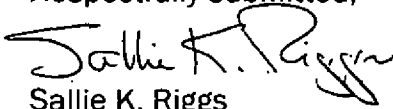
Two projects for the same town is unusual. One task over the next weeks will be to monitor the MPO actions to see that both projects stay in the final version.

Kingman Yacht Center: Scott Zeien, John Lipman and Greg Stone presented the Kingman Yacht Center's plans for creating a wastewater treatment plant that would reduce the flow of Nitrogen into Red Brook Harbor. Scott has purchased five acres above the marina and wants to construct condos to help generate revenue to support the development of the wastewater treatment plant. They asked for BFDC support for their project. After a discussion there was consensus to support the project with a statement to the Bourne Planning Board. Several Directors indicated the need to recuse themselves from the vote because of the potential of a conflict of interest. It was agreed that any statement would acknowledge that not all Directors were included.

Vice President's updates: Michele reminded Directors that some still had not submitted their conflict of interest statements. She then asked for a vote to accept the By-Laws Revision Committee's recommendation that no revisions are needed at this time. It was so **MOVED**, **SECONDED** and **VOTED** unanimously. Michele also reported that the Nominating Committee had met and that there would be only one opening for Director. The Committee had identified several possibilities. She asked Board members to forward any suggestions they have. The office of President will also become vacant and the Committee has a candidate.

Adjourn: Two topics were suggested for future discussion: a strategy for moving forward planning for increasing wastewater management capacity and a strategy for monitoring the Commission's progress in reviewing and potentially removing the offset requirements for the GIZ. There being no public comments, it was **MOVED**, **SECONDED** and **VOTED** unanimously to adjourn the meeting at 9:03 am.

Respectfully submitted,


Sallie K. Riggs
Executive Director

These Minutes were accepted by vote of the Directors at their meeting on June 13, 2012.



508 457-5305 www.bfdconline.org
 P.O. Box 289, Buzzards Bay, MA 02532-0289

Proposed Agenda - Board of Directors

Date: June 13, 2012
 Time: 7:45 am
 Location: Bourne Community Center

2012 JUN 6 AM 11 04
 TOWN CLERK'S OFFICE
 BOURNE, MASS

Call to order President B. Motta

Review and VOTE on Minutes of the May 9, 2012 meeting

Treasurer's Report Treasurer E. Dean
Review report and VOTE on acceptance
Authorization of expenditures - VOTE required

Executive Director's updates S. Riggs
Report on housing subsidy program
Report from the Main Street Steering Committee
 a) *Growth Incentive Zone progress*
 b) *Wastewater Advisory Committee*
 c) *Main Street developments*
 d) *Traffic and transportation - Transportation Advisory Committee*

President's updates B. Motta
Discussion of potential BFDC 10th anniversary recognition

Reports/Updates from Directors

Topics for Future Discussion (for information only)

Executive Session - if needed

Adjourn

Sallie K. Riggs
 Executive Director

Minutes of the meeting of the Board of Directors 2012 SEP 24 AM 11 56
June 13, 2012

TOWN CLERK'S OFFICE
BOURNE, MASS

Attending: Liz Dean, Dan Doucette, Robert Dutch, Michael Joyce, William W. Locke, Joe Longo, Noreen Michienzi, Barry Motta, Dave Peterson. Sallie Riggs, Executive Director.

President Barry Motta opened the meeting at 7:49 am.

Minutes: Barry asked for a motion to accept the Minutes of the Directors' meeting on May 9, 2012. It was MOVED, SECONDED and VOTED with one abstention to accept the Minutes of the May 9, 2012 meeting as circulated.

Treasurer's Report: Treasurer Liz Dean referred to the Treasurer's report distributed in advance of the meeting and noted that as of May 31, 2012 the BFDC had cash in three accounts totaling \$12,838.23 - \$432.44 in the checking account, \$11,403.36 in the money market account, and \$1,002.43 in the renter's escrow account. Of this amount, \$4,699.69 is unrestricted funds. It was MOVED, SECONDED and VOTED unanimously to accept the report as presented.

Liz asked for authorization to pay one invoice: \$195 for the web hosting fee. It was MOVED, SECONDED and VOTED unanimously to authorize payment of the bill.

Executive Director's Report:

Housing subsidy program: Sallie noted that the program funded by the Merlin Foundation supports two young professionals in condominiums in Buzzards Bay, one a Town employee. She reported that they have received notices that their units will be put up for auction later in June. The owner has told Sallie that the notices are a formality as the mortgage on the property shifts from one bank to another. Nonetheless, one recipient of the subsidy is nervous about possibly having to move.

Main Street Steering Committee:

Growth Incentive Zone - The regulatory committee of the Assembly of Delegates voted last Wednesday to forward its recommendation for approval to the full Assembly at its next meeting, June 20. At that point the GIZ will be effective. Development in the zone will take place in phases dependent upon offsets and wastewater management capacity. Sallie has been told that the Commission staff will begin addressing the issue of offsets in the fall. This needs to be monitored.

Wastewater Advisory Committee - The Board of Sewer Commissioners are sponsoring a "workshop" meeting on July 10 beginning at 6:30 pm where the Committee will present its findings and recommendations. Members of the Finance Committee, Planning Board, Board of Health and Capital Outlay Committee are being invited to the meeting and it will be open to the public.

Main Street developments - Two topics were discussed. 1) The streetscape project has begun. 2) The MSSC is preparing to develop a by-law that would eliminate the blight conditions that exist on Main Street. It would supplement the MA Building Code and give the Building Inspector greater enforcement capability. Dan noted that the Planning Board is also interested in such a by-law.

Traffic and transportation - On Friday, the Joint Transportation Committee voted to forward the Unified Planning Work Program (UPWP) to the Metropolitan Planning Organization with a

recommendation to accept. The UPWP has two planning projects for Bourne: the Belmont Circle and the Bourne Rotary. The MPO will meet on June 25.

President's updates: Barry noted that 2012 represents the 10th anniversary of the election of the first Board of Directors. There followed a discussion of what might be done to recognize the anniversary, with a focus on the Annual Meeting.

ACTION ITEM: Directors were asked to forward copies of photos or other items to Noreen Michienzi so that a 10th anniversary slide show can be prepared.

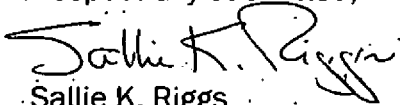
ACTION ITEM: A committee was established to consider appropriate awards, including the John Harding Why Not Award. Dan Doucette, Noreen, and Bill Locke volunteered to be committee members.

Reports and Updates: Sallie reported that the Nominating Committee needs to meet again to select a nominee for the open Director's position.

Topics for Future Discussion: Sallie asked if Board members would be interested in learning more about OpenCape. There was consensus to invite a speaker on the subject.

Adjourn: There being no public comments, it was MOVED, SECONDED and VOTED unanimously to adjourn the meeting at 8:44 am.

Respectfully submitted,


Sallie K. Riggs
Executive Director

These Minutes were accepted by vote of the Directors at their meeting on August 8, 2012.



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2012 JUL 6 AM 11 05

TOWN CLERK'S OFFICE
BOURNE, MASS

Proposed Agenda - Board of Directors

Date: July 11, 2012
Time: 7:45 am
Location: Bourne Community Center

Call to order President B. Motta

Review and VOTE on Minutes of the June 13, 2012 meeting

Treasurer's Report Treasurer E. Dean
Review report and VOTE on acceptance
Authorization of expenditures - VOTE required

8 am: Presentation and discussion on Open Cape Anthony Dasilva

Executive Director's updates S. Riggs
Report from the Main Street Steering Committee
a) *Wastewater Advisory Committee*
b) *Main Street developments*
c) *Traffic and transportation - Transportation Advisory Committee*

President's updates B. Motta

Reports/Updates from Directors

Topics for Future Discussion (for information only)

Executive Session - If needed

Adjourn


Sallie K. Riggs
Executive Director

DEC-08-2014 11:33

BOURNE TOWN CLERK

5087597988

P.01/01



Barry H. Johnson
Town Clerk

508 759 7988
Town Clerk
24 Perry Avenue
Buzzards Bay, MA 02532
(508) 759-0600 Ext 505



Wendy J. Chapman
Asst. Town Clerk

2014

Committee Name Bourne Financial Development
Committee

Pursuant to the Town Charter of 2001, the Town By-laws and the Mass. General Laws, the minutes for all meetings should be filed with the Town Clerk's Office. We have enclosed excerpt from the various laws for your reference. If your Board or Committee posted a meeting and the meeting was cancelled, please file with our office a notice to that effect stating that the meeting was not held and no minutes will be filed.

2012:

7/11, 8/29, 9/12, 12/8/14

please send agenda. I have not

Your attention to this matter would be appreciated.

found an agenda for a meeting on that day.

Sincerely,

Wendy J. Chapman
Asst. Town Clerk

meeting was cancelled
no minutes filed



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TOWN CLERK'S OFFICE
 BOURNE, MASS

Proposed Agenda - Board of Directors

Date: August 8, 2012
 Time: 7:45 am
 Location: Bourne Community Center

Call to order President B. Motta

Review and VOTE on Minutes of the June 13, 2012 meeting

Treasurer's Report Treasurer E. Dean
Review report and VOTE on acceptance
Authorization of expenditures - VOTE required
2013 budget discussion and request for board restrictions - VOTE required

8:15 am: Presentation and discussion on Open Cape Anthony Dasilva

Executive Director's updates S. Riggs
Report from the Main Street Steering Committee
 a) *Wastewater Advisory Committee*
 b) *Main Street developments*
 c) *Traffic and transportation - Transportation Advisory Committee*
Report from Bourne Development Campus working group
Merlin Foundation housing subsidy program


President's updates B. Motta
Annual Meeting

Reports/Updates from Directors

Topics for Future Discussion (for information only)

Executive Session - if needed

Adjourn


 Sallie K. Riggs
 Executive Director

2012 SEP 24 AM 11 56

TOWN CLERK'S OFFICE
BOURNE, MASS

**Minutes of the meeting of the Board of Directors
August 8, 2012**

Attending: Rick Carlson, Liz Dean, Robert Dutch, Michele Ford, William W. Locke, Joe Longo, Noreen Michienzi, Barry Motta. Sallie Riggs, Executive Director.

President Barry Motta opened the meeting at 7:45 am.

Minutes: Barry asked for a motion to accept the Minutes of the Directors' meeting on June 13, 2012. It was MOVED, SECONDED and VOTED with two abstentions to accept the Minutes of the June 13, 2012 meeting as circulated.

Treasurer's Report: Treasurer Liz Dean referred to the Treasurer's report distributed in advance of the meeting and noted that as of May 31, 2012 the BFDC had cash in three accounts totaling \$11,645.50 - \$237.44 in the checking account, \$10,405.23 in the money market account, and \$1,002.83 in the renter's escrow account. Of this amount, \$4,699.69 is unrestricted funds. It was MOVED, SECONDED and VOTED unanimously to accept the report as presented.

Liz asked for Directors to ratify the action of the Executive Committee that authorized payment of \$200 for the annual fee for the Post Office box. It was MOVED, SECONDED and VOTED unanimously to ratify the Executive Committee's action.

Liz reported that the money market account, which is in TDBank, has been charged a monthly maintenance fee of \$12. She has been successful in getting the fee reversed in previous months, but has been told that TDBank no longer has a non-profit money market account which does not incur those fees. Liz suggested that, given the low balance the two BFDC accounts be merged. Sallie noted that she has been told that the BFDC will be receiving more funds from the Merlin Foundation, which would raise the amount in the money market account. At that Liz withdrew her recommendation.

Sallie raised the question of whether or not the Directors felt the need to pay an accountant for a formal review. Aside from the Merlin Foundation grant of \$9,000 the BFDC in FY12 had revenue of \$33.58, of which \$2.49 was generated by the escrow account and belongs to the renter. After a brief discussion there was consensus to not contract for a formal review, although a formal review every three years may be recommended in the future. It was also MOVED, SECONDED and VOTED unanimously to budget in FY13 for \$300 for Sallie to prepare the required FY12 tax returns.

Sallie presented a proposal for a budget for FY13. She asked the Board for a vote that would "board restrict" \$10,835.77 of the cash in the accounts on June 30, 2012 and hold \$809.73 as unrestricted funds. These figures represent the \$300 voted above amending the proposed budget circulated in advance of the meeting. It was MOVED, SECONDED and VOTED unanimously to budget \$1,365 for BFDC operations in FY13. It was also MOVED, SECONDED and VOTED unanimously to board restrict \$10,835.77 of the June 30, 2012 balance.

Open Cape: Anthony DaSilva presented the status and plans for completing the broadband cabling of the Cape. The fiber has been installed on Main Street on its way to the MA Maritime Academy. Therefore, Bourne's Downtown businesses can tie into the cable at minimal expense in the future, a fact that should be included in marketing to businesses.

Executive Director's Report:

Main Street Steering Committee:

Wastewater Advisory Committee – The Committee met with the Board of Sewer Commissioners last night and, after an extended discussion, received an endorsement of the concept of exploring how to fund the recommended action plan. This includes requesting the Committee to meet with the Capital Outlay Committee and to come back to the Sewer Commissioners at their September 18 meeting.

Main Street developments – Two topics: 1) The streetscape project is expected to be mostly complete by mid-August. Street lights are on order and will be installed in mid-October. 2) The developer of the Optimus Senior Living project expects to close on the four acres in back of Groundwater Analytical in late August. He also has indicated a likelihood of negotiating with the owner of the 3.5 acres across from Town Hall later in the fall.

Traffic and transportation – The Senate President has included funds for planning for Belmont Circle in a Transportation Bond Bill. The challenge will be to see that the funds are appropriated for their designated use.

Bourne Development Campus:

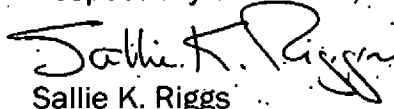
Progress on the BDC has been stalled for two reasons: 1) the Commission cannot review the project until after the pending court case concerning New Energy Wind is resolved; and 2) the BDC LLC has not been able to secure a formal agreement as to the right-of-way.

President's updates: Barry noted that BFDC's Annual Meeting and Anniversary Celebration has been scheduled for Wednesday, September 26. Congressman William Keating has agreed to be the speaker. He requested that the Nominating and Why Not! Award committees conclude their business before the next BFDC meeting.

Reports from Directors and Topics for Future Discussion: none

Adjourn: There being no public comments, it was MOVED, SECONDED and VOTED unanimously to adjourn the meeting at 9:03 am.

Respectfully submitted,



Sallie K. Riggs
Executive Director

These Minutes were accepted at the Directors' meeting on September 12, 2012

BFDC
Bourne Financial
Development Corporation

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P.O. Box 289, Buzzards Bay, MA 02532-0289

2012 AUG 24 AM 9 34

TOWN CLERK'S OFFICE
BOURNE, MASS

Proposed Agenda

John Harding Why Not! Award Selection Committee

Date: August 29, 2012

Time: 8:30 am

Location: Sweet Caroline's, Main Street, Buzzards Bay.

Call to order

Discussion of potential candidates for Award and vote to recommend to full BFDC Board

Other matters as appropriate to the subject - discussion only

Adjourn


Sallie K. Riggs
Executive Director



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2012 SEP 06 PM 1:07
Box 289, Buzzards Bay, MA 02532-0289

TOWN CLERK'S OFFICE
BOURNE, MASS

Proposed Agenda - Board of Directors

Date: September, 12, 2012
Time: 7:45 am
Location: Bourne Community Center

Call to order President B. Motta

Review and VOTE on Minutes of the August 8, 2012 meeting

Treasurer's Report Treasurer E. Dean
Review report and VOTE on acceptance
Authorization of expenditures - VOTE required

Nominating Committee report M. Ford

Executive Director's updates S. Riggs
Report from the Main Street Steering Committee
a) *Wastewater Advisory Committee*
b) *Main Street developments*
c) *Traffic and transportation - Transportation Advisory Committee*
Merlin Foundation housing subsidy program

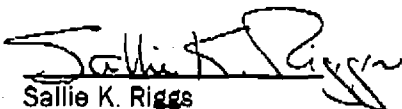
President's updates B. Motta
Annual Meeting

Reports/Updates from Directors

Topics for Future Discussion (for information only)

Executive Session - if needed

Adjourn


Sallie K. Riggs
Executive Director

2012



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P. O. Box 289, Buzzards Bay, MA 02532-0289

**Minutes of the meeting of the Board of Directors
September 12, 2012
Bourne Community Center**

2014 DEC 8 PM 32
TOWN CLERK'S OFFICE
BOURNE, MASS

Attending: Rick Carlson, Liz Dean, Dan Doucette, Chris Farrell, Michele Ford, Mike Giancola, Michael Joyce, William W. Locke, Noreen Michienzi, Barry Motta, Sallie Riggs, Executive Director.

President Barry Motta opened the meeting at 7:48 am.

Minutes: Barry asked for a motion to accept the Minutes of the Directors' meeting on August 8, 2012. It was MOVED, SECONDED and VOTED with one abstention to accept the Minutes of the August 8, 2012 meeting as circulated.

Treasurer's Report: Treasurer Liz Dean referred to the Treasurer's report distributed in advance of the meeting and noted that as of August 31, 2012 the BFDC had cash in three accounts totaling \$9,447.99 - \$37.44 in the checking account, \$8,407.50 in the money market account, and \$1,003.05 in the renter's escrow account. Of this amount, \$8,635.99 is restricted funds. It was MOVED, SECONDED and VOTED unanimously to accept the report as presented.

Nominating Committee: Michele Ford referred to the report circulated in advance of the meeting. She presented Directors for nomination as follows:

For additional three-year terms:

- Daniel Doucette
- William W. Locke
- Noreen Michienzi

For a new three-year term:

- Katherine Zagzebski

Michele also noted that the nominations for officers will be made at the first meeting of the Board after the Annual Meeting.

Barry asked if there were other nominations. Hearing none, it was MOVED, SECONDED and VOTED unanimously to approve the slate of Directors as noted above and to recommend their vote at the Annual Meeting on September 26.

Executive Director's Report:

Main Street Steering Committee:

Wastewater Advisory Committee - The Committee has met twice with the Capital Outlay Committee and at the second meeting the Committee voted to recommend that the Board of Sewer Commissioners endorse an Article on the Special Town Meeting warrant to expend \$145,000 over two years for a contract/part-time project manager and for hydrogeologic studies of the proposed subsurface disposal sites. The Wastewater Advisory Committee will meet with the Sewer Commissioners at their September 18 meeting and report the Capital Outlay Committee's vote.

Main Street developments - Two topics: 1) The street lights are on order and will be installed in mid-October. The Main Street Steering Committee discussed a "ribbon-cutting" ceremony with Sen. President Terry Murray followed by a "trick-or-treat stroll" that would

somehow involve Main Street merchants. The tentative date is October 26, dependent upon the Sen. President's schedule. 2) The developer of the Optimus Senior Living project closed on the four acres in back of Groundwater Analytical in late August. He has indicated that he will have plans to bring to Town Hall in the next week or so. He also has indicated a likelihood of negotiating with the owner of the 3.5 acres across from Town Hall later in the fall.

Traffic and transportation – The planning for a re-designed Belmont Circle will begin after October 1. The Transportation Advisory Committee has not yet met.

Merlin Foundation

Sallie reported that she has been told to expect payment from the foundation any day. The tenant who has not been paying rent is still in unit #13 and the owner has indicated that he is hiring a lawyer to evict him.

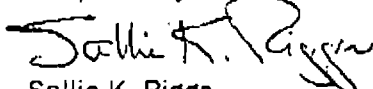
Sallie also reported that Bourne was visited by reporters for *Banker and Tradesman* and that a story is likely in the next issue.

President's updates: Barry reminded Directors that the BFDC's Annual Meeting and Anniversary Celebration will be on Wednesday, September 26. Congressman William Keating is the speaker. The Why Not! Award committee met and made a selection along with recommendations for Certificates of Appreciation.

Reports from Directors and Topics for Future Discussion: Dan Doucette reported that he has been designated by the Planning Board as a member of the Transportation Advisory Committee. He is also involved in a task force that is studying options for the military to manage its wastewater treatment operation on the base. Bill Locke recommended Directors to review the situation with the Conservation Law Foundation lawsuit involving wastewater treatment that was in yesterday's *Cape Cod Times*.

Adjourn: There being no public comments, it was MOVED, SECONDED and VOTED unanimously to adjourn the meeting at 8:30 am.

Respectfully submitted,



Sallie K. Riggs
Executive Director

These Minutes were approved at the November 14, 2012 meeting of the BFDC Board of Directors.



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P.O. Box 289, Buzzards Bay, MA 02532-0289

2012 NOV 15 AM 11 43
TOWN CLERK'S OFFICE
BOURNE, MASS

Proposed Agenda - Board of Directors

Date: November 14, 2012
Time: 7:45 am
Location: Bourne Community Center

Call to order President B. Motta

Nominating Committee report M. Ford
VOTE requested

Review and VOTE on Minutes of the September 12, 2012 meeting

Treasurer's Report Treasurer E. Dean
Review report and VOTE on acceptance
Authorization of expenditures - VOTE required to ratify Executive Committee actions

Executive Director's updates S. Riggs
Report from the Main Street Steering Committee
a) *Wastewater Advisory Committee*
b) *Main Street developments*
c) *Traffic and transportation - Transportation Advisory Committee*

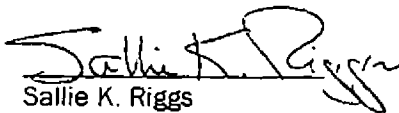
President's updates D. Doucette

Reports/Updates from Directors

Topics for Future Discussion (for information only)

Executive Session - if needed

Adjourn


Sallie K. Riggs
Executive Director

*This item is
stayed - in late
due to der for
machine mal-functioning.
RHS*

**Minutes of the meeting of the Board of Directors
November 14, 2012
Bourne Community Center**

2013 MAY 17 AM 10 17
TOWN CLERK'S OFFICE
BOURNE, MASS

Attending: Liz Dean, Dan Doucette, Robert Dutch, Chris Farrell, Michele Ford, Mike Giancola, Barry Motta. Sallie Riggs, Executive Director.

President Barry Motta opened the meeting at 7:50 am. He asked for a report from the Nominating Committee.

Nominating Committee: Michele Ford reported that the Nominating Committee is nominating the following for officers for the next year:

President	Dan Doucette
Vice President	Michele Ford
Treasurer	Liz Dean
Clerk	Jay McMahon
Member of the Executive Committee	Joe Longo

Barry asked if there were other nominations. Hearing none, it was MOVED, SECONDED and VOTED unanimously to cast one vote for the slate of officers as presented.

Barry then invited Dan to take the President's seat.

Dan thanked Barry for his leadership as the Board's second president.

Minutes: Dan asked for a motion to accept the Minutes of the Directors' meeting on September 12, 2012. It was MOVED, SECONDED and VOTED unanimously to accept the Minutes of the September 12, 2012 meeting as circulated.

Treasurer's Report: Treasurer Liz Dean referred to the Treasurer's report distributed in advance of the meeting and noted that as of August 31, 2012 the BFDC had cash in three accounts totaling \$14,228.04 - \$815.31 in the checking account, \$12,409.49 in the money market account, and \$1,003.24 in the renter's escrow account. Of this amount, \$13,431.27 is restricted funds. It was MOVED, SECONDED and VOTED unanimously to accept the report as presented.

Liz then asked for authorization to pay the one current invoice: \$300 to Sallie for preparing the tax reports. It was MOVED, SECONDED and VOTED unanimously to authorize the payment.

Liz then asked for ratification of the vote taken by the Executive Committee in October to pay invoices. It was MOVED, SECONDED and VOTED unanimously to ratify the Executive Committee's action.

Executive Director's Report:

Main Street Steering Committee:

Wastewater Advisory Committee - The Board of Sewer Commissioners endorsed an Article on the Special Town Meeting warrant to expend \$145,000 over two years for a contract/part-time project manager and for hydrogeologic studies of the proposed subsurface disposal sites

and legal fees to develop a public/private partnership. The Town Meeting vote tonight will determine the next actions on wastewater planning. Sallie noted that the Committee needs an at-large member and asked Directors to consider potential members among their friends and neighbors. Bob Dutch indicated that he has a potential member on the UCT staff.

Main Street developments - On October 26 the Town celebrated the completion of the Main Street Streetscape project. Sen. President Terry Murray was the featured speaker. There is now a rock in recognition of her assistance to the Town at the corner of Perry Avenue and Main Street.

The developer of the Optimus (now Keystone) Senior Living project had a pre-application meeting with Town staff. He is hoping to complete the permitting process and get into the ground before winter.

Traffic and transportation - The Transportation Advisory Committee needs at-large members. Sallie asked Directors to consider potential members among their friends and neighbors.

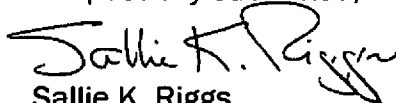
President's updates: Dan had nothing to report.

Reports from Directors and Topics for Future Discussion: Dan asked Directors for comments. Sallie was asked to report on the Bourne Development Campus progress. She noted there has been no progress in securing a right-of-way from Sam Lorusso. After a brief discussion it was recommended that the project rest while Sam is in Florida this winter.

Two topics were suggested for future meetings: wastewater and the Cape Cod Commission.

Adjourn: There being no public comments, it was MOVED, SECONDED and VOTED unanimously to adjourn the meeting at 8:23 am.

Respectfully submitted,


Sallie K. Riggs
Executive Director

These Minutes were approved at the BFDC's Board meeting on December 12, 2012.



508 457-5305 www.bfdconline.org
 P.O. Box 289, Buzzards Bay, MA 02532-0289

Proposed Agenda - Board of Directors

Date: December 12, 2012
 Time: 7:45 am
 Location: Bourne Community Center

Call to order President D. Doucette

Review and VOTE on Minutes of the November 14, 2012 meeting

Treasurer's Report Treasurer E. Dean
Review report and VOTE on acceptance
Authorization of expenditures

Executive Director's updates S. Riggs
Report from the Main Street Steering Committee
 a) *Wastewater Advisory Committee*
 b) *Main Street developments*
 c) *Transportation Advisory Committee*
Merlin Foundation - discussion

President's updates D. Doucette
Cape Cod Commission

Reports/Updates from Directors

Topics for Future Discussion (for information only)

Executive Session - if needed

Adjourn

2012 DEC 7 PM 12 20
 TOWN CLERK'S OFFICE
 BOURNE, MASS

Sallie K. Riggs
 Executive Director

**Minutes of the meeting of the Board of Directors
December 12, 2012
Bourne Community Center**

2013 MAY 17 AM 10 17
TOWN CLERK'S OFFICE
BOURNE, MASS

Attending: Richard Carlson, Dan Doucette, Robert Dutch, Michele Ford, Joe Longo, Noreen Michienzi. Sallie Riggs, Executive Director.

President Dan Doucette opened the meeting at 7:54 am. In the absence of a quorum he asked Sallie to begin the Executive Director's report.

Executive Director's Report: Sallie began by noting that a draft position description for a project coordinator for expanding wastewater management capacity has been submitted to the Town Administrator. The Advisory Committee is hoping that a search in January will identify viable candidates.

Dan noted the presence of a quorum.

Sallie continued by reporting that Fred Mielke has appeared before the Town's permitting review board and is working on plans for submission to the Town. He is also exploring ways to purchase the Byron and former Carvalho properties.

Sallie reported that the Town's Transportation Advisory Committee has had two meetings. At the last meeting CCRTA Administrator Tom Cahir spoke. He discussed the early planning for a train from Boston to Hyannis and back on weekends during the summer months with stops in Buzzards Bay, and reported that ridership on the new fixed bus routes between Bourne and Sandwich and Bourne and Falmouth is steadily increasing. Dan, who is also a member of the Committee representing the Planning Board, noted that the MMA will begin a new expansion of its dormitory capacity and will continue to need parking.

Sallie also noted that the Town is preparing an application to the state to provide funds for façade and sign improvement programs. The program would provide no interest loans of up to \$50,000 to property owners for façade improvements on Main Street and up to \$5,000 for sign improvements. The application is due in February with notification to the Town likely in June.

Minutes: Dan asked for a motion to accept the Minutes of the Directors' meeting on November 14, 2012. It was MOVED, SECONDED and VOTED unanimously to accept the Minutes of the November 14, 2012 meeting as circulated.

Treasurer's Report: Sallie, reporting for Treasurer Liz Dean, referred to the Treasurer's report distributed in advance of the meeting and noted that as of November 30, 2012 the BFDC had cash in three accounts totaling \$11,895.29 - \$480.31 in the checking account, \$10,411.51 in the money market account, and \$1,003.47 in the renter's escrow account. Of this amount, \$11,096.28 is restricted funds. It was MOVED, SECONDED and VOTED unanimously to accept the report as presented.

Merlin Foundation: Dan asked Sallie to report on the status of the housing assistance program supported by the Merlin Foundation. She noted that the landlord has not - to her knowledge - acted to remove the person from Canal Crossing unit 13 who has not been paying rent since

January. The BFDC has also not been paying the subsidy since that time. She also noted that the Foundation usually votes at its December meeting to provide funding for the program.

After some discussion there was a strong consensus that a letter should be sent to the unit 13 resident noting that he is no longer eligible for the program and that the board is eager to get an appropriate tenant. Bob Dutch noted that his son is a bar-qualified lawyer who could help draft such a letter. Sallie will also contact the landlord.

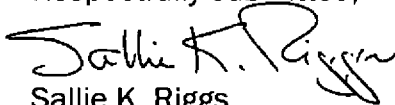
President's updates: Dan introduced a discussion about the Cape Cod Commission by noting that two things prevent extensive development of Buzzards Bay: wastewater management capacity and the Cape Cod Commission's demand for offsets to new development. A discussion followed.

Dan also reported that he has begun working with Town Planner Coreen Moore to develop a hotel/motel by-law that would use options for increased density of site development in exchange for amenities the Town would like, such as a conference center or a restaurant.

Reports from Directors and Topics for Future Discussion: Dan asked Directors for comments. Rick Carlson reported that he is working toward obtaining a "port" designation for small cruise ships for the MMA/ACoE area of the Canal. There were no suggestions for future topics

Adjourn: There being no public comments, it was MOVED, SECONDED and VOTED unanimously to adjourn the meeting at 9:03 am.

Respectfully submitted,



Sallie K. Riggs
Executive Director

These Minutes were accepted at the February 13, 2013 meeting of the BFDC Directors.

Town of Bourne
Board of Appeals
24 Perry Avenue 2012 JAN 30 AM 8 34
Buzzards Bay, MA 02532
TOWN CLERK'S OFFICE
BOURNE, MASS

MEETING NOTICE

**Board of Appeals
Wednesday, 2/1/12, 7:30 pm
Bourne Town Hall**

Agenda Items:

7:30 p.m. – Approval of minutes

7:35 p.m. - #01-12 – Variance

Riverbend Holdings, LLC c/o L.J. Palazesi. Location: 15 Beach Street, Monument Beach. Map 30.4, Section 111 in a B-1 zoning district. Proposal: Applicant seeks to transform an existing (circa 1900) one-story warehouse containing approximately 950 sq.ft. of office floor space and 1,900 sq.ft. of warehouse space in the village center of Monument Beach to a mixed use containing one retail office unit of 950 sq.ft. and two (2) one-bedroom dwelling units of 950 sq.ft each with own kitchen and bathroom facilities.

7:40 p.m. - #08-18 – 40B – Chase Estates

Request for continuance.

New Business

Old Business

Public Comment

Members Present:

_____	_____	_____
_____	_____	_____
_____	_____	_____

**Bourne Zoning Board of Appeals
Minutes of February 1, 2012
Bourne Town Hall, Lower Conference Room
Buzzards Bay, MA 02532**

2012 FEB 16 AM 8 58
TOWN CLERK'S OFFICE
BOURNE, MASS

Lee Berger, Chairman
John Priestley, Jr., Vice Chairman
Judith Riordan, Clerk (excused)
Timothy Sawyer
Wade Keene
John O'Brien
Harold Kalick
Thomas Armstrong

List of documents
None

#01-12 Variance

Riverbend Holdings, LLC c/o L.J. Palazesi. Location: 15 Beach Street, Monument Beach. Map 30.4, Section 111 in a B-1 zoning district. Proposal: Applicant seeks to transform an existing one-story warehouse containing approximately 950 sq.ft. of office floor space and 1,900 sq.ft. of warehouse space in the village center of Monument Beach to a mixed use containing one retail office unit of 950 sq.ft. and two (2) one-bedroom dwelling units of 950 sq.ft. each with own kitchen and bathroom facilities.

Sitting on the Board: Lee Berger, John Priestley, Tim Sawyer, Wade Keene and John O'Brien.
Also present: Harold Kalick and Tom Armstrong

Atty. Joyce for applicant.

Applicant looking to transform an existing one-story warehouse in the village center of Monument Beach to a mixed use containing one retail office unit and two (2) one-bedroom dwelling units with their own kitchen and bathroom facilities.

Doug Shearer, abutter and also a member of the Planning Board, has issue with parking, saying there is not enough parking in the area, but after reviewing the plans and seeing that the plans call for 6 off-street parking spaces, he supports the proposed variance.

Chm. Berger read into record the Statute granting the Board authority to grant variances, stating the Board did not have authority to grant a size variance.

Atty. Joyce referenced McCormick Superior Court case which dealt with encroaching garage into a side-yard setback. Roger Laporte said case is not applicable to this case as a corner of the garage had to be cut off.

Chm. Berger suggested applicant go to the Planning Board to re-write the bylaw. Sawyer suggested applying for a 40B comprehensive permit.

Mr. Laporte said all lots are grandfathered. Applicant is not coming in to build a new building. He needs a finding if changing the footprint of the building. Building is grandfathered. Lot size is moot. The only thing is the interior of his building, since he wants to have a majority of the first floor residential, as opposed to commercial as required by the mixed use bylaw.

Chm. Berger raised issue about soil, typography and size. Mr. Laporte said it has nothing to do with the building itself. Mr. Laporte said the variance requested is not a use variance, since the mixed use is allowed. No one spoke against the variance.

Chm. Berger said if it is granted, it will invite others to seek variances that we don't have the authority to grant. He believes the bylaw should be re-written.

Sawyer asked about the front part of the building. Applicant said building is over-sized for strictly retail use. He wants the retail space in the front. The back portion is what he is asking to convert to the two one-bedroom apartments. It is much more marketable (and village friendly) to use the 950 sq. ft. with 60 feet of frontage on Beach Street as office space, than to use a 2800 sq.ft. space for a warehouse.

Atty. Joyce said no commercial business can run out of the space as it is too big. Mr. Laporte said the site needs to be a mixed use, for which the applicant needs the variance.

Currently parking is on a grass lot.

Mr. Laporte suggested giving what he is applying for. Chm. Berger has issues with setting a precedent, but Mr. Laporte said this is the only building with this situation.

Doug Shearer is surprised applicant is asking for variance for the size. It is a change-of-use. His issue is with the portion of Section 4250 that requires a majority of the first floor space to be commercial, where the entire building is one story and will be occupied with more residential than commercial.

Chm. Berger said cannot give variance for the size for the lot.

O'Brien said before applicant goes to Planning Board, he needs permission where he does not have the 20,000 ft which he needs.

Priestley suggested that the authors of the bylaw were looking at new construction, and the portion of the bylaw that requires a 20,000 square foot lot does not apply to grandfathered lots.

Chm. Berger asked Mr. Shearer if the Planning Board would be willing to change the bylaw for October Town Meeting. Mr. Shearer said he doesn't believe it is a hard thing to do, but may not have enough time.

Mr. Laporte said the State law has grandfathered commercial lots. Existing lots become grandfathered non-conforming lots.

Chm. Berger said he feels frustrated because clearly the project is a good one, makes sense for the applicant as well as for the town, but the Zoning Bylaws don't give the ZBA the power to grant variances merely because the ZBA deems a project to be in the best interest of the town. Since the Planning Board is the special permit granting authority in this case, Planning Board should have the power to

grant a special permit when they deem the project to be in the best interest of the town. The current restrictions as to percentage commercial vs. residential, and lot size, and even frontage and side line requirements, if relevant at all in a V-B district, should be guidelines for the Planning Board to consider, and not restrictions that cannot be varied by the Planning Board.

Chm. Berger is looking for two votes; the first being whether to grant a variance under Section 4250(a) to allow a majority of the first floor to be residential rather than nonresidential; the second being whether to grant variance under Section 4250(c) waiving the 20,000 sq. ft. and also the change minimum lot size in front and side.

O'Brien MOVED and SECONDED by Sawyer to close public hearing. VOTE 5-0.

O'Brien MOVED and SECONDED by Keene to grant variance to Riverbend Holdings LLC in Appeal #01-12 with reference to 15 Beach Street to allow variance with regard to Section 4250(a) of the bylaws to permit majority of 1st floor area of bldg to be residential in accordance with the condition that 6 off-street parking spaces be provided, or such other amount of parking as may be required by the Planning Board. VOTE 5-0.

O'Brien MOVED and SECONDED by Keene that Riverbend Holdings LLC be granted a variance to 15 Beach Street in Appeal #01-12 from Section 4250(c) to allow the minimum lot size to be 7,648 square feet, the minimum lot frontage to be 60 feet, and the minimum side yard to be 1+/- foot.
VOTE 4-1 (Berger in opposition).

#08-18 – 40B Chase Estates

Atty. Attea letter requesting to continue hearing #08-18 to 3/7/12.

Priestley MOVED and SECONDED by O'Brien to continue #08-18 40B Chase Estates to 3/7/12 at 7:40 pm.
VOTE 5-0.

New Business

None.

Old Business

None.

Public Comment

None.

Adjournment

Priestley MOVED and SECONDED by O'Brien to adjourn. Meeting adjourned at 8:35 pm. Unanimous vote.

Respectfully submitted,

Lisa Groezinger, sec.

**Town of Bourne Board of Appeals
24 Perry Avenue - Buzzards Bay, MA 02532**

2012 FEB 8 AM 11 36

MEETING NOTICE

**TOWN CLERK'S OFFICE
BOURNE, MASS**

**Wednesday, 2/15/12, 7:30 pm
Bourne Town Hall**

Agenda Items:

7:30 p.m. – Approval of minutes

7:35 p.m. - #02-12 – Special Permit

Marc and Joanne Brandrup. Location: 125 Clay Pond Road, Monument Beach. Map 31.3, Parcel 176 in an R40 zoning district. Proposal: Applicant seeks to build garage as applicant is disabled

7:40 p.m. - #03-12 – Special Permit Accessory Dwelling

Jeffery Tonello, c/o Bracken Engineering, Inc. Location: 6 Fieldwood Drive, Sagamore Beach. Map 6, Lot 139 in an R40 zoning district. Proposal: Special Permit for accessory dwelling, Zoning By-Law Section 4120.

New Business

Old Business

Public Comment

Members Present:

_____	_____	_____
_____	_____	_____
_____	_____	_____

Zoning Board of Appeals
Minutes of February 15, 2012 JUL 2 AM 10 55
Bourne Town Hall, Lower Conference Room
Buzzards Bay MA 02532 TOWN CLERK'S OFFICE
BOURNE, MASS

Lee Berger, Chairman (excused)
John Priestley, Jr., Vice Chairman
Judith Riordan, Clerk
Timothy Sawyer
Wade Keene
John O'Brien
Harold Kalick
Thomas Armstrong

List of documents:
None.

Meeting called to order
7:30 pm

Approval of minutes
O'Brien MOVED and SECONDED by Sawyer to approve minutes of 2/1/12 as submitted.
VOTE 5-0.

Sawyer MOVED and SECONDED by Keene to approve minutes of 12/21/12 as submitted.
VOTE 5-0.

7:35 p.m. - #02-12 – Variance

Marc and Joanne Brandrup. Location: 125 Clay Pond Road, Monument Beach. Map 31.3, Parcel 176 in an R40 zoning district. Proposal: Applicant seeks to build a two car garage.

Sitting for the Board: John Priestley, Timothy Sawyer, Judith Riordan, Wade Keene and John O'Brien. Also present Harold Kalick and Tom Armstrong.

Priestley – applicant has shown that the topography, a sloping toward the pond at the rear of the property, provides the basis for a variance.

Applicant wishes to build a vinyl, two-car garage with electricity. Because of his disability, it is impossible for the applicant to walk on the slope of his yard to retrieve his lawn equipment. Thus, he needs the garage for storage as well as vehicles. There is no other location on the property that isn't significantly affected by the slope/topography.

No other board comments. No public comment.

Riordan MOVED and SECONDED by O'Brien to close public hearing. VOTE 5-0.

Riordan MOVED and SECONDED by Keene to approve Variance #02-12 for a garage as proposed on site plan presented to the Board and dated 1/2/12 in accordance with "concept one," due to the unique typography, the hardship being it is not feasible to put the garage anywhere else, and since no neighbors will be affected, it is not detrimental to the public good. VOTE 5-0.

7:40 p.m. - #03-12 – Special Permit Accessory Dwelling

Jeffery Tonello, c/o Bracken Engineering, Inc. Location: 6 Fieldwood Drive, Sagamore Beach. Map 6, Lot 139 in an R40 zoning district. Proposal: Special Permit for accessory dwelling, Zoning By-Law Section 4120.

Sitting for the Board: John Priestley, Timothy Sawyer, Judith Riordan, Wade Keene and John O'Brien. Also present Harold Kalick and Tom Armstrong.

Don Bracken of Bracken Engineering, Inc. for applicant. Applicants present tonight.

Surrounding property to the north is Mr. Tonello's brother; to the west is a family compound in the area. Applicant's house is centrally located, 3-bedroom ranch style house. The accessory dwelling will be in the basement, utilizing the walk-out basement facing to the west. There will be a paved driveway leading to a 2-car garage with three parking spaces outside the garage.

Requirements: the proposal complies with the lot coverage and gross floor area requirements of Section 2450 for non-conforming lots; Board of Health has not documented to the Board that sewage disposal will be satisfactorily provided for, including provision for an appropriate reserve area on the site; and parking is adequate and in accordance with section 3320; Occupancy requirements – accessory unit will be occupied by Tonello's elderly parents at a nominal rent. Certificate of Occupancy will be issued for 3 years and renewed after that time.

Mr. Bracken said there is no impact to the neighborhood, as the unit will not be noticeable to any of the neighbors.

Keene asked about egress – slider and French doors; Keene asked about the pump out system. Applicant has a fast system as this went through the Cape Cod Commission as part of a subdivision requirement in 1989.

No further Board comment. No public comment.

O'Brien MOVED and SECONDED by Riordan to close public hearing. VOTE 5-0.

O'Brien MOVED and SECONDED by Riordan to approve Special Permit #03-12 for accessory dwelling with specification that accessory dwelling shall be occupied by Mario and Margaret Tonello, parents of petitioner. VOTE 5-0.

New Business

None.

Old Business

None.

Public Comment

None.

Adjournment

Sawyer MOVED and SECONDED by O'Brien to adjourn. Meeting adjourned at 8:00 pm.
UNANIMOUS VOTE.

Respectfully submitted - Lisa Groezinger, sec.

Zoning Board of Appeals *Should be 2012*
Minutes of February 15, 2011
Bourne Town Hall, Lower Conference Room-
Buzzards Bay MA 02532

2012 MAR 8 AM 9 17
TOWN CLERK'S OFFICE
BOURNE, MASS

- Lee Berger, Chairman (excused)
- John Priestley, Jr., Vice Chairman
- Judith Riordan, Clerk
- Timothy Sawyer
- Wade Keene
- John O'Brien
- Harold Kalick
- Thomas Armstrong

List of documents:
None.

Meeting called to order
7:30 pm

Approval of minutes
O'Brien MOVED and SECONDED by Sawyer to approve minutes of 2/1/12 as submitted.
VOTE 5-0.

Sawyer MOVED and SECONDED by Keene to approve minutes of 12/21/12 as submitted.
VOTE 5-0.

7:35 p.m. - #02-12 - Variance
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Sitting for the Board: John Priestley, Timothy Sawyer, Judith Riordan, Wade Keene and John O'Brien. Also present Harold Kalick and Tom Armstrong.

Priestley – applicant has shown that the typography, a sloping toward the pond at the rear of the property, provides the basis for a variance.

Applicant wishes to build a vinyl, two-car garage with electricity. Because of his disability, it is impossible for the applicant to walk on the slope of his yard to retrieve his lawn equipment. Thus, he needs the garage for storage as well as vehicles. There is no other location on the property that isn't significantly affected by the slope/topography.

No other board comments. No public comment.

Riordan MOVED and SECONDED by O'Brien to close public hearing. VOTE 5-0.

Riordan MOVED and SECONDED by Keene to approve Variance #02-12 for a garage as proposed on site plan presented to the Board and dated 1/2/12 in accordance with "concept one," due to the unique typography, the hardship being it is not feasible to put the garage anywhere else, and since no neighbors will be affected, it is not detrimental to the public good. VOTE 5-0.

7:40 p.m. - #03-12 – Special Permit Accessory Dwelling

Jeffery Tonello, c/o Bracken Engineering, Inc. Location: 6 Fieldwood Drive, Sagamore Beach. Map 6, Lot 139 in an R40 zoning district. Proposal: Special Permit for accessory dwelling, Zoning By-Law Section 4120.

Sitting for the Board: John Priestley, Timothy Sawyer, Judith Riordan, Wade Keene and John O'Brien. Also present Harold Kalick and Tom Armstrong.

Don Bracken of Bracken Engineering, Inc. for applicant. Applicants present tonight.

Surrounding property to the north is Mr. Tonello's brother; to the west is a family compound in the area. Applicant's house is centrally located, 3-bedroom ranch style house. The accessory dwelling will be in the basement, utilizing the walk-out basement facing to the west. There will be a paved driveway leading to a 2-car garage with three parking spaces outside the garage.

Requirements: the proposal complies with the lot coverage and gross floor area requirements of Section 2450 for non-conforming lots; Board of Health has not documented to the Board that sewage disposal will be satisfactorily provided for, including provision for an appropriate reserve area on the site; and parking is adequate and in accordance with section 3320; Occupancy requirements – accessory unit will be occupied by Tonello's elderly parents at a nominal rent. Certificate of Occupancy will be issued for 3 years and renewed after that time.

Mr. Bracken said there is no impact to the neighborhood, as the unit will not be noticeable to any of the neighbors.

Keene asked about egress – slider and French doors; Keene asked about the pump out system. Applicant has a fast system as this went through the Cape Cod Commission as part of a subdivision requirement in 1989.

No further Board comment. No public comment.

O'Brien MOVED and SECONDED by Riordan to close public hearing. VOTE 5-0.

O'Brien MOVED and SECONDED by Riordan to approve Special Permit #03-12 for accessory dwelling with specification that accessory dwelling shall be occupied by Mario and Margaret Tonello, parents of petitioner. VOTE 5-0.

New Business

None.

Old Business

None.

Public Comment

None.

Adjournment

Sawyer MOVED and SECONDED by O'Brien to adjourn. Meeting adjourned at 8:00 pm.
UNANIMOUS VOTE.

Respectfully submitted - Lisa Groezinger, sec.

Sullivan, Tracy

From: lgroezinger@gmail.com
Sent: Sunday, February 26, 2012 5:04 PM
To: Sullivan, Tracy
Cc: Chapman, Wendy; Campbell, Cheryl
Subject: Fw: ZBA - agenda 3/7/12

2012 FEB 27 AM 8 21
TOWN CLERK'S OFFICE
BOURNE, MASS

Hi Tracey

Can you post this for ZBA meeting? Thanks!

Lisa
Sent from my BlackBerry® by Boost Mobile

-----Original Message-----
From: lgroezinger@gmail.com
Date: Sun, 26 Feb 2012 22:02:14
To: <lgroezinger@gmail.com>
Reply-To: lgroezinger@gmail.com
Subject: ZBA - agenda 3/7/12

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

MEETING NOTICE

Board of Appeals
Wednesday, 3/7/12, 7:30 pm
Bourne Town Hall

Agenda Items:

7:30 p.m. - Approval of minutes

7:35 p.m. - #05-12 - Special Permit
Bay View Campgroup, Inc. Location: 260 MacArthur Boulevard, Monument Beach. Map 31, Lot
in a B-4, R-40 zone. Proposal: Request for dog kennel license

7:40 p.m. - #08-18 - 40B Chase Estates
Continued from 2/1/12 meeting date.

7:45 p.m. #04-12 - Variance

Meetinghouse Group Realty Trust/Jay Briggs, Trustee c/o Bracken Engineering, Inc. Locat:
0 Meetinghouse Lane. Map 12.1, Parcel 2.2. Proposal: variance to Section 3540 for parking
area located 5.8' from street line rather than 15' minimum required.

New Business

Old Business

Public Comment

Members Present:

Sent from my BlackBerry® by Boost Mobile

Zoning Board of Appeals
Minutes of March 7, 2012
Bourne Town Hall, Lower Conference Room
Bourne
Buzzards Bay MA 02532

2012 SEP 27 PM 3 35

TOWN CLERK'S OFFICE

BOURNE, MASS

Lee Berger, Chairman
John Priestley, Jr., Vice Chairman
Judith Riordan, Clerk
Timothy Sawyer (excused)
Wade Keene
John O'Brien
Harold Kalick
Thomas Armstrong

List of documents:
None.

Meeting called to order
7:30 pm

Approval of minutes

Riordan MOVED and SECONDED by O'Brien to approve minutes of 2/15/12 as submitted.
VOTE 5-0.

7:35 p.m. - #05-12 – Special Permit

Bay View Campground, Inc. Location: 260 MacArthur Boulevard, Monument Beach. Map 31, Lot 37 in a B-4, R-40 zone. Appeal of Building Inspector's Decision that a dog park is a kennel under the definition of the Bourne Zoning Bylaws.

Sitting for the Board: Lee Berger, John Priestley, Judith Riordan, Wade Keene and John O'Brien. Also present Harold Kalick and Tom Armstrong.

Mr. David Richie and Marina Tiapula, owners and managers of Bay View Campgrounds, Inc.

Mr. Richie said he erected a fenced-in area in 2011 for campers to bring their dogs to run off the leash. They don't want to be considered a kennel, just a dog park. They do not harbor or care for the dogs, the dog owners care for their own dogs.

Building Inspector Roger Laporte said a complaint was called in. Definition of the bylaw for kennel mentions "harboring or caring" for more than three (3) dogs, irrespective of the purpose for which they are maintained.

Chm. Berger said he checked the definition of the word "care" in Webster's Dictionary, and it means "to have under watchful attention; to take care of."

Priestley – asked about fees. No fee is charged for dogs, but they do require a rabies shot and the owner of the dog must be present with their dog at all times.

O'Brien – inquired about why this would be a kennel if all that happens is the dogs run around with the owners present. Mr. Laporte cited the bylaw definition.

The Chairman proceeded to ask the audience, consisting of about 50 people, if they wanted to be heard.

Chuck Capolain, 73 Brookside Road, opposed the dog park. He was concerned about safety, someone getting hit by a golf ball, the noise of barking dogs, and the reduced market value of his condominium caused by the dog park.

Mike Downey, Brookside Road abutter, opposed the dog park. He raised issue of the dog waste being absorbed into the ground and the permeating smell affecting the homes of abutters.

Vic Manning, abutter opposed to the dog park and suggested the Board consult with the Board of Health (BOH).

Chm. Berger said the Board of Appeals had received an email from the BOH, recognizing the dog park as being an exercise area and not a boarding area, but if the applicant wanted to board dogs he must comply with BOH regulations or obtain a variance from the BOH. The BOH definition of "Dog and Cat Kennels" is "any building, lot, structure, enclosure, or premises, or portion thereof where more than three (3) dogs or cats three months old or older are kept or maintained for any purpose."

Kathy McWillon, 86 Brookside Road abutter, is opposed to the dog park. She stated that the dogs bark incessantly, sometimes for more than 1 ½ hours at a time. She suggested the dog park be relocated to someplace else within the campground.

Joe Dealy, General Manager of Brookside Golf Club and direct abutter, opposes the kennel because it will interfere with their clientele: golf is a game of concentration, and dog barking interferes with concentration.

The Brookside Condo Association does have guidelines for dogs, must be kept on a leash at all times.

Jack Henry, 62 Brookside Road abutter, is opposed to the dog park. The campground has been good neighbors, but the noise from the dogs, especially on weekends, is annoying.

Robert Clay – abutter opposed to the dog park because of the safety issues only.

Robin Clay, 68 Brookside Road abutter, was opposed to the dog park. He expressed his concern about the safety of the persons and dogs using the park because of errant golf balls.

Dale Rector, 82 Brookside Road abutter opposed the dog park because of the negative impact on property values.

Debra Johnson, Brookside abutter, complained that her dog barks when it hears other dogs barking, so she is forced to close her windows.

Dick Sharpe, Brookside abutter, said a dog park is a convenience, not a necessity, and most campgrounds to not have dog parks.

Kathleen McCarthy, represents Mr. and Mrs. Finley at 11 Blue Meadow Court, abutter, complained about the noise.

Margaret Perkins, 13 Blue Meadow Court abutter, complained about the noise.

Chm. Berger read an email into the record from Mr. Marty Johnson, Brookside Road abutter. Dog park is less than 1,000 feet from his porch. He complained of noise and reduced property values.

Betty Clark, 68 Brookside Road abutter, said there would be a significant impact on tax revenue in the town if the balue of the Brookside properties went down due to the dog park.

Roxanne Darden, a Brookside Road abutter, voiced her concern about the noise impacting her lifestyle. Safety is also a concern.

M. Jennings, 70 Brookside Road abutter, complained of barking noise and people noise coming from the dog park.

Vic Manning – suggested Board members view the site. Chm. Berger said most of the members have already visited the site.

Mario Lucerini, Brookside abutter, is opposed to the dog run and has concerns about affecting re-sale value.

Applicant got up to speak before the Board and apologized, saying he wasn't aware of the issues that were raised. He will move the park. However, he asked if it is legal to have the dog park to another location in the campgrounds without a special permit for a kennel. Chm. Berger said Mr. Laporte ruled that the dog park is a kennel, and therefore it is not legal without a permit, unless the Board decides to reverse the building inspector's decision.

Roger Laporte stated that our zoning bylaws provide that certain uses need special permits; and that the Town has attempted to define those uses, and those definitions are sometimes very broad. The reason they are broad is not to prevent the use, but to provide a way to place reasonable conditions on that use. His ruling was not to prevent the dog park from existing, but to allow the Board an opportunity to place reasonable conditions on the use.

Priestley MOVED and SECONDED by Riordan to close the public hearing. VOTE 5-0.

Priestley says he feels the campground is one property, and since there are more than 3 dogs in the campground, according to our bylaw, the applicant needs a special permit for a kennel (even if he does not have a dog park). The same would apply to the Brookside Condominiums, or to Hideaway Village, since it is all considered one lot with more than 3 dogs.

O'Brien doesn't believe the bylaw should be interpreted so broadly, but he does concur with the Building Inspector's determination. If applicant wants to have another place, make application and the Board will make the determination whether and under what conditions a special permit should issue. He wouldn't want to vote a kennel permit unless he was assured it would be where it was not going to be detrimental to the neighbors.

Riordan – given the broad definition, she would support the Building Inspector's decision to cease and desist.

Armstrong – agrees with Riordan and would suggest applicant find a different location that wouldn't interfere with neighbors if they came back before the Board.

Kalick – asked what action is taken if applicant comes back before the Board and approves a special permit and a complaint is filed after the fact. Those complaints could go to the Selectmen, to the DNR, or to the Building Inspector (and then to the Board of Appeals). The Board would likely place a condition upon any such special permit that it is subject to review if complaints are lodged.

Keene – supports Building Inspector's decision.

Chm. Berger – his first thought was a safety issue, and in order to have authority to control safety, he supports building inspector's interpretation.

O'Brien MOVED and SECONDED by Riordan to affirm the Building Inspector's decision.
VOTE 5-0.

A brief recess.

7:40 p.m. - #08-18 – Special Permit Accessory Dwelling

Chase Estates letter from Atty. Attea is requesting hearing be continued request for continuance to 5/16/12.

Priestley MOVED and SECONDED by Riordan to continue hearing until 5/16/12 at 7:40 pm.
VOTE 5-0.

#04-12 – Variance

Meetinghouse Group Realty Trust/Jay Briggs, Trustee, c/o Bracken Engineering, Inc.

Location: 0 Meetinghouse Lane, Sagamore Beach. Map 12.1, Parcel 2.2 in a B-2 zone.

Proposal: Variance to Section 3540 for parking area located 5.8' from street line rather than 15' minimum required.

Sitting for the Board: Lee Berger, John Priestley, Judith Riordan, Wade Keene and John O'Brien. Also present Harold Kalick and Tom Armstrong.

Don Bracken representing applicant Mr. Briggs. Requesting variance for parking area located 5.8' from street line rather than 15'. Applicant doesn't meet the 15' and requesting variance due to proposed use of the site. Parking lot would be 30' from edge of the pavement, since 25 feet is an unpaved part of the road layout owned by the town.

Chm. Berger asked if the applicant would need permission to cut down the trees in the 25 foot road layout area to make it into a landscaped, grass area. Mr. Bracken said probably, but it was standard for the abutting property owner to care for such a portion of the property between his property and the paved road. Mr. Bracken also said the applicant would need a driveway entrance permit from Bourne DPW. Landscape package is included to help shield parking from the street. Shrubs will be planted behind fence towards the parking lot. Would need to go before the Planning Board for site plan review, which is on hold until pending this request for the variance.

Mr. Laporte asked if this lot already had a variance. Mr. Bracken said yes, a variance from the merger doctrine was granted, but that variance was still in effect since it was less than one year ago.

Chm. Berger asked what the grounds would be to request a variance. Mr. Bracken pointed to the shape of the lot because the best use of the lot was an office building, and placing the parking behind the building would interfere with the residential neighbors, and the widest portion of the lot was at the front of the building.

Mr. Bracken said the previous owner also proposed a big garage type building. This new proposal will be more advantageous to the neighborhood.

O'Brien – asked for clarification on the plans as to from where the parking lot had to be 15'. It is from owner's property line back to the edge of the road layout. Mr. Laporte said that at anytime the State could pave right up to the property line.

Chm. Berger asked the building inspector what is the rationale of the bylaw for having any particular distance from the edge of the parking lot to the street line. Mr. Laporte responded that it is primarily aesthetics.

Priestley MOVED and SECONDED by Riordan to close hearing. VOTE 5-0.

Priestley MOVED and SECONDED by Keene to approve variance #04-12 with the parking lot being no closer than 5.8' in accordance with the plans submitted, with the further condition that the proposal be subject to Planning Board site plan review and a curb cut permit from the town DPW. VOTE 5-0.

New Business

None.

Old Business

None.

Public Comment

None.

Adjournment

Priestley MOVED and SECONDED by Keene to adjourn. Meeting adjourned at 8:45 pm.
UNANIMOUS VOTE.

Respectfully submitted - Lisa Groezinger, sec.



TOWN OF BOURNE

BOARD OF APPEALS



2012 MAR 22 AM 8 42 24 Perry Avenue
Buzzards Bay, MA 02532

TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
<u>Wednesday, April 18, 2012</u>	<u>7:30 P.M.</u>	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

● AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. - #07-12 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Neal A. Carriker. Location: 17A Thompson Lane, Hideaway Village. Map 14, Section Number 49, Lot No. 17A in an R-80 zoning district. Proposal: Applicant requests to construct a shed dormer on the north facing roof. In addition to the dormer, a new skylight is being proposed on the south facing roof and the entire existing roof is to be re-shingled.

7:40 p.m. - #08-12 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

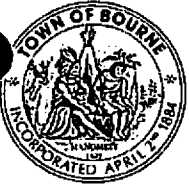
Roger & Judith Merra. Location: 14 Pequot Avenue, Pocasset. Map 43.3, Section Number 184 in an R-40 zoning district. Proposal: Applicant requests to demolish and rebuild single-family dwelling. Special Permit per Section 2457 to allow a 10% increase in gross floor area (GFA). Allowable GFA is 1,250 sq. ft; proposed GFA is 1,375 sq. ft (10% increase).

7:45 p.m. - #09-12 - Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Jack & Anne Wood. Location: 35 Park Street, Pocasset. Map 43.3, Section Number 203 in a R-40 zoning district. Proposal: Applicant requests to raze existing dwelling, construct new dwelling. Special Permit per Section 2457 to allow a 10% increase in gross floor area (GFA). Allowable GFA is 3,651 sq. ft.; proposed GFA is 3,840 sq. ft. (5% increase).

7:50 p.m. - #06-12 – Variance

William W. Hays. Location: 72 Deseret Drive Map 15, Parcel 171, Lot 101 in an R-80 zone. Proposal: Applicant wishes to add an 8'x12' shed.



2012 MAR 21 PM 2:12
TOWN OF BOURNE
Board of Appeals
TOWN CLERK'S OFFICE 24 Perry Avenue
BOURNE, MASS Buzzards Bay, MA 02532
Phone: (508) 759-0615 ext. 3
Fax: (508) 759-0611



Public Hearing Notice

APPEAL: #07-12 SPECIAL PERMIT

APPLICANT: Neal A. Carriker

LOCATION: 17A Thompson Lane, Hideaway Village

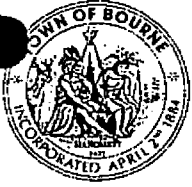
MAP: 14 Section: 49 Lot: 17A

PROPOSAL: Applicant seeks to construct shed dormer on north facing roof; a new skylight proposed on south facing roof; entire existing roof to be re-shingled.

DATE & TIME: Wednesday April 18, 2012 at 7:35 p.m.

PLACE: Bourne Town Hall, Lower Conference Room
24 Perry Ave, Buzzards Bay, MA 02532

Bourne Courier:
March 28, 2012
April 4, 2012



TOWN OF BOURNE

Board of Appeals

2012 MAR 21 PM 2:12
1224 Perry Avenue
Buzzards Bay, MA 02532
TOWN CLERK'S OFFICE
BOURNE, MASS
Phone: (508) 759-0615 ext. 3
Fax: (508) 759-0611



Public Hearing Notice

APPEAL: #08-12 SPECIAL PERMIT

APPLICANT: Roger & Judith Merra

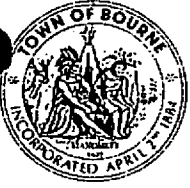
LOCATION: 14 Pequot Avenue, Pocasset
MAP: 43.3 Section: 184

PROPOSAL: Applicant seeks to demolish and re-build single-family dwelling. Special Permit per Section 2457 to allow a 10% increase in GFA: Allowable GFA - 1,250 sq. ft; proposed GFA - 1,375 sq. ft.

DATE & TIME: Wednesday April 18, 2012 at 7:40 p.m.

PLACE: Bourne Town Hall, Lower Conference Room
24 Perry Ave, Buzzards Bay, MA 02532

Bourne Courier:
March 28, 2012
April 4, 2012



TOWN OF BOURNE

2012 MAR 21 *Board of Appeals*
24 Perry Avenue
TOWN CLERK'S OFFICE, Buzzards Bay, MA 02532
BOURNE Phone: (508) 759-0615 ext. 3
Fax: (508) 759-0611



Public Hearing Notice

APPEAL: #09-12 SPECIAL PERMIT

APPLICANT: Jack & Anne Wood

LOCATION: 35 Park Street, Pocasset

MAP: 43.3 Section: 203

PROPOSAL: Applicant seeks to raze existing dwelling, construct new dwelling. Special Permit per Section 2457 to allow a 10% increase in GFA: Allowable GFA - 3,651 sq. ft; proposed GFA - 3,849 sq. ft. (5% increase).

DATE & TIME: Wednesday April 18, 2012 at 7:45 p.m.

PLACE: Bourne Town Hall, Lower Conference Room
24 Perry Ave, Buzzards Bay, MA 02532

Bourne Courier:
March 28, 2012
April 4, 2012

**Zoning Board of Appeals
Minutes of April 18, 2012
Bourne Town Hall
Buzzards Bay, MA 02532**

2012 JUL 2 AM 10 56

TOWN CLERK'S OFFICE
BOURNE, MASS

.....
Lee Berger, Chairman (excused)
John Priestley, Jr., Vice Chairman
Wade Keene (excused)
Tim Sawyer (excused)
Judith Riordan
John O'Brien
Harold Kalick
Tom Armstrong

Roger LaPorte, Inspector of Buildings

Member(s) of the Press: Diana Barth, Bourne Enterprise

List of Documents

- Jason McGrath document of opposition to #08-12 dated 4/18/12 – 3 pages

Meeting called to order

7:30 pm by V-Chairman Priestley

Sitting on the Board tonight: John Priestley, Jr., Judith Riordan, John O'Brien, Harold Kalick and Tom Armstrong

Approval of Minutes

Riordan MOVED and SECONDED by O'Brien to approve minutes of 3/7/12 as submitted.
UNANIMOUS VOTE.

#07-12 – Special Permit - Extension or alteration of a pre-existing non-conforming structure or use

Agenda Items Neal A. Carriker. Location: 17A Thompson Lane, Hideaway Village. Map 14, Section Number 49, Lot No. 17A in an R-80 zoning district. Proposal: Applicant requests to construct a shed dormer on the north facing roof. In addition to the dormer, a new skylight is being proposed on the south facing roof and the entire existing roof is to be re-shingled.

Shed dormer and skylight, roof re-shingled.

Applicant discussed the 25-year old roof and need more storage space. Peak is 5 feet tall. FD has no issues with the project signed by Palonzi and HAV Association approved.

No Board questions. No public comment.

O'Brien MOVED and SECONDED by Riordan to close hearing for #07-12. VOTE 5-0.

Armstrong MOVED and SECONDED by Riordan to approve Special Permit #07-12 with the finding of project not being more detrimental to the neighborhood. VOTE 5-0.

#08-12 - Special Permit - Extension or alteration of a pre-existing non-conforming structure or use

Roger & Judith Merra. Location: 14 Pequot Avenue, Pocasset. Map 43.3, Section Number 184 in an R-40 zoning district. Proposal: Applicant requests to demolish and re-build single-family dwelling. Special Permit per Section 2457 to allow a 10% increase in gross floor area (GFA). Allowable GFA is 1,250 sq. ft; proposed GFA is 1,375 sq. ft (10% increase).

Don Bracken, Bracken Engineering for applicant.

Original house built in 1940. Plan separated in two views. Existing conditions includes a 3-bedroom ranch one-story. Septic in the front. Large maple trees and all grass lot. No off-street parking on the lot itself. Location in the neighborhood is within the coastal flood zone. Most of the house is in the higher flood zone area. Aerial photograph presented to the Board.

Razing existing house and construct new house towards the front of the house similar to other homes in the neighborhood. Meet front yard setback and side yard setbacks. Septic will be put in the back yard. Mr. LaPorte asked about the projections. Projection of the windows are less than 75 sq. ft.

Actual lot coverage is 25% and proposal at 23% to not exceed required lot coverage, but requesting additional 10% of the gross floor area.

Mr. LaPorte made the Board and applicant aware of the Fire Department and Board of Health letter responses of said application.

Mr. Bracken said a perk test was done and passed and received Conservation Commission approval.

Mr. LaPorte feels the Fire Department is mute as statements pertain to the old building; new project does conform.

Jason McGrath, abutter, submitted handout documenting opposition to this project. Pictures are taken from this past Sunday briefly reviewed. His view of Hen Cove from his front porch will be obstructed with this new proposal. Fence quality of construction is an issue and will discuss with applicant in the near future. No footings, facing the wrong way.

Plans as drawn indicates a 3-bedroom house, which he questions the amount of bedrooms. Mr. McGrath feels drawing doesn't meet minimal setback on the side set back.

The beginning of the proposed house is 11 ½ feet.

Fence is along the lot line and was installed in the Fall of 2010, one month after he purchased the property. Prior to meeting, applicant told Mr. McGrath they cannot afford to install a new fence and it will remain the as is.

The fence is unstable and a safety issue, facing the wrong way. Adding to a poorly constructed fence is dangerous.

In summary, the installed fence has impacted his view. Application exceeds GFA and exceeds setbacks. Mr. McGrath asked why a Special Permit was being applied for and sees no reason to grant. He would like to see applicant to replace the fence. Another option is to extend front setback and adhere to the side setbacks.

Mr. Bracken – the fence is irrelevant and doesn't apply to the said the Special Permit and suggested Mr. McGrath discuss further with Mr. LaPorte at a later date.

Mr. Bracken – believes the said proposal conforms to the setbacks. For the new structure he took the average of front setbacks for conformance with abutting structures.

Priestley – the Board is not being asked to grant any relief.

Mr. Bracken – the shed is counted towards the GFA area in the project. The plan calls to remove the shed to compensate to use sq. footage in the new structure.

In summary, applicant is seeking entitlement to the 10% increase.

O'Brien – asked if putting proposed structure towards the front because of the Flood Zone. Mr. Bracken said yes.

Mr. LaPorte – there is no regulation with regard to the facing of the fence. Through Town Counsel, there is no "bad side" of the fence. He explained the history of facing the outside of the fence. Most neighbors put the smooth side facing the abutter, but it is not a requirement.

Mr. Bracken – submitted evidence of new structure being a 3-bedroom dwelling.

Lucy Coe, daughter of applicants – abutting property is Mr. McGrath's investment property and believes the fence is a mute point; the fence was erected because Mr. McGrath's property is a rental property and there have been issues with renters in the past. She suggested the fence nails sticking out towards Mr. McGrath's property can be taken care of.

Mr. McGrath – he believes it doesn't conform with the Town of Bourne rules. Applicant wants a house more conforming towards the front of the house. As being an investment property, he has a legal right to rental property. He has a "no dogs allowed", curfews and quiet hours in his

rental contracts; the previous owner's renters has no relevance to him. As far as the location, it helps with the flood plain but so would a smaller house; one that is narrower.

Mr. LaPorte – explained applicant's right would be to the Board, applicant and abutter. Applicant can get a permit to make it only 10% smaller. Applicant is here for the 10% extra and this is the only thing that does not meet the town bylaw.

Mr. McGrath – due to house proposed to be 10% larger, it has a few different impacts.

O'Brien MOVED and SECONDED by Riordan to close public hearing. VOTE 5-0.

Priestley said Mr. Laporte expressed what he was thinking in that what is being asked for is something which would if refused would in no way litigate the complaints heard from the abutter. The issue is to approve or deny of the extra 10%.

Riordan MOVED and SECONDED by O'Brien to approve Special Permit to #08-12 to demolish and re-build single-family dwelling per plans submitted. VOTE 5-0.

#09-12 - Special Permit - Extension or alteration of a pre-existing non-conforming structure or use

Jack & Anne Wood. Location: 35 Park Street, Pocasset. Map 43.3, Section Number 203 in a R-40 zoning district. Proposal: Applicant requests to raze existing dwelling, construct new dwelling. Special Permit per Section 2457 to allow a 10% increase in gross floor area (GFA). Allowable GFA is 3,651 sq. ft.; proposed GFA is 3,840 sq. ft. (5% increase).

Don Bracken, Bracken Engineering, for applicant.

Requesting a 5% increase in the same general area. Lot is larger over 18,000 sq. ft. lot. Applicant inherited property. There is a coastal bank which touches the northern line and was Conservation Commission approved.

20% lot coverage complies. Arial photograph presented to the Board. Septic located in the back due to resources area and proposed towards the front. Calculate average grade 12 ft. Also completed a profile that more than 50%, the space does not count towards the GFA. 2-story dwelling with a walk-out. The measurement of the slope is 33 ft and drops to 17 ft towards the wetlands.

Riordan – asked about the trees. Proposing a berm to protect water run off with the wetland. Are going from 3-bedroom and 4-bedroom. Applicant will go before the BOH with regard to the septic.

O'Brien – if septic going in the front, trees will need to be removed.

No further Board comment. No public comment.

O'Brien MOVED and SECONDED by Kalick to close public hearing for #09-12.

O'Brien MOVED and SECONDED by Kalick to approve Special Permit #09-12 application to raze and construct new dwelling in compliance with Section 2457. VOTE 5-0.

Bracken informed the Board per Town Planner Coreen Moore, that there will be an amendment with regard to the shed not included in the GFA.

#06-12 - Variance

William W. Hays. Location: 72 Deseret Drive Map 15, Parcel 171, Lot 101 in an R-80 zone.
Proposal: Applicant wishes to add an 8'x12' shed.

Proposed shed does not meet the minimum of 12 feet from the lot line. He would be very close to his house from an aesthetic point of view for himself and the community if he met the 12 foot minimum.

Priestley – feels this proposal is a very small amount.

Kalick – asked who owns the fence. Applicant said the abutter owns the fence.

No further Board comments. No public comment.

O'Brien MOVED and SECONDED by Kalick to close hearing for Variance #06-12.

Kalick MOVED and SECONDED by O'Brien to approve Variance #06-12 to construct shed 8'x12' per drawing submitted. VOTE 5-0.

Adjournment

O'Brien MOVED and SECONDED by Kalick to adjourn meeting. Meeting adjourned at 8:40 pm.
UNANIMOUS VOTE.

**Zoning Board of Appeals
Minutes of April 18, 2012
Bourne Town Hall
Buzzards Bay, MA 02532**

2012 MAY 17 AM 10 24
TOWN CLERK'S OFFICE
BOURNE, MASS

.....
Lee Berger, Chairman (excused)
John Priestley, Jr., Vice Chairman
Wade Keene (excused)
Tim Sawyer (excused)
Judith Riordan
John O'Brien
Harold Kalick
Tom Armstrong

Roger LaPorte, Inspector of Buildings

Member(s) of the Press: Diana Barth, Bourne Enterprise

List of Documents

- Jason McGrath document of opposition to #08-12 dated 4/18/12 – 3 pages

Meeting called to order

7:30 pm by V-Chairman Priestley

Sitting on the Board tonight: John Priestley, Jr., Judith Riordan, John O'Brien, Harold Kalick and Tom Armstrong

Approval of Minutes

Riordan MOVED and SECONDED by O'Brien to approve minutes of 3/7/12 as submitted.
UNANIMOUS VOTE.

#07-12 – Special Permit - Extension or alteration of a pre-existing non-conforming structure or use

Agenda Items Neal A. Carriker. Location: 17A Thompson Lane, Hideaway Village. Map 14, Section Number 49, Lot No. 17A in an R-80 zoning district. Proposal: Applicant requests to construct a shed dormer on the north facing roof. In addition to the dormer, a new skylight is being proposed on the south facing roof and the entire existing roof is to be re-shingled.

Applicant discussed the 25-year old roof and need more storage space. Peak is 5 feet tall. FD has no issues with the project signed by Palonzi and HAV Association approved.

No Board questions. No public comment.

O'Brien MOVED and SECONDED by Riordan to close hearing for #07-12. VOTE 5-0.

Armstrong MOVED and SECONDED by Riordan to approve Special Permit #07-12 with the finding of the project not being more detrimental to the neighborhood. VOTES-0.

#08-12 - Special Permit - Extension or alteration of a pre-existing non-conforming structure or use

Roger & Judith Merra. Location: 14 Pequot Avenue, Pocasset. Map 43.3, Section Number 184 in an R-40 zoning district. Proposal: Applicant requests to demolish and re-build single-family dwelling. Special Permit per Section 2457 to allow a 10% increase in gross floor area (GFA). Allowable GFA is 1,250 sq. ft; proposed GFA is 1,375 sq. ft (10% increase).

Don Bracken, Bracken Engineering for applicant.

Original house built in 1940. Existing conditions includes one-story, 3-bedroom ranch. Septic in the front. Lot includes large maple trees and an all grass lot. Location in the neighborhood is within the coastal flood zone. Most of the house is in the higher flood zone area. Aerial photograph presented to the Board.

Applicant seeking to raze existing house and construct new house towards the front of the lot similar to other homes in the neighborhood. Project meeting front yard and side yard setbacks. Septic will be put in the back yard. Projection of the windows are less than 75 sq. ft.

Actual lot coverage is 25% and proposal at 23% to not exceed required lot coverage, but requesting additional 10% of the gross floor area.

Mr. LaPorte made the Board and applicant aware of the Fire Department and Board of Health letter responses of said application.

Mr. Bracken said a perk test was done and passed and has received Conservation Commission approval.

Mr. LaPorte feels the Fire Department has a mute point as statements pertain to the old building; new project does conform.

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Plans as drawn indicates a 3-bedroom house, which he questions the amount of bedrooms. Mr. McGrath feels drawing doesn't meet minimal setback on the side set back; the beginning of the proposed house is 11 ½ feet.

Fence is along the lot line and was installed in the Fall of 2010, one month after he purchased the property. Prior to tonight's meeting, he met with applicant and was told they cannot afford to install a new fence and it will remain as is. He feels the fence is unstable and a safety issue. It is also facing the wrong way.

In summary, he believes the installed fence has impacted his view. Application exceeds GFA and exceeds setbacks. Mr. McGrath sees no reason to grant Special Permit. He would like to see applicant to replace the fence. He suggested applicant extend front setback and adhere to the side setbacks.

Mr. Bracken – the fence is irrelevant and doesn't apply to the Special Permit and suggested Mr. McGrath discuss further with Mr. LaPorte at a later date. He also believes the said proposal conforms to the setbacks; for the new structure he took the average of front setbacks for conformance with abutting structures.

Priestley – the Board is not being asked to grant any relief other than GFA exemptions.

Mr. Bracken – the shed is counted towards the GFA area in the project. The plan calls to remove the shed to compensate and to use sq. footage in the new structure.

In summary, applicant is seeking entitlement to the 10% increase.

O'Brien – asked if putting proposed structure towards the front because of the Flood Zone. Mr. Bracken said yes.

Mr. LaPorte – there is no regulation with regard to the facing of the fence. Through Town Counsel, there is no "bad side" of the fence. He explained the history of facing the outside of the fence. Most neighbors put the smooth side facing the abutter, but it is not a requirement.

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Mr. McGrath – he believes it doesn't conform with the Town of Bourne rules. Applicant wants a house more conforming towards the front of the house. As being an investment property, he has a legal right to rental property. He has a "no dogs allowed", curfews and quiet hours in his rental contracts; the previous owner's renters has no relevance to him. As far as the location, it helps with the flood plain but so would a smaller house; one that is narrower.

Mr. LaPorte – said applicant is here for the 10% extra and this is the only thing that does not meet the town bylaw.

Mr. McGrath – due to house proposed to be 10% larger, it has a few different impacts.

O'Brien MOVED and SECONDED by Riordan to close public hearing. VOTE 5-0.

Priestley - the issue is to approve or deny of the extra 10%.

Riordan MOVED and SECONDED by O'Brien to approve Special Permit to #08-12 to demolish and re-build single-family dwelling per plans submitted which calls for 10% increase in GFA. VOTE 5-0.

#09-12 - Special Permit - Extension or alteration of a pre-existing non-conforming structure or use

Jack & Anne Wood. Location: 35 Park Street, Pocasset. Map 43.3, Section Number 203 in a R-40 zoning district. Proposal: Applicant requests to raze existing dwelling, construct new dwelling. Special Permit per Section 2457 to allow a 10% increase in gross floor area (GFA). Allowable GFA is 3,651 sq. ft.; proposed GFA is 3,840 sq. ft. (5% increase).

Don Bracken, Bracken Engineering, for applicant.

Requesting a 5% increase in the same general area. Lot is over 18,000 sq. ft. lot. Applicant inherited property. There is a coastal bank which touches the northern line and project has Conservation Commission approved.

20% lot coverage complies. Arial photograph presented to the Board. Septic located in the back due to resources area and is proposing to put towards the front. He calculated the average grade to be 12 ft. Also completed a profile that includes more than 50%; the space does not count towards the GFA. This is a two-story dwelling with a walk-out basement. The measurement of the slope is 33 ft at the highest and drops to 17-ft towards the wetlands.

Riordan – asked about the trees. Proposing a berm to protect water run off with the wetland. Increasing a 3-bedroom to a 4-bedroom. Applicant will go before the BOH with regard to the septic.

O'Brien – if septic going in the front, trees will need to be removed.

No further Board comment. No public comment.

O'Brien MOVED and SECONDED by Kalick to close public hearing for #09-12.

O'Brien MOVED and SECONDED by Kalick to approve Special Permit #09-12 application to raze and construct new dwelling with 5% GFA over allowable GFA per Section 2457. VOTE 5-0.

Bracken informed the Board per Town Planner Coreen Moore, that there will be a future proposed bylaw amendment with regard to a shed not included in the GFA calculations.

#06-12 - Variance

William W. Hays. Location: 72 Deseret Drive Map 15, Parcel 171, Lot 101 in an R-80 zone.

Proposal: Applicant wishes to add an 8'x12' shed.

Proposed shed does not meet the minimum of 12 feet from the lot line. He would be very close to his house from an aesthetic point of view for himself and the community if he met the 12 foot minimum.

Priestley – feels this proposal is a very small amount. Typography would be the hardship.

Kalick – asked who owns the fence. Applicant said the abutter owns the fence.

No further Board comments. No public comment.

O'Brien MOVED and SECONDED by Kalick to close hearing for Variance #06-12.

Kalick MOVED and SECONDED by O'Brien to approve Variance #06-12 based on typography to construct shed 8'x12' per drawing submitted. VOTE 5-0.

Adjournment

O'Brien MOVED and SECONDED by Kalick to adjourn meeting. Meeting adjourned at 8:40 pm.
UNANIMOUS VOTE.



TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue
Buzzards Bay, MA 02532



2012 APR 19 AM 8 39

TOWN CLERK'S OFFICE
 BOURNE, MASS

AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
<u>Wednesday, May 16, 2012</u>	<u>7:30 P.M.</u>	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

• **AGENDA ITEMS**

7:30 p.m. – Approval of minutes

7:35 p.m. - #10-12 – Variance

George & Barbara Thibault. Location: 66 Sagamore Road, Sagamore Beach. Map 4.1, Lots 112B, 113, 113A in an R1 zoning district. Proposal: Applicant requests to construct a new one-car garage closer to the property line.

7:40 p.m. - #08-08 - 40B Comprehensive Permit for Chase Estates

7:45 p.m. - #11-12 – Special Permit – Change of Use

David Ricci. Location: 260 MacArthur Boulevard, Bourne. Map 31, Lot No. 37 in a B-4, R-40 zoning district. Proposal: Applicant requests kennel permit.

7:50 p.m. - #12-12 - Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Lee & Donna Hackett c/o Bracken Engineering, Inc. Location: 25 Pequot Ave., Pocasset. Map 47.1, Section Number 39 in a R-40 zoning district. Proposal: Applicant requests Special Permit per section 2457 for departure from requirements of Table 2456 to increase the maximum gross floor area by 7% and maximum lot coverage by 3%. Also, a supportive finding by the Zoning Board of Appeals per section 2320 for alteration of a pre-existing non-conforming structure and use (two dwellings on one lot).

Old Business:

Members Present:

_____	_____	_____
_____	_____	_____
_____	_____	_____

Board of Appeals
Where: Town Hall, Lower Conference Room
Wednesday, May 16, 2012
Time: 7:30 PM EST

2012 MAY 2 AM 9 13

TOWN CLERK'S OFFICE
BOURNE, MASS

Agenda Items:

7:30 p.m. - Approval of minutes

7:35 p.m. - #10-12 – Variance

George & Barbara Thibault. Location: 66 Sagamore Road, Sagamore Beach. Map 4.1, Lots 112B, 113, 113A in an R1 zoning district. Proposal: Applicant requests to construct a new one-car garage closer to the property line.

7:40 p.m. - #08-08 – Comprehensive Permit for Chase Estates
Continuation.

7:45 p.m. #11-12 - Special Permit – Kennel permit

David Ricci. Location: 260 MacArthur Boulevard, Bourne. Map 31, Lot No. 37 in a B-4, R-40 zoning district. Proposal: Applicant requests kennel permit.

7:50 p.m. - #12-12 - Special Permit - Extension or alteration of a pre-existing non-conforming structure or use

Lee & Donna Hackett c/o Bracken Engineering, Inc. Location: 25 Pequot Ave., Pocasset. Map 47.1, Section Number 39 in a R-40 zoning district. Proposal: Applicant requests Special Permit per section 2457 for departure from requirements of Table 2456 to increase the maximum gross floor area by 7% and maximum lot coverage by 3%. Also, a supportive finding by the Zoning Board of Appeals per section 2320 for alteration of a pre-existing non-conforming structure and use (two dwellings on one lot).

Old Business:

New Business:

Public Comment:

Sullivan, Tracy

From: lgroezinger@gmail.com
Sent: Tuesday, May 08, 2012 5:
To: Sullivan, Tracy
Subject: ZBA - Amended agenda fr

Board of Appeals
Where: Town Hall, Lower Conference Room
Wednesday, May 16, 2012
Time: 7:30 PM EST

Agenda Items:

7:30 p.m. - Approval of minutes

7:35 p.m. - #10-12 - Variance

George & Barbara Thibault. Location: 66 Sa
113, 113A in an R1 zoning district. Propos
garage closer to the property line.

7:40 p.m. #08-18 - Comprehensive Permit, 4
230 Sandwich Road, Bourne. Map 25, Parcels
all persons deemed interested or affected
Massachusetts General Law, Section 20 thro
petition for a Comprehensive Permit author
Foretop Road, Buzzards Bay, MA, 02532 to c
under the New England Fund Program of the
called "Chase Estates" on the site located
Premises affected: Map 25 Parcels 9 & 36.

2012 MAY 9 AM 8 40
TOWN CLERK'S OFFICE
BOURNE, MASS

2013 OCT 2 AM 10 40

Zoning Board of Appeals
Minutes of May 16, 2012
Bourne Town Hall
Buzzards Bay, MA 02532

.....TOWN CLERK'S OFFICE.....

Lee Berger, Chairman, BOURNE, MASS
John Priestley, Jr., Vice Chairman (excused)
Wade Keene
Tim Sawyer (excused)
Judith Riordan
John O'Brien
Harold Kalick
Tom Armstrong

Roger LaPorte, Inspector of Buildings

Member(s) of the Press: Diana Barth, Bourne Enterprise

List of Documents

- None

Meeting called to order

7:30 pm by Chairman Berger. Keene is writing decisions tonight.

Sitting on the Board tonight: Lee Berger, Judith Riordan, Wade Keene, John O'Brien and Harold Kalick. Also present is Tom Armstrong.

Approval of Minutes

O'Brien MOVED and SECONDED by Riordan to approve minutes of 4/18/12 as amended. VOTE 4-0-2 (Berger, Keene).

#10-12 - Variance

George & Barbara Thibault. Location: 66 Sagamore Road, Sagamore Beach. Map 4.1, Lots 112B, 113, 113A in an R1 zoning district. Proposal: Applicant requests to construct a new one-car garage closer to the property line.

Sitting for the Board: Lee Berger, Judith Riordan, Wade Keene, John O'Brien and Harold Kalick. Also present is Tom Armstrong.

Mr. Don Luoni representing applicant. Applicant looking to construct a one-story, one-car garage. Storage area above and bicycles stored in the rear.

Chm. Berger asked if representative received Conservation Commission approval. He did speak with Cindy Coffin from Board of Health (BOH) with regard to septic, but has yet to go before ConCom.

Applicant is looking to keep the vegetation in both the front and back. One tree will be removed for the garage.

Chm. Berger asked why applicant has to be 11 ft from property line and in applicant would be willing to move 4 ft. Representative responded by saying they need room to add septic which needs 12 ft. Septic tank is between the house and the septic and leaching field, but doesn't believe it would be an issue to move over 4 ft.

Cindy Coffin, Board of Health (BOH) letter with regard to waiver to allow renovations saying there should be no BOH issues. Mr. LaPorte said garage is accessory to your house; there is no lot coverage issue as it is a 2200 sq ft lot.

Representative was told by Ms. Coffin that the board can approve contingent upon septic approval.

Richard Havoy – 73 Sagamore Road and 65 Sagamore Road is opposed to the said project. Mr. Havoy is also speaking on behalf of his neighbor, also an abutter, Hank Goulet at 69 Sagamore Road. His issue is that he doesn't want any construction on the bank and proposed project will affect the views for neighbors.

Lauren Creed – 14 Shawmut Road, which is the 2nd house from the beach parking lot. She is concerned about protecting the coast and feels building a garage where the family already had a garage which was converted is not appropriate. She spoke with Mr. Sorenti, an abutter, who is also opposed to the project.

Kalick – concerned of the house to the right being impacted (Mr. Sorenti), as the garage will be too close.

Lauren Creed – the Sorentis are traveling and will not be able to attend tonight's meeting, but would put something together in opposition if necessary.

Mr. Havoy – added Mr. Goulet would also put something together in opposition if necessary.

Chm. Berger- asked what the hardship is if the ZBA is going to grant with regard to the land (shape, typography, or soil conditions). Representative said applicants don't have a place to keep their cars.

Mr. LaPorte - applicant is looking for a double variance for both the front and side.

O'Brien – if the septic moved and no longer have 15 ft issue on the right, applicant would still need variance from the road.

Kalick – the garage would be on the coastal bank which would be detrimental to the neighborhood.

Board Discussion

The consensus of the Board is that no hardship has been established.

Kalick suggested putting the garage back to its original use. O'Brien suggested getting a side setback with the septic. Keene would like to see applicant go before the ConCom before the ZBA votes. Chm. Berger doesn't see a legal rationale.

O'Brien MOVED and SECONDED by Kalick to allow applicant to withdraw application without prejudice. VOTE 5-0.

Representative signed withdrawal slip to file with the Town Clerk.

#08-18 - Comprehensive Permit, 40B... Continuance Chase Developers, Inc. Location: 230 Sandwich Road, Bourne. Map 25, Parcels 9 & 36 in a R40 zoning district. Proposal: Being all persons deemed interested or affected by the Board of Appeals, under Chapter 40B Massachusetts General Law, Section 20 through 23, as amended, you are hereby notified of a petition for a Comprehensive Permit authorizing the applicant, Chase Developers, Inc., 10 Foretop Road, Buzzards Bay, MA, 02532 to construct 32 residential units, 8 being affordable under the New England Fund Program of the Federal Home Loan Bank of Boston. This is to be called "Chase Estates" on the site located at 230 Sandwich Road, Bourne, Massachusetts. Premises affected: Map 25 Parcels 9 & 36.

Riordan MOVED and SECONDED by Keene to continue #08-08 Chase Estates Comprehensive Permit hearing to August 1, 2012 at 7:40 pm. UNANIMOUS VOTE.

#11-12 - Special Permit - Kennel permit David Ricci. Location: 260 MacArthur Boulevard, Bourne. Map 31, Lot No. 37 in a B-4, R-40 zoning district. Proposal: Applicant requests kennel permit.

Sitting on the Board: Lee Berger, Judith Riordan, Wade Keene, John O'Brien and Tom Armstrong. Also present is Harold Kalick.

Mr. David Ritchie stated he was previously before the board. He is requesting permit for two specific locations. Location A is near McAurther Boulevard and Location B is near the Brookside Club residents.

Chm. Berger - two specific locations would require stipulations by the BOH for the Dog Park; no overnight or babysitting of dogs. Under the stipulations of BOH and Mr. LaPorte, applicant is looking for a kennel license as that is the technical definition.

Sean Skahill – works with developer and has no issue with the first location. However, the second location is closer to future abutters (called “Lot 50”). He would like specific conditions: densely planted screen facing his side so to block his residents’ view; hours proposed beginning at 10:00 am to dusk.

Mr. Ritchie – met with Bill Bannon of the Brookside Condo Association and voiced same concerns with two locations. There was no discussion with regard to hours. Previous dog park hours were 7:00 am – dusk, the same as their playground hours.

Kalick – asked if applicant would settle for the one location near the highway. Mr. Ritchie would be okay with the one area.

Chm. Berger – doesn’t have an issue with both locations and suggested a 9:00 am – dusk hours timeframe. He stated the ZBA can grant “subject to review” for the additional future units to be built.

Riordan – discussed planting additional trees and asked if applicant can move the fence further down to the perimeter. Applicant said the white pine trees would be disturbed; the fence runs along the dog trails.

Mr. Skahill – the issue is when the dogs meet up with other dogs. He added if this second location were approved, could the board add a condition with limiting the number of animals at any given time.

Mr. Ritchie – he could put up a sign, but it is up to people adhering to the rules. Chm. Berger asked Mr. Skahill what is a good limit. Mr. Skahill didn’t know, but feels even with restrictions, the proposed dog area would affect the sale of future units. Applicant said with the old dog park, there have been a dozen or more dogs at one time. Both of the proposed areas are smaller than the original dog park.

Riordan – suggested a sign-up sheet for the dogs to limit the amount of dogs. Mr. Ritchie had something similar for his tennis courts, but the issue is getting the report to him to be enforced. Riordan pointed out he would be dealing with adults, not children, who would respect a sign-in sheet.

Mr. Ritchie’s daughter – suggested having a time limit to reduce the limit the amount of dogs.

Keene – raised issue of dogs without leashes and people can get hurt if there are dog confrontations. He asked about considering excluding an aggressive breed. Mr. Ritchie has not in the past, but has “kicked out” dogs due to their aggressive nature. His insurance carrier has no issues with aggressive dogs on his insurance.

Mr. Mulvey – said the town permits kennels and asked if it has regulations to dog parks and asked who issuing the permit to. Chm. Berger said there is no town dog park regulations specifically.

Mr. Ritchie – if Location A is approved, he would monitor. He will keep Location B as a future dog park location if he works the “bugs” out of Dog Park A, if any.

Riordan MOVED and SECONDED by O’Brien to close the public hearing for #11-12. VOTE 5-0.

Riordan MOVED and SECONDED by Keene to approve Special Permit #11-12, for kennel with reference to Location A only (McArthur Boulevard) and with conditions that the Rules and Regulations of the Bay View Campground shall be enforced by either the owner or by Building Inspector, if necessary, and to further allow applicant to withdraw without prejudice with reference to Location B. As a further condition, that the kennel permit be for an exercise area for campground dogs only; no overnight or long-term stay of the animals and the conditions stated by the BOH 4/9/12 letter with regard to fecal matter and subject to review for Location B when additional future units to be built. VOTE 5-0.

#12-12 - Special Permit - Extension or alteration of a pre-existing non-conforming structure or use Lee & Donna Hackett c/o Bracken Engineering, Inc. Location: 25 Pequot Ave., Pocasset. Map 47.1, Section Number 39 in a R-40 zoning district. Proposal: Applicant requests Special Permit per section 2457 for departure from requirements of Table 2456 to increase the maximum gross floor area by 7% and maximum lot coverage by 3%. Also, a supportive finding by the Zoning Board of Appeals per section 2320 for alteration of a pre-existing non-conforming structure and use (two dwellings on one lot).

Sitting on the Board: Lee Berger, Judith Riordan, Wade Keene, Harold Kalick and Tom Armstrong. Also present John O’Brien.

Zack Bazinski of Bracken Engineering on behalf of Mr. Don Bracken. Existing lot is a developed 10,000 sq ft lot with a 3-bedroom, single-family house. Applicant looking to alter the existing house. Due to flood zone requirements and age of the dwelling, applicant will raze house, increase setbacks up to 3 ½ ft and to slightly push house back approximately 2 ½ ft. Applicant proposing to increase additional 7% for GFA and 3% increase for the lot coverage. Mr. Bazinski believes this meets all requirements and the project isn’t any more detrimental to the neighborhood.

There was no one to speak in opposition of the proposed project. No public comment.

Board Discussion

Chm. Berger – asked Mr. Bazinski what is good cause to grant application. Mr. Bazinski said applicant is increasing setbacks and decreasing total bedrooms on the lot.

Chm. Berger – BOH letter requesting approval upon approval of the BOH.

No further Board comment.

Riordan MOVED and SECONDED by Kalick to close public hearing.

Riordan MOVED and SECONDED by Armstrong to approve Special Permit #12-12 with regard to property exceeding limits in Section 2457 by increasing lot coverage by 3% and increasing the GFA by 7% for the lot which is found not more detrimental to the neighborhood with the condition of approval of Board of Health. VOTE 5-0.

Old Business

NStar was granted a waiver of Bourne zoning bylaws. Mr. LaPorte said NStar is adding a 365 kw line across the canal on mono poles which will replace existing line.

Chm. Berger – received the Buzzards Bay Grown Incentive Zone (GIZ). He will review and report back to the board at the next meeting.

Chm. Berger – five (5) copies of new zoning bylaws distributed tonight.

New Business

None.

Public Comment

None.

Adjournment

O'Brien MOVED and SECONDED by Kalick to adjourn meeting. Meeting adjourned at 9:10 pm. UNANIMOUS VOTE.



TOWN OF BOURNE

BOARD OF APPEALS

24 Perry Avenue

Buzzards Bay, MA 02532



31 PM 2 26
TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA

DATE

TIME

LOCATION

Wednesday, June 6, 2012

7:30 P.M.

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

● AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. - #13-12 – Variance

Robert Zollo. Location: 49 Commonwealth Avenue, Sagamore. Map 12.3, Lot 203 in an R-40 zoning district. Proposal: Applicant requests Variance from 12' set back requirement to erect screen room.

Public Comment:

Old Business:

New Business:

Members Present:

_____	_____	_____
_____	_____	_____
_____	_____	_____

Zoning Board of Appeals
Minutes of June 6, 2012
Bourne Town Hall
Buzzards Bay, MA 02532

2012 AUG 13 AM 8 56

TOWN CLERK'S OFFICE
BOURNE, MASS

.....
Lee Berger, Chairman
John Priestley, Jr., Vice Chairman (excused)
Wade Keene
Tim Sawyer
Judith Riordan (excused)
John O'Brien (excused)
Harold Kalick
Tom Armstrong

Roger LaPorte, Inspector of Buildings
Member(s) of the Press: Diana Barth, Bourne Enterprise

List of Documents

- None

Meeting called to order

7:30 pm by Chairman Berger. Sawyer is writing decisions tonight.

Sitting on the Board tonight: Lee Berger, Timothy Sawyer, Wade Keene and Harold Kalick and Tom Armstrong.

Approval of Minutes

Keene MOVED and SECONDED by Kalick to approve minutes of 5/16/12 as submitted.
VOTE 4-0-1 (abstention from Sawyer who was not present on 5/16/12).

#13-12 – Variance

Robert Zollo. Location: 49 Commonwealth Avenue, Sagamore. Map 12.3, Lot 203 in an R-40 zoning district. Proposal: Applicant requests Variance from 12' set back requirement to erect screen room.

Applicant requesting to erect screen room on the driveway side and looking for variance as room will be within 5 feet of the sideline. Screen room is for the elderly family members to use during the summer and avoid the insects.

Chm. Berger – asked applicant if there is any intention to enclose the screened in porch with windows and turn it into a new bedroom. Applicant says this will be a one season room, no heat, electricity for lights and fans only, although he may have windows in addition to screens.

Mr. Roger LaPorte, Building Inspector – stated that the Board of Health has considered some porches not to be bedrooms even if they have windows.

Zollo – contractor recommended large screen windows and also to put in glass windows. It will not be used as habitable or year round space.

Chm. Berger – the shape of the lot would allow the board to grant a variance. He asked applicant why he didn't consider putting the porch towards the back of the building. Applicant stated the kitchen area is small and would lose sunlight with the addition of the porch and it will be within 14' of his sewer line which goes into the septic which is in the back yard.

Kalick – asked if applicant is putting in a foundation. Applicant has 13 pilings shown on the sketch which are 12-inches in diameter. He will put lattice around the porch to keep small critters away.

Bonnie Ferrari – owns Lot 21 and has no objections to the proposed work.

Abutter at 51 Commonwealth Avenue has no objections to the proposed work.

Keene MOVED and SECONDED by Kalick to close public hearing. VOTE 5-0.

Kalick MOVED and SECONDED by Keene to approve Variance #13-12 to Robert Zollo for the purpose of erecting a screened in porch at 49 Commonwealth Avenue, Sagamore, with dimensions in accordance with plans submitted and dated 6/6/12 (the date was put on the plans by Chm. Lee Berger). Proposed project must meet all requirements of Town of Bourne Building Inspector and will be no closer than five (5) feet of the Western property line. VOTE 5-0.

Old Business

Chm. Berger – reviewed GZA for Buzzards Bay. To summarize, the GZA exempts most proposals from going to the Cape Cod Commission and will be brought only to the Planning Board.

New Business

Next meeting date will be July 18, 2012 (because no applications have been received in time for a meeting on June 20, 2012, and the first Wednesday of July is July 4, 2012).

Public Comment

None.

Adjournment

Kalick MOVED and SECONDED by Keene to adjourn meeting. Meeting adjourned at 7:45 pm. UNANIMOUS VOTE.

Respectfully submitted, Lisa Grozinger, Secretary to the Board of Appeals.



TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue
Buzzards Bay, MA 02532



2012 JUL 17 AM 10 25

TOWN CLERK'S OFFICE
 BOURNE, MASS

AMENDED AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
<u>Wednesday, July 18, 2012</u>	<u>7:30 P.M.</u>	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

• **AGENDA ITEMS**

7:30 p.m. – Approval of minutes

7:35 p.m. - #14-12 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Michael Delgrasso. Location: 18A Thompson Road. Map 14, Lot 18A in an R-80 zoning district. Proposal: Applicant requests to raise unit by 18" at peak to add a 4'x16' bump out to include new indoor shower and closet space in two bedrooms.

7:40 p.m. - #15-12 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Norman and Katherine Wagner. Location: 135 Circuit Avenue, Pocasset. Map 43.3, Section 266 in an R-40 zoning district. Proposal: Applicant requests to raze existing dwelling, construct new dwelling. Request a supportive finding by the ZBA per Section 2320 for alteration of a pre-existing, non-conforming structure.

*Applicant requesting continuance to the next available meeting date.

Old Business:

New Business:

Public Comment:

Members Present:

_____	_____	_____
_____	_____	_____
_____	_____	_____



**TOWN OF BOURNE
 BOARD OF APPEALS
 24 Perry Avenue
 Buzzards Bay, MA 02532**



AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
<u>Wednesday, July 18, 2012</u>	<u>7:30 P.M.</u>	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

• **AGENDA ITEMS**

7:30 p.m. – Approval of minutes

7:35 p.m. - #14-12 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Michael Delgrasso. Location: 18A Thompson Road. Map 14, Lot 18A in an R-80 zoning district. Proposal: Applicant requests to raise unit by 18” at peak to add a 4’x16’ bump out to include new indoor shower and closet space in two bedrooms.

7:40 p.m. - #15-12 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Norman and Katherine Wagner. Location: 135 Circuit Avenue, Pocasset. Map 43.3, Section 266 in an R-40 zoning district. Proposal: Applicant requests to raze existing dwelling, construct new dwelling. Request a supportive finding by the ZBA per Section 2320 for alteration of a pre-existing, non-conforming structure.

Old Business:

New Business:

Public Comment:

Members Present:

TOWN CLERK'S OFFICE
 BOURNE, MASS

2012 JUN 12 PM 2 10

**Zoning Board of Appeals
Minutes of July 18, 2012
Bourne Town Hall
Buzzards Bay, MA 02532**

2012 SEP 6 AM 9:48

TOWN CLERK'S OFFICE
BOURNE, MASS

.....
Lee Berger, Chairman
John Priestley, Jr., Vice Chairman (excused)
Tim Sawyer
Judith Riordan
Wade Keene (excused)
John O'Brien
Harold Kalick
Tom Armstrong

Roger LaPorte, Inspector of Buildings

Member(s) of the Press: Diana Barth, Bourne Enterprise

Meeting called to order

7:30 pm by Chairman Berger.

Sitting on the Board tonight: Lee Berger, Judith Riordan, Tim Sawyer, John O'Brien and Harold Kalick. Also present is Tom Armstrong.

Harold Kalick is writing decision(s) tonight.

Approval of Minutes

Riordan MOVED and SECONDED by Sawyer to table minutes of 5/16/12. VOTE 5-0.

#14-12 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Michael Delgrasso. Location: 18A Thompson Road. Map 14, Lot 18A in an R-80 zoning district. Proposal: Applicant requests to raise unit by 18" at peak to add a 4'x16' bump out to include new indoor shower and closet space in two bedrooms.

Sitting for the Board: Lee Berger, Judith Riordan, Timothy Sawyer, John O'Brien and Harold Kalick.

Tom Armstrong is recusing himself from this hearing since it involves property at Hideaway Village and he sits on the Board of Trustees for Hideaway Village.

Applicant said there is currently no closet space and no inside shower.

Chm. Berger said the new procedure for the Hideaway Village (HAV) application isn't being followed. We are missing the form on which HAV is supposed to be certifying that all those who are living in HAV and affected by the project have been notified that the Board of Appeals will be holding a hearing on this project.

Rick Gowell, member of the HAV Board of Trustees, responded by saying he assumed notice in paper would be sufficient. Chm. Berger said abutters, even though technically living on the same lot, should have a right to notice that the Board of appeals will be holding a hearing. Mr. Gowell will send a list of abutters notified and copy of notice sent for the ZBA file.

Mr. Gowell, is in support of this application.

O'Brien MOVED and SECONDED by Riordan to close public hearing. VOTE 5-0.

Riordan MOVED and SECONDED by O'Brien to grant #14-12 Special Permit at 18A Thompson Road, map 14, Lot 18A in an R-80 zoning district to raze unit by 18" at peak to add a 4'x16' bump out to include new indoor shower and closet space in two bedrooms according to the plan submitted with application dated 5/4/12. VOTE 5-0.

#15-12 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Norman and Katherine Wagner. Location: 135 Circuit Avenue, Pocasset. Map 43.3, Section 266 in an R-40 zoning district. Proposal: Applicant requests to raze existing dwelling, construct new dwelling. Request a supportive finding by the ZBA per Section 2320 for alteration of a pre-existing, non-conforming structure.

Sitting on the Board: Lee Berger, Judith Riordan, Wade Keene, Harold Kalick and Tom Armstrong. Also present John O'Brien.

Applicant requesting continuance of hearing.

O'Brien MOVED and SECONDED by Kalick to continue hearing to 8/1/12 at 7:35 pm. VOTE 5-0.

Old Business

Clay Pond Road – Housing Assistance Corporation project may come before the Board of Appeals for speed bumps.

New Business

None.

Public Comment

None.

Adjournment

Halick MOVED and SECONDED by Sawyer to adjourn meeting. Meeting adjourned at 7:51 pm.
UNANIMOUS VOTE.

Respectfully submitted,
Lisa Groezinger, sec.



TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue



2012 JUL 26 AM 11 39 Buzzards Bay, MA 02532

TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA

DATE

TIME

LOCATION

Wednesday, August 1, 2012

7:30 P.M.

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

• **AGENDA ITEMS**

7:30 p.m. – Approval of minutes

7:35 p.m. - #15-12 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Norman and Katherine Wagner. Location: 135 Circuit Avenue, Pocasset. Map 43.3, Section 266 in an R-40 zoning district. Proposal: Applicant requests to raze existing dwelling, construct new dwelling. Request a supportive finding by the ZBA per Section 2320 for alteration of a pre-existing, non-conforming structure.

7:40 p.m. - #08-18 - Comprehensive Permit, 40B

Chase Developers, Inc. Location: 230 Sandwich Road, Bourne. Map 25, Parcels 9 & 36 in a R40 zoning district. Proposal: Being all persons deemed interested or affected by the Board of Appeals, under Chapter 40B Massachusetts General Law, Section 20 through 23, as amended, you are hereby notified of a petition for a Comprehensive Permit authorizing the applicant, Chase Developers, Inc., 10 Foretop Road, Buzzards Bay, MA, 02532 to construct 32 residential units, 8 being affordable under the New England Fund Program of the Federal Home Loan Bank of Boston. This is to be called "Chase Estates" on the site located at 230 Sandwich Road, Bourne, Massachusetts. Premises affected: Map 25 Parcels 9 & 36.

Old Business:

New Business:

Zoning Board of Appeals
Minutes of August 1, 2012
Bourne Town Hall
Buzzards Bay, MA 02532

2012 SEP 20 AM 8 32
TOWN CLERK'S OFFICE
BOURNE, MASS

.....
Lee Berger, Chairman
John Priestley, Jr., Vice Chairman (excused)
Tim Sawyer
Judith Riordan
Wade Keene
John O'Brien (excused)
Harold Kalick
Tom Armstrong

Roger LaPorte, Inspector of Buildings (excused)

Member(s) of the Press: Diana Barth, Bourne Enterprise

List of Documents

- None

Meeting called to order

7:30 pm by Chairman Berger.

Sitting on the Board tonight: Lee Berger, Judith Riordan, Tim Sawyer, Wade Keene and Harold Kalick. Also present is Tom Armstrong.

Tom Armstrong is writing decision(s) tonight.

Approval of Minutes

Sawyer MOVED and SECONDED by Kalick to approve minutes of 6/6/12 as amended.

VOTE 5-0-1 (Riordan)

Riordan MOVED and SECONDED by Sawyer to table minutes of 7/18/12 to the next meeting.

VOTE 5-0.

#15-12 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Norman and Katherine Wagner. Location: 135 Circuit Avenue, Pocasset. Map 43.3, Section 266 in an R-40 zoning district. Proposal: Applicant requests to raze existing dwelling, construct new dwelling. Request a supportive finding by the ZBA per Section 2320 for alteration of a pre-existing, non-conforming structure.

Sitting on the Board: Lee Berger, Judith Riordan, Tim Sawyer, Wade Keene, Harold Kalick and Tom Armstrong.

Don Bracken of Bracken Engineering for applicant.

Chm. Berger asked about the area size of the lot above high mean water mark. Mr. Bracken stated area of lot above high mean water mark to the pavement was 17,613 sq. ft.

Mr. Bracken explained there are several resource areas; elevation 16 coastal bank and in a coastal flood zone. Applicant received ConCom and BOH approval for the plans submitted. Existing construction in setbacks and roughly mimicked square footage.

Chm. Berger raised the BOH letter approving the alternative septic on 6/13/12 with the condition of a 2-bedroom de-restriction. Mr. Bracken said septic is under 2 bedrooms (cased opening and connected to an open area). Game room upstairs is open to the stairway coming up so could be used as a bedroom. Bedrooms moved to the upstairs and kitchen on the first floor.

Primary residents for owners who purchased property in 2006.

Mr. Bracken briefly reviewed the plans to the board of the lot and property lines; detailed lot coverage calculation and summary of existing and proposed; zoomed in on existing conditions – front of house is 3/10th off the actual street line from the actual pavement – existing parking is within the layout and existing cesspool is in the layout. Resource area would be to put back in layout if given easement with septic, wouldn't interfere with utilities. Went to TM for approval (agreement is written by Troy Wall office; existing structure and what is proposed – same footprint (existing has full basement and proposed not), foundation facing ocean will be on piers and piles.

Floor elevation is above flood elevation – proposed. Difference between 1st floor on existing and proposed is that it is razed 3.4 feet.

Remove concrete vertical wall and allows a slope faced sea stone working back toward the structure. Landscaping plan – ConCom requested as concerned.

Septic is the most advanced for residential de-nitrogen tank into chamber which goes into drip irrigation. Spreads affluent into area and wets soil doesn't allow concentrated flow to get through. One of the reasons BOH granted variance to setback of resources. ConCom conditions aren't out of the ordinary. Chm. Berger asked Mr. Bracken to look at the ConCom approval.

Mr. Bracken said the irrigation does require a maintenance contract for the life of the system. Regular shingles will be used for siding. The footprint is essentially the same; the grade is up a

foot in the front and over the septic system. Proposed irrigation system will be required to be fenced in as you cannot park on it.

Chm. Berger – the ZBA is asked to approve to build on the same footprint and an extra story up. The septic is under, and the walls are under the ConCom. He hopes that with ZBA's own component parts are approved, other agencies are not influenced.

Francis Spears, Circuit Avenue, Pocasset – concerned with the septic being put in as the water table is high. Even though it is sophisticated, she asked how solid waste was handled. Mr. Bracken said the solid waste will remain in septic tank and have to be pumped out so it doesn't solidify.

Chm. Berger – second story is set back a little due to the roof line. He feels satisfied as far as ZBA's concern, but would like to know what the final project will look like. Mr. Bracken said the work is scaled down from what it was originally.

Mr. Bracken said there is no front door, but rather one on the side of the house.

No further board comment. No public comment.

Riordan MOVED and SECONDED by Keene to close public hearing. VOTE 5-0.

Riordan MOVED and SECONDED by Kalick to grant Special Permit #15-12 o Norman and Katherine Wagner at 135 Circuit Avenue, Pocasset, Map 43.3, Section 266 in an R-40 zoning district to raze existing dwelling, construct new dwelling. In addition, the board finds proposal not more detrimental to the neighborhood per Section 2320 for alteration of a pre-existing, non-conforming structure in accordance to the architectural plans dated 4/17/12 and in accordance to 5/30/12 site and landscaping plans submitted by Bracken Engineering. The Board of Appeals approves zoning issues only and other duties by other parties cannot be influenced by the ZBA's decision. VOTE 5-0.

#08-18 - Comprehensive Permit, 40B

Chase Developers, Inc. Location: 230 Sandwich Road, Bourne. Map 25, Parcels 9 & 36 in a R40 zoning district. Proposal: Being all persons deemed interested or affected by the Board of Appeals, under Chapter 40B Massachusetts General Law, Section 20 through 23, as amended, you are hereby notified of a petition for a Comprehensive Permit authorizing the applicant, Chase Developers, Inc., 10 Foretop Road, Buzzards Bay, MA, 02532 to construct 32 residential units, 8 being affordable under the New England Fund Program of the Federal Home Loan Bank of Boston. This is to be called "Chase Estates" on the site located at 230 Sandwich Road, Bourne, Massachusetts. Premises affected: Map 25 Parcels 9 & 36.

Take Atty. Witten's decision to any engineering and are all pieces to decision necessary and what to agree on what can stay and not stay would vote. Since that didn't happen, he didn't see moving forward tonight. At this point, look at the Mullen Rule and suggested to be put on

for 8/29/12. However, it is not a regularly scheduled meeting and Chm. Berger suggested continuing to 9/5/12. No opposition from the board.

Riordan MOVED and SECONDED by Sawyer to continue 40B, #08-18 to Wednesday, 9/5/12 at 7:40 pm. VOTE 5-0.

Old Business

None.

New Business

None.

Public Comment

None.

Adjournment

Kalick MOVED and SECONDED by Sawyer to adjourn meeting. Meeting adjourned at 8:20 pm. UNANIMOUS VOTE.

Respectfully submitted,
Lisa Groezinger, sec.



**TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue**



2012 AUG 28 AM 8 **Buzzards Bay, MA 02532**

TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
<u>Wednesday, September 5, 2012</u>	<u>7:30 P.M.</u>	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

• **AGENDA ITEMS**

7:30 p.m. – Approval of minutes

New Business:

7:35 p.m. - #05-43 – Comprehensive Permit, 40B – Minor Modification

Residences at Canal Bluffs. Location: 9 Otis Park Drive, Bourne. Map 35, Parcel 51 in a B-4 zoning district. Proposal: Applicant requesting permission to install two (2) speed tables.

7:40 p.m. - #08-18 - Comprehensive Permit, 40B

Chase Developers, Inc. Location: 230 Sandwich Road, Bourne. Map 25, Parcels 9 & 36 in a R40 zoning district. Proposal: Being all persons deemed interested or affected by the Board of Appeals, under Chapter 40B Massachusetts General Law, Section 20 through 23, as amended, you are hereby notified of a petition for a Comprehensive Permit authorizing the applicant, Chase Developers, Inc., 10 Foretop Road, Buzzards Bay, MA, 02532 to construct 32 residential units, 8 being affordable under the New England Fund Program of the Federal Home Loan Bank of Boston. This is to be called "Chase Estates" on the site located at 230 Sandwich Road, Bourne, Massachusetts. Premises affected: Map 25 Parcels 9 & 36.

Old Business:

Public Comment:

Members Present:

_____	_____	_____
_____	_____	_____
_____	_____	_____

Zoning Board of Appeals
Minutes of September 5, 2012
Bourne Town Hall
Buzzards Bay, MA 02532

2012 SEP 20 AM 8 31

TOWN CLERK'S OFFICE
BOURNE, MASS

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Lee Berger, Chairman
John Priestley, Jr., Vice Chairman
Tim Sawyer
Judith Riordan
Wade Keene
John O'Brien
Harold Kalick
Tom Armstrong

Roger LaPorte, Inspector of Buildings

Member(s) of the public: Mr. James Mulvey

Meeting called to order
7:30 pm by Chairman Berger.

Approval of Minutes

O'Brien MOVED and SECONDED by Riordan to approve minutes of 5/16/12 as submitted.
VOTE 4-0-1 (Sawyer abstained).

Riordan MOVED and SECONDED by O'Brien to approve minutes of 7/18/12 as submitted.
VOTE 4-0-1 (Keene abstained).

Riordan MOVED and SECONDED by Sawyer to approve minutes of 8/1/12 as submitted.
VOTE 3-0-2 (Priestley and O'Brien abstained).

#05-43 – Comprehensive Permit, 40B – Minor Modification

Residences at Canal Bluffs. Location: 9 Otis Park Drive, Bourne. Map 35, Parcel 51 in a B-4 zoning district. Proposal: Applicant requesting permission to install two (2) speed tables.

Sitting on the Board: Lee Berger, John Priestley, Judith Riordan, Tim Sawyer and Wade Keene.
Also present John O'Brien, Harold Kalick and Tom Armstrong.

Mr. Joe Henderson from Horsley Witten Group and Ms. Jill Kramer. Applicant is looking for a modification to include two (2) speed tables. Mr. Henderson spoke with the Fire Chief who told him they prefer speed tables to speed bumps. Prior to the hearing the Board, through the Chairman and the secretary, had requested comments from the Fire Dept., the Planning Board, and the Town Planner. No written comments were received by the Board.

Priestley MOVED and SECONDED by Riordan that the Zoning Board of Appeals determine the request for two speed tables to be a minor amendment to the Comprehensive Permit. VOTE 5-0.

Keene – asked about the need for the speed tables. Mr. Henderson said it will slow down traffic from the access road to the parking lot. Mr. Henderson also explained the dimensions of the speed tables.

Keene – asked if the board should wait for the responses from the FD and the Planning Board. Chm. Berger said that if more time for comments had been requested, then it would be appropriate to continue the hearing to allow for more time for comments. But no one had asked for more time.

No further board comment. No public comment.

Riordan MOVED and SECONDED by O'Brien to close the public hearing. VOTE 5-0.

Riordan MOVED and SECONDED by Sawyer to approve minor modification for #05-03 Comprehensive Permit, 40B at 9 Otis Park Drive as shown in traffic improvement plans dated 7/25/12. VOTE 5-0.

#08-18 - Comprehensive Permit, 40B

Chase Developers, Inc. Location: 230 Sandwich Road, Bourne. Map 25, Parcels 9 & 36 in a R40 zoning district. Proposal: Being all persons deemed interested or affected by the Board of Appeals, under Chapter 40B Massachusetts General Law, Section 20 through 23, as amended, you are hereby notified of a petition for a Comprehensive Permit authorizing the applicant, Chase Developers, Inc., 10 Foretop Road, Buzzards Bay, MA, 02532 to construct 32 residential units, 8 being affordable under the New England Fund Program of the Federal Home Loan Bank of Boston. This is to be called "Chase Estates" on the site located at 230 Sandwich Road, Bourne, Massachusetts. Premises affected: Map 25 Parcels 9 & 36.

Sitting on the Board: Lee Berger, John Priestley, Judith Riordan, Tim Sawyer and Wade Keene. Also present John O'Brien, Harold Kalick and Tom Armstrong.

Mr. Tom Houston, engineering consultant present.

Atty. Witten drafted decision. Atty. Attea, on behalf of applicant, inserted his proposed changes in blue, and his proposed deletions with a single red line. Mr. Houston's additions are in pink. FD comments are in green.

Chm. Berger said the focus tonight is on what has been added/deleted and the board will vote individually on each item.

Front page on pink revisions based on FD letter – 30 page document.

Atty. Attea condensed from 38 comments from Mr. Houston and dwindled changes to the draft decision down to six comments.

Keene – asked about a final plan. Chm. Berger said no final septic, architectural and building plans are available at this point.

Page 1 – No changes. Design of floor plan will have three bedrooms.

Page 2 – General Conditions

Paragraph 1 - Chm. Berger's concern with language "finding" by whom? Atty. Attea said presenting to consultants and/or staff. Chm. Berger will work the language for the next meeting.

Decision within "30" days to review.

Paragraph 7 – bonding.

Chm. Berger - Town Counsel doesn't allow insurance bonds with the Planning Board. He spoke with Atty. Witten who said he didn't have a problem using an insurance company, but the language should be approved by Town Counsel so insurance company cannot "wiggle out" of it.

Atty. Attea - asked about the scope of elements and why 15% when original stated 10%.

Mr. Houston – treating as a subdivision, you bond roads and utilities, but not the landscaping and unit.

Mr. Pappas – asked if there was a way to bond the roadway itself to ensure it would get completed, but not bond the construction. Chm. Berger said if it isn't done properly, the bond is assurance to the town the project will be done properly.

Mr. Houston – empathizes with the difficult economic environment, however, if one occupant occupies one of the units and the drainage doesn't work, the town would have to come in with their funds for proper utilities. You need to bond enough of the infrastructure to be habitable.

Roger Laporte – no occupancy permit is issued until the roads are completed. The town won't have to come in.

Mr. Houston - most of infrastructure will need to be put in and for the binder of the road – at least – to obtain an Occupancy Permit. Only bond what isn't done, which would be relatively small.

Mr. Pappas – is comfortable with having a bond on what isn't done.

Chm. Berger – asked where applicant would start the phase. Mr. Pappas said he would start at the top of the property; second phase could be the road.

Sawyer – asked if this would include the walk. Mr. Pappas said it would come at the final phase.

Mr. Houston – as built plan will be reviewed and set bond to make sure we have a self-sustaining project. The bond amount will be based on a real world situation on what has been built and what is proposed to sell.

Atty. Attea – said this is reasonable.

Chm. Berger – to issue of a bond, we have to know what the phases are. He feels a need for a bond to finish the project. Mr. Pappas doesn't believe so and thought he could only do so many units before he sells an affordable unit. Chm. Berger asked if he was going to sell in phases. Mr. Pappas doesn't believe he will do so.

Atty. Attea – a plan will have to be submitted in advance. If provision reflected phases, he is looking for a construction phasability and each phase will be bonded separately, and released after each phase is completed.

Mr. Houston – if applicant cannot finish project, it would have an economic value and would dictate an "as is" for another developer.

Chm. Berger – is not comfortable with that.

Sawyer – is comfortable.

Chm. Berger – requested language from Atty. Attea for Paragraph 7 for Town Counsel review.

Roger Laporte – asked if language is needed to release the bond. Mr. Pappas hoping to obtain release as construction progresses. Mr. Laporte said it would be helpful when releasing to add language for what the conditions are.

Page 4

Paragraph 10 – no issue.

Paragraph 11 – add extra word "the"

Paragraph 12 – escrow account.

Chm. Berger raised issue of \$160 balance given from the Treasurer's office. Mr. Pappas has not come up with additional consultant fees. Atty. Attea wanted simplicity and clarity and to consolidate – triggered by construction, \$5,000 (from \$10,000). Chm. Berger doesn't have any objection as long as there is a \$5,000 balance kept at all times for consultants.

Mr. Houston – concerned with not having the initial final engineering plans, architectural plans, and periodic observation plans.

Chm. Berger – all consultant fees should be paid in full before the board votes on this decision. This is the \$5,000 that should be maintained for consultants.

Atty. Attea – recognized there will be some payment. Mr. Pappas' concern is to keep a handle on it so if it is a revolving balance, and he can get a report move timely.

Kalick – suggesting having the engineer give a price to Mr. Pappas to review plans. Chm. Berger wouldn't feel comfortable on giving an exact amount. The risk should lie with the business man.

Mr. Pappas – he would rely on Mr. Houston. Mr. Houston is pleased with the quality of the plans so far. \$5,000 would cover review of the plans, but the Building Inspector may need the ability to engage an outside review of plans. Mr. Pappas said plans will be stamped and engineered by a Massachusetts engineer.

Chm. Berger – Board must review and approve architectural plans from an aesthetic point of view, while leaving the structural details to the building inspector and the engineer.

Paragraph 5 – Chm. Berger to work on language.

Paragraph 15 – leave in.

Paragraph 16 – nitrogen loading.

Chm. Berger - add language to say "ZBA engineer".

Riordan – Energy Star standard should apply to all units, not just the affordable units. Mr. Laporte said there are three (3) energy codes: IECC Building Code based on 2009; Energy Star, used for tax credits and tax write offs; and the Stretch Code – higher standard, below LEEDs.

Paragraph 20 – FD comment (previously identified with brick wall with regard to emergency vehicle access).

Chm. Berger said 1st sentence should stay in. Increase to accommodate vehicles per FD specifications.

Mr. Pappas - MassDOT deals with radiuses, which he is agreeable to.

Mr. Houston - 22-feet was originally in the decision. Applicant wanted opportunity to go to the MassDOT without the widening. If leave red language in, it reflects original recommendation.

Atty. Attea would accommodate what the MassDOT would require. Chm. Berger assumes the MassDOT would require applicant to pay for it.

Mr. Houston – add language “as reflected on the MassDOT approved plans at the time of DOT permit issuance”.

Paragraph 22 – language is fine with applicant.

Paragraph 23 – sidewalks.

Mr. Houston - applicant prefers to have a Cape Cod berm vs. a bituminous berm (shaped like a loaf of bread). Mr. Pappas said a Cape Cod berm is better he believes, and it would make it a wider road and more user friendly.

Riordan – the board concluded a berm was necessary when the board last discussed the berm.

Priestley – a berm shaped like a loaf of bread would not hold up.

Cape Cod berm discussed with some grass strips (vertical concrete in some areas), move sidewalk away from travel way, provide Cape Cod berm and provide grass.

Discussion on raised sidewalks, but Mr. Pappas said it becomes a grading issue.

Kalick – feels the Cape Cod berm would control the flow of water. Chm. Berger’s concern is safety.

Mr. Pappas – suggested both a Cape Cod berm up the hill and a traditional raised sidewalk going down.

Mr. Houston – recommend a vertical raised concrete going up the hill; Cape Cod berm with grass strip going down the hill.

The board comfortable with applicant complying with section 32 of the Bounre subdivision regulations.

Paragraph 24 – access road.

Chm. Berger - doesn’t want to put a time limit on this. Atty. Attea said incorporate access road that would lead to a signal light. Expectation of paying for it if it never gets built is an issue.

O’Brien – shouldn’t approve project if contingent on access road. Atty. Attea said access/egress but might be better through some future light. Paying for it without knowing it is going to be built is difficult.

Chm. Berger – will work on language “plans show to be built to the edge”. Mr. Houston said the closing is part of the permit.

Mr. Houston – he is comfortable to leave open for a right turn in/right turn out only.

Paragraph 26 – Atty. Attea opposed to the language as it puts applicant at a disadvantage. It is unfair to applicant to put in this language.

The consensus of the board is to delete the red marked portions in this Paragraph.

Paragraph 27 – Chm. Berger to add language with regard to the building permit – “prior to the start of construction”.

Paragraph 28 – landscaping plan should be submitted to the Board for review and approval.

Paragraph 29 – architectural plan should be submitted to the Board for review and approval.

Paragraph 31

– Chm. Berger recommends to add language “final unit should be market rate.”

Paragraph 32 – 40B has minimum requirement. Qualified households cannot have incomes higher than 80% of median family income. But maximum purchase price should be affordable to someone earning 70% of median family income. This allows for a window of eligible households.

Page 12

Paragraph 1, iii – the board should review. Atty. Attea has no issue with that.

Paragraph 1, a – final site plans. Plans submitted show intent of the 40B plan. A more technical advance would show technical engineering parts at a later date and reviewed by Building Department and consultant, Mr. Houston.

Page 13

Paragraph 1, b – take out paragraph.

Paragraph 1, c – take out escrow wording.

Page 16

Paragraph K, iv – Chm. Berger will review.

Page 17

Paragraph K, m – okay without deleting.

Page 18

Paragraph 5 – okay.

Page 19

Paragraph 6 – leave in.

Paragraph 7 – Chm. Berger clarification of “nuisance”. Leave wording in.

Page 20

Paragraph 20 – okay.

Page 30

Paragraph 57 – leave in.

Mr. Pappas will order the plans once decision is approved. Mr. Houston asked about the garage – Mr. Pappas hired an architect can bring in for the board to review.

Chm. Berger – asked about retaining walls as he has concerns about not getting a structural engineer. Mr. Laporte said some is at the discretion of the Building Inspector; if the wall was already pre-engineered, you don’t need a separate engineer.

Mr. Houston – okay if necessary.

It is the consensus of the board for Chm. Berger to write a “Final” Draft to be reviewed at the next hearing.

Riordan MOVED and SECONDED by Priestley to continue hearing to 10/3/12 at 7:45 pm.

Mr. Mulvey – said the vertical sidewalks are better structurally than the Cape Cod berms.

Old Business

None.

New Business

None.

Public Comment

None.

Adjournment

Priestley MOVED and SECONDED by O’Brien to adjourn meeting. Meeting adjourned at 10:00 pm. UNANIMOUS VOTE.

Respectfully submitted,
Lisa Groezinger, sec.

If Canalside comes back for another renewal, the board could place a condition that they would be responsible for a certain percentage.

O'Brien – has a concern with putting an obligation on the condo association, could if/when light is constructed that as part of the conditions to put on permit then be required to connect to it (Pappas or condo association).

Chm. Berger - Roger Laporte asked to maintain a fence or berm from the top of Port O'Call to the bottom. Lee added this into the draft decision.

New Business

None.

Public Comment

Mr. Mulvey - commented on the foundation on the Bracken application.

Adjournment

Kalick MOVED and SECONDED by Sawyer to adjourn meeting. Meeting adjourned at 8:30 pm.
UNANIMOUS VOTE.

Respectfully submitted,
Lisa Groezinger, sec.



TOWN OF BOURNE

BOARD OF APPEALS

24 Perry Avenue

2012 SEP 10 ~~Tue 8 39~~ Buzzards Bay, MA 02532



TOWN CLERK'S OFFICE AGENDA
BOURNE, MASS

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
<u>Wednesday, September 19, 2012</u>	<u>7:30 P.M.</u>	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

• AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. - #16-12 Special Permit Extension or Alteration of a Pre-existing non-conforming structure or use

Linda Gudas c/o Bracken Engineering, Inc. Location: 2 Hill Street, Pocasset. Map 43.3, Section No. 246 in an R-40 zoning district. Proposal: Applicant requests to raze existing dwelling, construct new dwelling, request supportive finding by the Zoning Board of Appeals per Section 2300 for alteration of a pre-existing, non-conforming structure.

Old Business:

New Business:

Public Comment:

Members Present:

_____	_____	_____
_____	_____	_____
_____	_____	_____

**Zoning Board of Appeals
Minutes of September 19, 2012
Bourne Town Hall
Buzzards Bay, MA 02532**

2013 SEP 27 PM 3 35

TOWN CLERK'S OFFICE
BOURNE, MASS

.....
Lee Berger, Chairman
John Priestley, Jr., Vice Chairman (excused)
Tim Sawyer
Judith Riordan
Wade Keene
John O'Brien
Harold Kalick
Tom Armstrong

Roger LaPorte, Inspector of Buildings (excused)

Member(s) of the public: Mr. James Mulvey

List of Documents

- None

Meeting called to order
7:30 pm by Chm Berger.

Approval of Minutes

Riordan MOVED and SECONDED by O'Brien to approve minutes of 9/5/12 as amended.
VOTE 5-0.

#16-12 – Special Permit Extension or Alteration of a Pre-existing non-conforming structure or use

Linda Gudas c/o Bracken Engineering, Inc. Location: 2 Hill Street, Pocasset. Map 43.3, Section No. 246 in an R-40 zoning district. Proposal: Applicant requests to raze existing dwelling, construct new dwelling, request supportive findings by the Zoning Board of Appeals per Section 2300 for alteration of a pre-existing, non-conforming structure.

Sitting on the board: Lee Berger, Judith Riordan, Tim Sawyer, Wade Keene and John O'Brien.
Also present: Harold Kalick and Tom Armstrong.

Don Bracken, Bracken Engineering for applicant.

Kalick – asked if the house has a kitchen as it is not in the plans. It is in the main room (great room) and left as an open space. The kitchen is open space with sitting at the other end.

Lot is just over 12,000 sq and meets the requirements for GFA. Looking to change the setbacks from 16.4 feet to 17.0 feet on the north side of Hill Street. A new septic will be before the Conservation Commission at a later time. There is potential for an additional bedroom (4) possibly in the basement.

Garage under coming in from Bell Buoy. Grades around the property around will stay about the same. Grades in the front will be a little higher.

The proposed house is elevation 2,100. The building height is 32 feet, the same as the proposed.

Existing GFA is 1,815 sq ft and proposed GFA will be 2,522 sq ft. The intention is to convert to a year round residence and tried to stay below required requirements. Currently this is a summer home.

Keene – on the chart is requesting 22% for GFA, and lot coverage is 23%.

O'Brien – if used basement, it would use more GFA. Mr. Bracken said applicant would require a new permit.

Chm. Berger – asked what the definition of 'below-grade' is. His preference is to get some input from Coreen Moore for this application and future applications. Mr. Bracken suggested Mr. Laporte reviewing with Ms. Moore in the future.

Mr. Bracken – applicant is only looking for a finding on the off-set.

Fire Department letter – no issue as everything is up to code as far as heat.

O'Brien MOVED and SECONDED by Riordan to close public hearing. VOTE 5-0.

O'Brien MOVED and SECONDED by Keene a supportive finding in accordance with Section 2300, the alteration of pre-existing non-conforming structure and submitted plans are not more detrimental to the neighborhood than the current dwelling in Special Permit #16-12 and includes the condition that the calculation figures are conforming to the bylaws. VOTE 5-0.

Old Business

Chase Estates – Chm. Berger was asked to compile information and put a draft decision together. A conference call is scheduled with Jon Witten and Tom Houston as he has some questions on what he has drafted with regard to the bond language. One of the big issues the ZBA needs to decide is building of the road from the bypass to the canal side. The consensus was to have Pappas construct. The road may never be built and doesn't know where the traffic light will be. He drafted language to Houston and Witten with regard to what Mr. Houston determines what the cost would be to build, adding a 10% contingency - Pappas to come up with 45% prior to issue of permit and the Condo Association would have a period of 5 years to

raise the additional 55% percent. If Canalside comes back for another renewal, the board could place a condition that they would be responsible for a certain percentage.

O'Brien – has concerns with putting an obligation on the condo association. If/when light is constructed, as part of the conditions, add to the permit that applicant is required to connect to it (Pappas or condo association).

Chm. Berger - Roger Laporte asked to maintain a fence or berm from the top of Port O'Call to the bottom. Lee added this into the draft decision.

New Business

None.

Public Comment

None.

Adjournment

Kalick MOVED and SECONDED by Sawyer to adjourn meeting. Meeting adjourned at 8:30 pm.
UNANIMOUS VOTE.

Respectfully submitted,
Lisa Groezinger, sec.



TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue



2012 SEP 27 ~~P~~**Buzzards Bay, MA 02532**

TOWN CLERK'S OFFICE
 BOURNE, MASS

AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
<u>Wednesday, October 3, 2012</u>	<u>7:30 P.M.</u>	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

• AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. - #17-12 Special Permit Extension or Alteration of a Pre-existing non-conforming structure or use

David & Marie Bren. Location: 18H Hideaway Village. Map 14, Section No. 48, Lot 65 in an R-40 zoning district. Proposal: Applicant requests to raze existing detached condominium and construct new.

7:40 p.m. - #18-12 Special Permit Extension or Alteration of a Pre-existing non-conforming structure or use

Frederick & Carolann Poringham. Location: 12-4 Knollview Road, Buzzards Bay. Map 14, Parcel 4859, Lot No. 12-H in an R-40 zoning district. Proposal: Applicant requests to build an 8'x10'x8' storage shed.

7:45 p.m. - #08-18 - Comprehensive Permit, 40B

Chase Developers, Inc. Location: 230 Sandwich Road, Bourne. Map 25, Parcels 9 & 36 in a R40 zoning district. Proposal: Being all persons deemed interested or affected by the Board of Appeals, under Chapter 40B Massachusetts General Law, Section 20 through 23, as amended, you are hereby notified of a petition for a Comprehensive Permit authorizing the applicant, Chase Developers, Inc., 10 Foretop Road, Buzzards Bay, MA, 02532 to construct 16 residential units, 8 being affordable under the New England Fund Program of the Federal Home Loan Bank of Boston. This is to be called "Chase Estates" on the site located at 230 Sandwich Road, Bourne, Massachusetts. Premises affected: Map 25 Parcels 9 & 36.

Old Business:

New Business:

Public Comment:

Members Present:

_____	_____	_____
_____	_____	_____
_____	_____	_____

**Zoning Board of Appeals
Minutes of October 3, 2012
Bourne Town Hall
Buzzards Bay, MA 02532**

2012 DEC 6 AM 8 43

.....
Lee Berger, Chairman
John Priestley, Jr., Vice Chairman
Tim Sawyer
Judith Riordan
Wade Keene
John O'Brien (excused)
Harold Kalick
Tom Armstrong

TOWN CLERK'S OFFICE
BOURNE, MASS

Roger LaPorte, Inspector of Buildings

Member(s) of the public: Mr. James Mulvey

List of Documents

- None

Meeting called to order

7:30 pm by Chairman Berger.

Approval of Minutes

Riordan MOVED and SECONDED by John Priestley to approve minutes of 9/19/12 as submitted.
VOTE 5-0.

#17-12 Special Permit Extension or Alteration of a Pre-existing non-conforming structure or use

David & Marie Bren. Location: 18H Hideaway Village. Map 14, Section No. 48, Lot 65 in an R-40 zoning district. Proposal: Applicant requests to raze existing detached condominium and construct a new one.

Sitting on the board: Lee Berger, John Priestley, Judith Riordan, Tim Sawyer and Wade Keene.
Also present: Harold Kalick and Tom Armstrong.

Tom Armstrong recused himself as this matter involves Hideaway Village.

Joshua Bows representing applicant. The existing cottage is in a state of disrepair. Looking to remove and rebuild a new cottage. The proposed cottage will include a living room, bathroom, office, kitchen with a small dining area, master bedroom, guest room and bathroom. Location of the new cottage is generally in the same location, increasing the front set back by 1 foot in the front and about the same on side setback. Received condo association approval and submitted with application. Looking for the board to consider Section 2450 as proposed

cottage is just over 1,000 square feet. This is one of the larger lots with exclusive use. The existing cottage is very tight on lot itself (lot is almost 4,000 sq ft). Applicant submitted letters from two direct abutters supporting project.

The height of proposed cottage is approximately 25 feet from the ground to the peak of the roof. There are 1,000 SF on the 1st floor and 2nd floor is 700 SF.

Roger Laporte asked the board to consider if it is appropriate to apply Section 2450, due to exclusive use areas.

Chm. Berger – if the board applies Section 2450 with regard to setbacks which cannot do with Hideaway Village.

The consensus of the board is that due to the size of the lot and the abutters' support, and the fact that the project does meet the zoning height requirements, and section 2450 applies to non-conforming lots and Hideaway Village is one big non-conforming lot, it is extremely difficult to apply section 2450 to the exclusive use areas of Hideaway Village. In light of the fact that most of the exclusive use areas are very small, if section 2450 was applied to exclusive use areas, rather than the non-conforming lot, it is likely that no condominiums could ever be enlarged at all.

No further board comments. No public comment.

Priestley MOVED and SECONDED by Riordan to close hearing. VOTE 5-0.

Priestley MOVED and SECONDED by Riordan to grant Special Permit #17-18 on the basis of the cottage moving further from the street, it is visually more attractive and conforms to the intent of the existing zoning bylaw, subject to review and approval by the sewer commission and the Fire Department. Provided said approvals are forthcoming, the new house is to be built in accordance with the plans dated 10/26/11 paired by Williams Design. VOTE 5-0.

#18-12 Special Permit Extension or Alteration of a Pre-existing non-conforming structure or use

Frederick & Carolann Poringham. Location: 12-H Knollview Road, Buzzards Bay. Map 14, Parcel 4859, Lot No. 12-H in an R-40 zoning district. Proposal: Applicant requests to build an 8'x10'x8' storage shed.

Sitting on the board: Lee Berger, John Priestley, Judith Riordan, Tim Sawyer and Wade Keene. Also present: Harold Kalick and Tom Armstrong.

Tom Armstrong recused himself as this matter involves Hideaway Village.

Applicant requests shed for storage.

Chm. Berger conducted a site visit and stated he could not see the shed from the street. The project has received the approval of the fire department and the Hideaway Village Condominium Association.

No board questions. No public comment.

Riordan MOVED and SECONDED by Priestley to close hearing. VOTE 5-0.

Riordan MOVED and SECONDED Keene to grant Special Permit #18-12 for a storage shed in accordance with and in the location shown on the plans submitted. VOTE 5-0.

#08-18 - Comprehensive Permit, 40B

Chase Developers, Inc. Location: 230 Sandwich Road, Bourne. Map 25, Parcels 9 & 36 in a R40 zoning district. Proposal: Being all persons deemed interested or affected by the Board of Appeals, under Chapter 40B Massachusetts General Law, Section 20 through 23, as amended, you are hereby notified of a petition for a Comprehensive Permit authorizing the applicant, Chase Developers, Inc., 10 Foretop Road, Buzzards Bay, MA, 02532 to construct 16 residential units, 4 being affordable under the New England Fund Program of the Federal Home Loan Bank of Boston. This is to be called "Chase Estates" on the site located at 230 Sandwich Road, Bourne, Massachusetts. Premises affected: Map 25 Parcels 9 & 36.

Sitting on the board: Lee Berger, John Priestley, Judith Riordan, Tim Sawyer and Wade Keene. Also present: Harold Kalick and Tom Armstrong.

Chm. Berger – sent latest draft decision to the board.

Atty. Attea for applicant focusing on limited possible edits and discussion:

General Conditions

Page 3 - #1 under Procedure and Timeframes. Applicant has no concerns, but Chm. Berger has concerns since there are no final plans to call "approved plans." This will be edited by Attorney Witten in the final decision.

Page 6 - #7 – provide adequate security for completion of project, but try to limit cost of bonding, or bonding at various phases. Request made to eliminate the need to include in that bonding or security arrangement the cost of planting saplings on the property in the event construction was not completed.

Applicant agrees with most from Town's consulting engineering, but is not agreeable to planting saplings.

Chm. Berger asked if saplings need to be planted to prevent erosion. Applicant saw grading, hydroseeding and planting of seedlings for further stabilization. Going further seems more cosmetic.

Atty. Attea – The cost to bond the cost of every tree planted every 20 feet is more than applicant is willing to pay for; there is a difference between site stabilization and site beautification.

Wade Keene – intention was for the trees to help with erosion.

Page 15 – Landscape. Chm. Berger read into record language. Atty. Attea has issue with language, saying that planting trees for site stabilization seems "over reaching".

Chm. Berger – asked how much it would cost to plant trees. Atty. Attea said to plant a sapling every 20 feet across entire project with no project commencing is not agreeable. Planting seedlings is okay, not saplings.

Page 6 – seedlings vs. saplings language. Chm. Berger said Mr. Houston believed it would not cost a whole lot of money to bond.

Mr. Pappas - there are still a lot of trees and hopes to provide the town with a level of comfort with stabilization.

Judith Riordan – asked when is a project considered abandoned. Chm. Berger feels within three years.

Sawyer – the ability to stabilize slopes is his biggest concern which can be done with grass and plant a few trees.

Mr. Mulvey – raised issue of the quality of hydroseeding and who it is acceptable to. Chm. Berger responded the board's consulting engineer.

Page 32

Item #58 – connecting access (barrier or berm). Applicant does not have any issue.

Mr. Sean Scully, abutter, inquired if barrier will stop the connection between the two properties.

Mr. Roger Laporte – if the Fire Department has a change, they would have to ask the board to change a condition. If there is a change in any condition of the Special Permit, it has to come back before the board.

Mr. Brian Burkhead – asked if the berm will be put in right away. It will be put in before the applicant applies for a building permit. Mr. Burkhead's concern is with Mr. Pappas' trucks and people who work with him who come in from the skating rink, ride up and come up through the warehouse into his back lot and through the neighborhood.

Mr. Laporte – the berm will be sufficient to prevent a vehicle from passing through. If there is evidence of off road vehicles, the applicant does not get the permit.

Chm. Berger – if the berm is no longer there, the Building Inspector issues a cease and desist order. The language is sufficient the way it is.

Mr. Pappas – the berm will be 6 ft high and will plant with trees.

Mr. Scully – asked what happens if the berm disappears. Mr. Laporte said the condo association would be cited.

Chm. Berger – raised issue with the bypass road. With Canalside, the board had previously decided not to require Canalside to build it because we weren't certain that Mr. Pappas would even file for a 40B permit at that time. The bypass road was drawn on one map at one point. The Canalside decision didn't Canalside to build the road, but required Canalside to allow Pappas to connect to the Canalside bypass road without any payment of a fee. How to get the road to the bypass road built is the question. We could require Mr. Pappas to put some money in an escrow account and requires the condo association to come up with the rest, but this may make it impossible to market the condos. Chairman Berger was hoping to have a number from Mr. Houston as to cost, but he did not have a number yet.

John Priestley stated that given the attitude of the Vocational School in previous negotiations, he seriously doubts the road will be built, and to have money held in perpetuity would hinder the applicant. One of ZBA responsibilities is to not put conditions on that would make the project financially unfeasible.

Chm. Berger stated that Canalside was conditioned upon the building of the bypass road. A lot of money has been spent which gives reason to believe it will be built. He asked applicant what he thought the access road to the bypass road would cost.

Atty. Attea – in 12/07, this was a 32 unit project. Since that time, applicant is down to 16 units, and as a concept it enhances both properties. Canalside hasn't secured the right to build the access road or the bypass road. Applicant sees this as an unnecessary risk.

Atty. Attea – applicant has agreed to pave from the entrance lane to the property line. He understands the issue, but there is a significant cost of construction and odds are that it may not happen. He asked about the Canalside comprehensive permit. Chm. Berger stated a 3 year renewal of the permit had been approved about a year ago, so they have 2 more years left before they have to begin construction or come back to the Board to renew the permit again.

Pappas – entrance way is safer for Schooner Pass and Port O'Call, safe for 30 houses. He has cut number of units to almost in half and feels the board is basing approval on something that may not happen.

Applicant's engineer – estimated the cost of the bypass road would be \$300/foot which equates to \$100,000 - \$300,000 dollars.

Priestley – recommends to continue the hearing until the board hears from the Board's engineer as to the cost of the bypass road.

Riordan MOVED and SECONDED by Priestley to continue hearing to 11/7/12 at 7:40 pm. VOTE 5-0.

Old Business

None.

New Business

None.

Public Comment

None.

Adjournment

John Priestley MOVED and SECONDED by Tim Sawyer to adjourn meeting. Meeting adjourned at 8:35 pm. UNANIMOUS VOTE.

Respectfully submitted,
Lisa Groezinger, sec.



TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue



2012 OCT 5 PM 5:00 #12
Buzzards Bay, MA 02532

TOWN CLERK'S OFFICE
 BOURNE, MASS

AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
<u>Wednesday, October 17, 2012</u>	<u>7:30 P.M.</u>	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

• **AGENDA ITEMS**

7:30 p.m. – Approval of minutes

7:35 p.m. - #19-12 – Special Permit – Accessory Dwelling

Paul Jehle. Location: 14 Homestead Rd, Sagamore Beach. Map 6, Lot 15 in an R-40 zoning district. Proposal: Applicant requests to build in-law apartment.

7:40 p.m. - #20-12 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Joseph Agrillo, Jr. Location: 29 Monument Ave, Monument Beach. Map 30.4, Parcel 50, lots 87 & 89 in an R-40 zoning district. Proposal: Applicant requests to demolish existing home and to re-build two-bedroom home with drive-in garage.

Old Business:

New Business:

Public Comment:

Members Present:

_____	_____	_____
_____	_____	_____
_____	_____	_____



TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue



2012 OCT 10 ~~AP~~ **Buzzards Bay, MA 02532**

TOWN CLERK'S OFFICE
 BOURNE, MASS

AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
Wednesday, October 17, 2012	7:30 P.M.	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

● **AGENDA ITEMS**

7:30 p.m. – Approval of minutes

7:35 p.m. - #19-12 – Special Permit – Accessory Dwelling

Paul Jehle. Location: 14 Homestead Rd, Sagamore Beach. Map 6, Lot 15 in an R-40 zoning district. Proposal: Applicant requests to build in-law apartment.

7:40 p.m. - #20-12 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Joseph Agrillo, Jr. Location: 29 Monument Ave, Monument Beach. Map 30.4, Parcel 50, lots 87 & 89 in an R-40 zoning district. Proposal: Applicant requests to demolish existing home and to re-build two-bedroom home with drive-in garage.

Old Business:

New Business:

Change hearing time for Chase Estates/Comprehensive Permit #08-18 from 7:40 pm to 7:41 pm on 11/7/12 meeting.

Public Comment:

Members Present:

_____	_____	_____
_____	_____	_____
_____	_____	_____

Bourne Zoning Board of Appeals
Minutes of October 17, 2012
Bourne Town Hall, Lower Conference Room
Buzzards Bay, MA 02532

2012 DEC 6 AM 8 43

TOWN CLERK'S OFFICE
BOURNE, MASS

Lee Berger, Chairman (excused)
John Priestley, Jr., Vice Chairman (excused)
Judith Riordan, Clerk (excused)
Timothy Sawyer
Wade Keene
John O'Brien
Harold Kalick
Thomas Armstrong

List of documents

- None

Timothy Sawyer is Chairing the meeting tonight.

Approval of minutes

O'Brien MOVED and SECONDED by Kalick to table minutes to the next meeting.

#19-12 – Special Permit – Accessory Dwelling

Paul Jehle. Location: 14 Homestead Rd, Sagamore Beach. Map 6, Lot 15 in an R-40 zoning district. Proposal: Applicant requests to build in-law apartment.

Sitting for the board: Tim Sawyer, Wade Keene, John O'Brien, Harold Kalick Tom Armstrong

Basement was finished and bathroom was added in 2001. No additional bathrooms to be built. A kitchen will be added in the basement. Drawings were submitted with the application showing the basement as it is now and proposed.

Letter from Ms. Coffin of the Board of Health.

Letter from Fire Department.

Mr. Laporte – permit is necessary as this is considered an accessory dwelling as they are adding kitchen which will become applicant's daughter apartment.

Liam O'Neany – abutter who is in support of the project.

O'Brien MOVED and SECONDED by Keene to close public hearing. UNANIMOUS VOTE.

O'Brien MOVED and SECONDED by Kalick to approve Special Permit #19-12 at 14 Homestead Road for Paul Jehle for accessory dwelling with the stipulation that permit is for Ms. Shauna Jehle and under Bourne Zoning Bylaw 4120. VOTE 5-0.

#20-12 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Joseph Agrillo, Jr. Location: 29 Monument Ave, Monument Beach. Map 30.4, Parcel 50, lots 87 & 89 in an R-40 zoning district. Proposal: Applicant requests to demolish existing home and to re-build two-bedroom home with drive-in garage – *Administrative error, this application will be heard on 11/7/12 at 7:35 pm.*

Old Business:

New Business:

Change hearing time for Chase Estates/Comprehensive Permit #08-18 from 7:40 pm to 7:41 pm on 11/7/12 meeting.

O'Brien MOVED and SECONDED by Kalick to change hearing time from 7:40 pm to 7:41 pm on 11/7/12 meeting.

Public Comment:

New Business

None.

Old Business

None.

Public Comment

None.

Adjournment

Harold Kalick MOVED and SECONDED by Wade Keene to adjourn. Meeting adjourned at 7:45 pm. Unanimous vote.

Respectfully submitted,

Lisa Groezinger, sec.



TOWN OF BOURNE

BOARD OF APPEALS

24 Perry Avenue

2012 OCT 10 AM 11 17
Buzzards Bay, MA 02532

TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA



DATE

Wednesday, November 7, 2012

TIME

7:30 P.M.

LOCATION

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

● AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. - #20-12 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Joseph Agrillo, Jr. Location: 29 Monument Avenue, Monument Beach. Map 30.4, Parcel 50, Lots 87 & 89 in a R-40 zoning district. Proposal: Applicant requests to demolish existing home and to re-build two-bedroom home with drive in garage area at street level living space on 2nd floor.

7:40 p.m. - #21-12 – Special Permit

Levon Semerjian. Location: 124 Waterhouse Road. Map 27, Parcel 153, Lot 1 in an R-40 zoning district. Proposal: Applicant requests to replace existing free standing sign.

7:41 p.m. - #08-18 - Comprehensive Permit, 40B

Chase Developers, Inc. Location: 230 Sandwich Road, Bourne. Map 25, Parcels 9 & 36 in a R40 zoning district. Proposal: Being all persons deemed interested or affected by the Board of Appeals, under Chapter 40B Massachusetts General Law, Section 20 through 23, as amended, you are hereby notified of a petition for a Comprehensive Permit authorizing the applicant, Chase Developers, Inc., 10 Foretop Road, Buzzards Bay, MA, 02532 to construct 16 residential units, 4 being affordable under the New England Fund Program of the Federal Home Loan Bank of Boston. This is to be called "Chase Estates" on the site located at 230 Sandwich Road, Bourne, Massachusetts. Premises affected: Map 25 Parcels 9 & 36.

Old Business:

New Business:

Public Comment:



**TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue
Buzzards Bay, MA 02532**



AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
Wednesday, November 7, 2012	7:30 P.M.	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

2012 NOV 5 PM 8:47
 TOWN CLERK'S OFFICE
 BOURNE MASS

● **AGENDA ITEMS**

7:30 p.m. – Approval of minutes

7:35 p.m. - #20-12 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Joseph Agrillo, Jr. Location: 29 Monument Avenue, Monument Beach. Map 30.4, Parcel 50, Lots 87 & 89 in a R-40 zoning district. Proposal: Applicant requests to demolish existing home and to re-build two-bedroom home with drive in garage area at street level living space on 2nd floor.

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7:41 p.m. - #08-18 - Comprehensive Permit, 40B

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Old Business:

New Business:

Public Comment:

**Zoning Board of Appeals
Minutes of November 7, 2012
Bourne Town Hall
Buzzards Bay, MA 02532**

2012 SEP 29 AM 3:14

TOWN CLERK'S OFFICE
Bourne, MA

.....
Lee Berger, Chairman
John Priestley, Jr., Vice Chairman (excused)
Tim Sawyer
Judith Riordan
Wade Keene
John O'Brien
Harold Kalick
Tom Armstrong

Roger LaPorte, Inspector of Buildings

Member(s) of the public: Mr. James Mulvey

List of Documents

- None

Meeting called to order

7:30 pm by Chairman Berger.

Approval of Minutes

O'Brien MOVED and SECONDED by Riordan to table minutes of 10/3/12 and 10/17/12.
VOTE 5-0.

#20-12 Special Permit Extension or Alteration of a Pre-existing non-conforming structure or use

Sitting on the board: Lee Berger, Judith Riordan, Tim Sawyer and Wade Keene and John O'Brien. Also present: Harold Kalick and Tom Armstrong.

Applicant recently purchased property and is looking to raze and rebuild. Currently the dwelling is used as a 2 bedroom. The property has encroachments and non-conforming setbacks. Lot coverage will not change, but lessen by 3 feet. The two sheds that are currently on the property will be removed. Seeking relief in Section 2450.

Current house in exc ess of 1900 sq ft living sq. 1,053 living on second floor, drive in garage and mechanical and storage, lesson gfa. Lot coverage has not changed. Setback from the street is 13 feet.

Chm. Berger did a site visit today and feels it will be an improvement. Footprint not increased and lessening the amount of living space.

The dwelling is a Cape with a ¾ story and not counted as square area. Existing dwelling has 2,000 SF and proposed will be 2157 SF which is less than 10%.

Mr. Laporte concurs with Mr. Agrillo's numbers. Chm. Berger said a staff person should do the inside calculations. Procedures meet with Ms. Moore or Mr. Laporte to make sure numbers are accurate.

Mr. Laporte said GFA is the issue because it is a unique situation where already over what is allowed, but it is grandfathered. The question is how much above the bylaw will the board allow.

Chm. Berger – project makes sense. The question is whether the board is authorized to do so.

Paul Duff, abutter – their house built in 1905 within 8 feet is on an incline from proposed construction. Concerns of diminished enjoyment of property. History of diminished enjoyment of property can be documented. Mr. Agrillo said when do foundation – not full foundation, 4 foot frost wall. Above grade. Grade level with pitch toward the street.

Chm. Berger – concern over potential damage to abutter's property and feels can be handled with a bond. He is concerned about what can do with the bylaw, going over 10%. He suggested applicant re-apply for a Variance under Section 2456 and consult an attorney.

Mr. Laport – proposed work is two feet from the property line so applicant would need abutter's permission before beginning any work. He suggested Mr. Agrillo and abutter come up with an agreement with an attorney putting together.

Applicant would like to continue hearing, come back for a Variance and consult an attorney for an agreement with abutter (who will consult his own attorney).

Mr. Agrillo will get dimensions and review numbers with Ms. Moore.

O'Brien MOVED and SEC ONDED by Sawyer to continue SP #20-12 to 12/19/12 at 7:35 pm.

#21-12 Special Permit Extension or Alteration of a Pre-existing non-conforming structure or use

Sitting on the board: Lee Berger, Judith Riordan, Tim Sawyer and Wade Keene and Harold Kalick. Also present: John O'Brien and Tom Armstrong.

Applicant Subaru America is requiring dealers to replace all free standing signs to be compliant. Existing sign currently is 98 SF and 4x11x24 FT long and stands 15 FT high. The new sign will be 80 SF and 7x11.3 FT long and stands at 25.9 FT high.

Applicant is asking for a new sign with increase in height as it is necessitated due to unusual circumstances:

1. setback from road and hard to see
2. current vegetation is blocking not only current sign but the building

Most customers miss the turn from McArthur Blvd and at that point it becomes a safety risk. The new sign will not intrude with the scenic use and doesn't cause any distraction for more risk of safety. Applicant recently made improvement to the site including landscaping, repair and painting of the building.

Chm. Berger - suggested to put sign towards the end of where the cars are parked.

Kalick - issue is with the height, is this going to be precedence. Applicant said all dealers are directly on the highway and if he was, he wouldn't need a Special Permit.

Mr. Laport - applicant is in a B-2 not a residence as shown in application and is on Section 3210 with regard to sign regulations.

Chm. Berger - suggesting putting sign 25 feet from edge of the property, closer to the flagpole. One condition of the location of sign should be in the vicinity slightly north of the flagpole.

Mr. Mulvey - relation of large sign, how define where sign is to be placed in the motion. Exact location don't have, only an approximate location to current parking lot.

Riordan MOVED and SECONDED by Sawyer to close public hearing. VOTE 5-0.

Riordan MOVED and SECONDED by Sawyer to grant SP #21-12 to replace the existing free-standing sign with a new sign of 7x11.3 FT wide and 25.9 FT in height and to move to a location that is left of flagpole viewed from road and located at the same existing location from current sign and to have suitable landscaping and north of vegetation. VOTE 5-0.

#08-18 - Comprehensive Permit, 40B

Chase Developers, Inc. Location: 230 Sandwich Road, Bourne. Map 25, Parcels 9 & 36 in a R40 zoning district. Proposal: Being all persons deemed interested or affected by the Board of Appeals, under Chapter 40B Massachusetts General Law, Section 20 through 23, as amended, you are hereby notified of a petition for a Comprehensive Permit authorizing the applicant, Chase Developers, Inc., 10 Foretop Road, Buzzards Bay, MA, 02532 to construct 16 residential units, 4 being affordable under the New England Fund Program of the Federal Home Loan Bank

of Boston. This is to be called "Chase Estates" on the site located at 230 Sandwich Road, Bourne, Massachusetts. Premises affected: Map 25 Parcels 9 & 36.

Sitting on the board: Lee Berger, Tim Sawyer, Wade Keen and Judith Riordan. Also present is Tom Armstrong and Harold O'Brien.

Chm. Berger – per Mr. Houston, the access road will be about \$230,000 including designing of road. He suggests when Canalside comes before the board to extend, put a condition in their permit to build the road as part of their project.

Chm. Berger - submitted Mr. Houston's bill for consulting fees to Atty. Attea. He anticipates an additional small bill for Mr. Houston work to determine the cost of access road. Also, Atty. Witten's bill will need to be sent.

Chm. Berger – Sue Ross saw a notice of foreclosure of Mr. Pappas' Port of Call property. There could be a concern of the project ending up in default. He discussed with Atty. Witten and he has indicated the board has the authority and to be concerned with financial feasibility of the project. Atty. Witten suggested adding into the Decision:

1. Town requirement – before any building permit issued, any town taxes be paid. BI – property in which permit is being pulled, the taxes need to be paid. Atty. Attea said it would be a concern and a pre-requisite to any third-party financing. Doesn't anticipate an issue.
2. Permit – subject to Planning Board approval.
3. Regulatory agreement - to make sure affordability of 4 units be protected in perpetuity. If not in, should be included. Applicant will need to record and if not recorded, the board reserve right to record. Add language if applicant doesn't. Atty. Attea knows recording would be a pre-requisite.
4. Right to rescind - if applicant not able to execute. Chm. Berger isn't sure how the board will make a determination, but wants the board to be aware of this.

Chm. Berger - added itemization of filings. Need to review the first section of conditions with Atty. Witten.

Andrew Campbell, abutter – asked about how the project would be connected to water. Atty. Attea said it will be town water and realizes testing will have to be done. He spoke with Ralph Marks, the former Superintendent of the Water District in 2009. Mr. Campbell said Mr. Pappas doesn't have approval from the Bourne Water District. Atty. Attea said not up to this point.

Mr. Laporte – Bourne and the Water District is separate. Atty. Attea would have to come before the District.

Mr. Campbell – there are different rules and regulations from last time Atty. Attea spoke with Ralph Marks. Mr. Campbell wants to make sure the applicant is ready for the expense of this.

Atty. Attea – would come to Water District with plans to provide water to the residents of the 40B project.

Mr. Campbell – believes this is a horse before the cart situation. Mr. Laporte said applicant plans to go to the Water District. Atty. Attea recognizes a formal review is required and is not trying to leap frog or disrespect any process. He doesn't anticipate this as a serious issue.

Mr. Campbell – Fire Department and the Water District have two different specifications. Atty. Attea said water issues were specific when doing staff reviews. He feels there is ample protection for both safety and drinking water, but can add a condition to get appropriate authority from the Water District.

Mr. Campbell is the current Water District Superintendent. Chm. Berger will contact for specific language.

No further board comments. No public comment.

Riordan MOVED and SECONDED by Sawyer to close the public hearing. UNANIMOUS VOTE.

Riordan MOVED and SECONDED by Sawyer to approve 40B Comprehensive Permit #08-18 providing for 16 residential units 4 of those units being affordable, with conditions discussed previously, existing conditions in the draft decision and other conditions discussed tonight and that the Chairman of the ZBA be authorized with Atty. Witten to finalize and sign the Final Decision. VOTE 5-0.

Old Business

None.

New Business

None.

Public Comment

None.

Adjournment

O'Brien MOVED and SECONDED by Kalick to adjourn meeting. Meeting adjourned at 9:00 pm. UNANIMOUS VOTE.

Respectfully submitted,
Lisa Groezinger, sec.



TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue
Buzzards Bay, MA 02532



2012 DEC 3 AM 8 56

TOWN CLERK'S OFFICE
 BOURNE, MASS

AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
Wednesday, December 5, 2012	7:30 P.M.	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. - #22-12 – Special Permit – Chapter 40B, Section 22, M.G.L.

Coady School Residences Limited Partnership. Location: 85 Cotuit Road, Bourne. Map 24.3, Parcel 28, in an R-40 zoning district. Proposal: Applicant is a Massachusetts Limited Partnership that is qualified to undertake the planning, design, development, construction, ownership and operation of the proposed residential project known as The Coady School Residences. As part of the Applicant's redevelopment proposal, the proud Coady School will be sensitively renovated, per National Park Service Guidelines for Historic Renovation, and expanded to the rear to provide 58 units of new respectable housing and support services pursuant to the Massachusetts Comprehensive Permit (M.G.L. c.40B, Section 20-23, or "Chapter 40") and the Town of Bourne Permit Rules and Regulations of the Zoning Board of Appeals (the "Local Rules"). Financing will be provided through the Massachusetts Department of Housing and Community Development (DHCD)'s Low Income Housing Tax Credit Program. The Coady School Residences will serve Bourne and the surrounding area's senior population (55+ and 62+). All of the units will be affordably priced and rented to individuals who earn less than sixty (60%) of area median income; 20% of the units will be rented to individuals who earn less than thirty percent (30%) of area median income – which is well in excess of the affordability requirements provided under the statutory, regulatory and program requirements of Chapter 40B, the regulations of the Housing Appeals Committee set forth at 760 CMR 31.00 *et seq.*, the Federal Low Income Housing Tax Credit Program, and program requirements of DHCD.

Old Business:

New Business:

Public Comment:

Members Present:

_____	_____	_____
_____	_____	_____
_____	_____	_____

**Zoning Board of Appeals
Minutes of December 12, 2012
Bourne Town Hall
Buzzards Bay, MA 02532**

2013 SEP 30 AM 3:15

.....
Lee Berger, Chairman (excused)
John Priestley, Jr., Vice Chairman
Wade Keene
Tim Sawyer
Judith Riordan
John O'Brien
Harold Kalick
Tom Armstrong

TOWN CLERK'S OFFICE
BOURNE, MASS.

Roger LaPorte, Inspector of Buildings

Member(s) of the Press: Diana Barth, Bourne Enterprise and Paul Gately, Bourne Courier

Documents:

- Revised Lighting Plan dated 9/26/12 – 1 page
- Revised Comprehensive Permit Application dated 12/5/12 – 20 pages

7:30 p.m. - Approval of minutes

Sawyer MOVED and SECONDED by Kalick to approve minutes of 10/3/12 as submitted. VOTE 3-0-2 (O'Brien and Kalick).

Kalick MOVED and SECONDED by Sawyer to approve minutes of 10/17/12 as submitted. VOTE 5-0.

Minutes of 11/7/12 will be tabled the next meeting. No vote taken.

7:35 p.m. - #22-12 - Special Permit - Chapter 40B, Section 22, M.G.L.

Coady School Residences Limited Partnership. Location: 85 Cotuit Road, Bourne. Map 24.3, Parcel 28, in an R-40 zoning district. Proposal: Applicant is a Massachusetts Limited Partnership that is qualified to undertake the planning, design, development, construction, ownership and operation of the proposed residential project known as The Coady School Residences. As part of the Applicant's redevelopment proposal, the proud Coady School will be sensitively renovated, per National Park Service Guidelines for Historic Renovation, and expanded to the rear to provide 58 units of new respectable housing and support services pursuant to the Massachusetts Comprehensive Permit (M.G.L. c.40B, Section 20-23, or "Chapter 40") and the Town of Bourne Permit Rules and Regulations of the Zoning Board of Appeals (the "Local Rules"). Financing will be provided through the Massachusetts Department of Housing and Community Development (DHCD)'s Low Income Housing Tax Credit Program. The Coady School Residences will serve Bourne and the surrounding area's senior population (55+ and 62+). All of the units will be affordably priced and rented to individuals who earn less than sixty (60%) of area median income; 20% of the units will be rented to individuals who earn less than thirty percent (30%) of area median income - which is well in excess of the affordability requirements provided under the statutory, regulatory and program requirements of Chapter 40B, the regulations of the Housing Appeals

Committee set forth at 760 CMR 31.00 et seq., the Federal Low Income Housing Tax Credit Program, and program requirements of DHCD.

Sitting for the Board – Judith Riordan, John Priestley, Jr., Tim Sawyer, Wade Keene, John O'Brien. Also present: Harold Kalick and Tom Armstrong.

Richard Hayden from Stratford Capital Group. Brief review of Stratford projects within Massachusetts and Rhode Island. The Coady School will include a deed restriction on property to make it 100% affordable homes in perpetuity. Parking will be increased. Project is a public-private partnership.

Michael Gardnier, engineer. The existing dwelling includes a main entry which is off the parking lot. The original entry to the gym will be a library with vaulted ceilings for tenants. In the back, all classrooms remain in the layout and the floor plan will not change much. The addition is off the back of the existing stairs which has connecting the buildings off corridor in the back. The second floor is all 2 bedroom units, maximizing the floor plate keeping tight and not too large. This floor includes fitness, laundry, dining and kitchen. The 3rd floor fits with existing and surrounding buildings. There are only parts of the building that are 3 stories from the street side.

Kelly Kileen, architect. The existing septic staying the same and will reuse the existing leachate field. The new configuration for parking will address existing issues with draining as THE LOT still puddles. They are proposing a new interior island for the benefit to add parking space, water drop off and site access. The parking lot is created for the project purpose. Some of the pavement is reduced on the site as they are introducing additional lots to support the project. A new drainage system will be added with an additional septic to handle the increase in flow. The proposed system is yet to be determined, but will include the proper nitrogen sensitive system which is common to the Cape for reducing nitrogen loading.

Landscape is limited with a portion in the back that is closest to the lot line and landscaping will be done with some site amenities.

Board Discussion

John O'Brien – asked about emergency access. Further study will need to be done with the Fire Department. The front is accessible from the ball field.

Sawyer – asked about the additional elevator. An additional elevator was added for a total of 2 elevators per Chm. Berger. The elevator on the main corner will serve all floors of the existing building; the second elevator will be in the new addition serving the whole addition.

O'Brien – asked to clarify the term 'senior'. Senior is defined as 55+.

Sawyer – asked if the previous projects full. All are between 95-98% capacity. Full market studies have been done on previous projects which are required to be able to finance. The market has been analyzed.

Kalick – asked regulated in rent. DHCD in Boston is the authoritative body that gives financing to make the project work.

Kalick – also asked about the cost of units. For comparison, the cost of units in Athol is: 1-bedroom is \$600; 2-bedroom is \$750; 10% of units will be \$300/month.

Riordan – asked who is the rental agent. Wynn Management Property for management and monitoring or they can use a local company. On site there will be a two full-time employees - one full-time Property Manager (9:00 am – 5:00 pm) and a full-time Maintenance person.

Keene – asked about plans for the ballpark. The ballpark will stay in the town's ownership.

Riordan – asked if the 3rd floor is fully accessible by stair and if apartments are HP accessible and scattered about. Riordan requested no HP accessible apartments be on the third floor.

Riordan – asked about Energy Star. The project will be designed using Energy Star's guidelines. Other sustainable concepts will be used as well AS requirements for boilers and lighting, toilet exhausts.

Mr. Laporte – asked about the parking and units ration. 64 parking spaces and 58 units - 1.1 ratio. This is a concern. Historic performance and observation gave the ratio which they feel is more than adequate. Parking has no assigned spots for guest parking as they haven't had the need to do so on their projects.

Mr. Laporte – asked about a bus service. They haven't designed any into the program, but if had the need it can be arranged - there has been no need with other projects.

Riordan – commented that parking may be an issue. The average age of a typical renter is 70-75 years.

Mr. Laporte – asked if more parking could be supplied. Not on this particular site. Proposing (and not part of the 40B) to provide, on town-owned parking, a lot for use near the ball field. Issues raised that this was not optimum conditions. Maybe the town will allow **RESIDENTS** to use some part of the lot (where bus is on the picture) – this is still part of the plan.

Riordan – asked about the septic and nitrogen loading and what the Cape Cod Commission (CCC) looks for. The CCC proposed a system is advanced for nitrogen removal putting tankage in the parking lot which processes waste and puts back down in the leachfields and are proposing 8700 gallons per day. Nitrogen loading for the CCC were consistent with Policy 91-1. Reaching 5 ppm is additional and drives the cost too high for affordable costs. It could be done, but much more costly and maybe cost prohibitive.

Riordan – BOH letter dated 12/4/12. New perc tests and permit approvals will need to be done through the BOH. Testing for asbestos and remedial issues will be per State standards. Conditional approve of the Board of Health.

Priestley – has concerns with the roof line of the new addition and feels the characteristics of the other building could be followed within a reasonable expense. Ultimately the reviewing **AGENCY** says what they want it to look like.

Priestley – would like maintained parking and sidewalk paving for access around building and the Fire Department.

Riordan – asked about restrictions to the different numbered bedrooms.

ASKED ABOUT LIMITS OF INDIVIDUALS FOR THE DIFFERENT SIZE APARTMENTS

Public Discussion

Deb O'Mara, abutter asked about conservation land. This will be looked into.

Mr. Mulvey – suggested to meet with the Council on Aging for their mini bus routes. He asked about an emergency trip in individual units. Fire Department will have a master key. Lifeline systems will not be installed as this is not an Assisted Living facility. He also asked about roof runoff and filtration. Proposing leachfields in the historic front lawn, adding recharge systems and collect off new addition and existing.

George Jenkins – asked if there was a good enough turn around for a full size bus. There are truck templates. There is a bus service that goes to other projects.

Patty DuBour – asked about control who lives in the 2 bedroom apartments and for how long. Reduced **WHAT IS THIS?** She also asked about what happened to the large flag aluminum flag pole.

Tracy Warnecki – concerned about traffic , especially around the "Y" section. They would analyze in and out. 40B is interaction between the town and developer for good dialogue.

Ms. DuBour – requested no large construction trucks traveling on her road. This isn't heavy construction but are willing to redirect traffic. Asbestos is contained. Apartments will have gas fired furnaces, central cooling and heating in the common areas. She also raised issue of the retaining wall being cracked. Will be reviewed for stabilization and historic purposes.

Kevin Mailer – asked about how many different units there are: 26 2-bedroom and 31 1-bedroom. He is concerned about this project becoming a housing project. The intent is senior housing.

Applicant will get statistics on ages of residences and number of people living in every unit. Average age is much more elevated than 55.

Patty DuBour – suggested a monthly update on coverage in the website. She also requested a copy of the proposed changes given out tonight which she received. Riordan to bring a copy to the Library.

Mr. Mulvey – asked about the Board of Health (BOH) regulation of floor space. Applicant to follow up.

Abutter – asked about the 5 and 10-year projections. In proforma there are restrictions under 40B. **AS TO AMOUNT OF PROFIT FOR THE DEVELOPER** .He is concerned about the foot traffic for crossing the road to the Post Office. There are safety issues to be concerned about.

Mr. Mulvey – suggested maybe either the town or it become part of the project to provide sidewalks. Discussion follow-up needed.

Kevin Mailer - sees contributing to sprawl. Mr. Laporte said the CCC is looking for the re-use of existing buildings to minimize sprawl.

Applicant said the construction can be done in 12 months.

Riordan – asked about Section 2.1 applicant status – regulatory agreement. She would like to see this in perpetuity.

Riordan ran through the list of concerns to summarize:

- Parking
- Communication with Town Departments
- Additional information on septic, roof line
- Any further tightening of the pro forma
- Fire Department for traffic and BOH
 - Cotuit Road traffic
- Conservation – is there any conservation land
- Communicate with the Council on Aging – transportation
- Traffic study expert – review numbers generated
- Clarification of individuals in each apartment in residence
- Foot traffic follow up
- Crosswalks
- Sidewalks
- Definition of impact on assessed property value
- Model lease agreement.

O'Brien MOVED and SECONDED by Priestley to continue hearing to 1/2/13 at 7:45. VOTE 5-0. Site visit to be held on Wednesday 12/19/12 @ 10: 00 am. Members of the board and the community invited to attend.

Old Business

None.

New Business

None.

Public Comment

None.

Adjournment

Priestley MOVED and SECONDED by Sawyer to adjourn. Meeting adjourned at 9:45 pm. UNANIMOUS VOTE.

Respectfully submitted – Lisa Groezinger, sec.

**Zoning Board of Appeals
Minutes of December 18, 2012
Bourne Town Hall
Buzzards Bay, MA 02532**

2013 SEP 30 AM 3:15

.....
Lee Berger, Chairman
John Priestley, Jr., Vice Chairman
Wade Keene
Tim Sawyer
Judith Riordan
John O'Brien
Harold Kalick
Tom Armstrong

TOWN CLERK'S OFFICE
SEP 30 2013

Roger LaPorte, Inspector of Buildings

Documents:

- Warwick & Associates Inc. proposed conditions revised 12/11/12 – 1 page
- Rescom Architectural, Inc. floor plans and exterior elevations dated 9/26/12 – 2 pages

7:30 p.m. - Approval of minutes

Riordan MOVED and SECONDED by O'Brien to table minutes of 11/7/12 and 12/5/12 will be tabled the next meeting. VOTE 5-0.

7:35 - #20-12 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Joseph Agrillo, Jr. Location: 29 Monument Ave, Monument Jr Beach. Map 30.4, Parcel 50, lots 87 & 89 in an R-40 zoning district. Proposal: Applicant requests to demolish existing home and to re-build two-bedroom home with drive-in garage

Sitting for the Board – Lee Berger, Judith Riordan, John Priestley, Jr., Tim Sawyer, Wade Keene, John O'Brien. Also present: Harold Kalick and Tom Armstrong.

Chm. Berger –discussed with Town Planner memo stating proposed project exceeds the now allowable limits. An applicant is allowed to have 25% lot coverage and ZBA can give additional 10% (over allowable amount). This proposed project is well over the allowed amount per the Charter. The issue is the applicant is looking for something the ZBA doesn't have the authority to give. It cannot be done under the Special Permit as applied. The applicant can submit a Variance on the basis the typography would include the structure.

Chm. Berger - If block off, can you make it unusable space. Mr. Laporte said unusable space is anything under 6'x6'.

Chm. Berger – asked if there was a way to shave off 80 SF - if the applicant can take off 80SF, the board can approve tonight. If not, a variance should be applied for.

Chm. Berger – the board will need to make a finding. He asked the written agreement between applicant and abutter to be filed with the board.

Priestley MOVED and SECONDED by Riordan to close public hearing. VOTE 5-0.

Priestley MOVED and SECONDED by Sawyer to approve Special Permit #20-12 providing the applicant submits a new plan making the reduction in the GFA that is no greater than 1705SF. Any reduction in the length to be added to the north sideline of the structure and to include the written agreement between the applicant and abutter be filed with the Board of Appeals. VOTE 5-0.

Old Business

Annual report from Cape Cod Aggregates. Part of the conditions was to supply the ZBA and the Planning Board a copy. Chm. Berger to review decision to determine when they planned to complete.

New Business

Site visit today at the Coady School. The consensus of the board was that no outside consultants were required. Chm. Berger to be in touch with the Cape Cod Commission for comments on the application of the Coady Residences. Copies of the Fire Department and the Board of Health comments will be sent to the board members.

Public Comment

None.

Adjournment

Priestley MOVED and SECONDED by O'Brien to adjourn. Meeting adjourned at 8:20 pm. UNANIMOUS VOTE.

Respectfully submitted – Lisa Groezinger, sec.



TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue
Buzzards Bay, MA 02532



2012 DEC 4 PM 12 38

TOWN CLERK'S OFFICE
 BOURNE, MASS

AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
Wednesday, December 19, 2012	7:30 P.M.	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. - #20-12 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use - Continued

Joseph Agrillo, Jr. Location: 29 Monument Avenue, Monument Beach. Map 30.4, Parcel 50, Lots 87 & 89 in an R-40 zoning district. Proposal: Applicant requests to demolish existing home and to re-build two-bedroom home with drive in garage area at street level living space on 2nd floor.

Old Business:

New Business:

Public Comment:

Members Present:

_____	_____	_____
_____	_____	_____
_____	_____	_____

Sullivan, Tracy

From: Lisa A. Groezinger
[lgroezinger@gmail.com]
Sent: Wednesday, December 12, 2012
10:44 PM
To: Sullivan, Tracy
Subject: ZBA - site visit of Wed 12/19/12 TO
POST

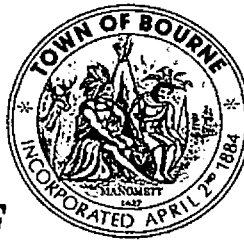
MEETING NOTICE

Bourne Board of Appeals
Wednesday, December 19, 2012
85 Cotuit Road, Bourne
10:00 AM

A Site Visit to be conducted by the Bourne Zoning Board of Appeals and members of the public for Special Permit - 40B, application #22-12 for the Coady School Residences proposed project.

Sent from my BlackBerry®

2012 DEC 13 AM 9 36
TOWN CLERK'S OFFICE
BOURNE, MASS.



TOWN OF BOURNE

2012 APR 10 AM 10 17
TOWN CLERK'S OFFICE
BOURNE, MASS

Office of the Town Clerk

MEETING NOTICE

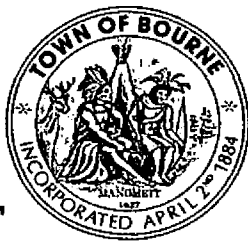
BOARD OF REGISTRARS

The Board of Registrars will be meeting on the dates and times listed below for the purpose of holding VOTER REGISTRATION SESSIONS from 4:30 to 8:00pm. in order that sundry persons may participate in the upcoming events:

EVENT	MEETING DATE
May 7, 2012 Annual Town Meeting	April 17, 2012
May 7, 2012 Special Town Meeting	April 27, 2012
May 15, 2012 Annual Town Election	April 25, 2012

NOTE: ALL VOTER REGISTRATION SESSIONS WILL BE HELD IN THE CLERK'S OFFICE
IN TOWN HALL.

Barry H. Johnson, Member



TOWN OF BOURNE

Office of the Town Clerk

MEETING NOTICE

2012 AUG 7 AM 10 43
TOWN CLERK'S OFFICE,
BOURNE, MASS.

BOARD OF REGISTRARS

Date: Friday, August 17, 2012

Time: 4:30pm to 8:00pm.

Where: Clerk's Office - Town Hall

AGENDA

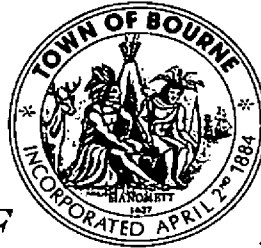
This is the LAST day that anyone can register to vote in order that they might participate in the September 6, 2012 statewide PRIMARY ELECTION. Therefore the Registrars will be holding a Voter Registration Session and working on election related materials and updating Voter Registration Cards.

For the Board of Registrars,

Barry H. Johnson, Member of the Board

BARRY H. JOHNSON
Town Clerk

WENDY CHAPMAN
Assistant Town Clerk



TOWN OF BOURNE
Office of the Town Clerk

2012 SEP 11 PM 3 44
TOWN CLERK'S OFFICE
BOURNE, MASS

MEETING NOTICE

BOARD OF REGISTRARS

When: Thursday, September 13, 2012

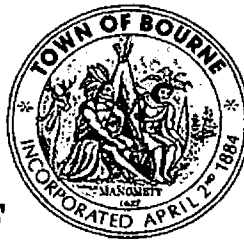
Time: 4:30pm.

Where: Conference Room Town Hall-24 Perry Avenue-Buzzards Bay, Ma. 02532

The Board of Registrars will be meeting on this date and time for the purpose of conducting a recount of the ballots cast in the Governor's Council - First District in the September 6, 2012 state Primary Election pursuant to the General Laws of the Commonwealth of Massachusetts. This meeting shall continue with said proceedings from day to day until the recount is concluded.

For the Board of Registrars:

Barry H. Johnson, Member



TOWN OF BOURNE
Office of the Town Clerk

2012 SEP 18 PM 12 52
TOWN CLERK'S OFFICE
BOURNE, MASS

MEETING NOTICE

~~THE BOARD OF REGISTRARS WILL BE MEETING ON OCTOBER 17, 2012 FROM 4:30pm. to 8:00pm. IN THE TOWN CLERK'S OFFICE-BOURNE TOWN HALL FOR THE PURPOSE OF HOLDING A VOTER REGISTRATION FOR THOSE PERSONS WHO WANT TO BE ABLE TO VOTE IN THE NOVEMBER 6, 2012 PRESIDENTIAL ELECTION~~

AND

~~THE BOARD OF REGISTRARS WILL BE MEETING ON OCTOBER 19, 2012 from 4:30pm to 8:00pm. IN THE TOWN CLERK'S OFFICE-BOURNE TOWN HALL FOR THE PURPOSE OF HOLDING A VOTER REGISTRATION FOR THOSE PERSONS WHO WANT TO BE ABLE TO VOTE IN THE OCTOBER 29, 2012 SPECIAL TOWN MEETING~~

FOR THE BOARD OF REGISTRARS:

BARRY H. JOHNSON, MEMBER OF THE BOARD OF REGISTRARS.

MEETING NOTICE

Agency: Board of Registrars

When: Friday, November 16, 2012

Where: Town Clerk's Office – Town Hall

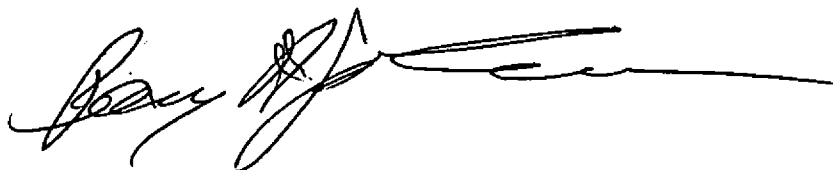
Time: 5pm.

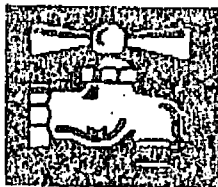
2012 NOV 9 PM 12 44
TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA

1. To review UOCAVA Ballots that have been mailed in by voters who are outside the United States.
2. To review Federal Write-In Absentee Ballots sent by mail and received by the 10th day after the November 6, 2012 Election.
3. PROVISIONAL BALLOTS: to review whether or not these ballots that were cast on November 6, 2012 should added into the final election totals.
4. NOTE: all of this information must and more must be sent to the Secretary of State on or before November 21, 2012.

For the Board of Registrars: Barry H. Johnson, Member of the Board





BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-363-2294 FAX Number 508-564-4661

2012 JAN 5 PM
TOWN CLERK'S OFFICE
BOURNE, MASS.

MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS TUESDAY, JANUARY 10, 2012

8:30 A.M. Convene meeting – Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following:

Minutes:

DECEMBER 14, 2011 Regular Session

December Commitment

Approve warrant

AGENDA

Regular Session

NEW BUSINESS

1. Open Position
2. Health care reform.
3. Preliminary budget duscussion

SUPERINTENDENTS REPORT

To Town Clerk Please Post

Posted 1/05/2012 2:00 PM

COMMISSIONERS MEETING _ BOURNE WATER DISTRICT JANUARY 10, 2012

THE MEETING WAS DULY POSTED

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT COMMISSIONERS BRIAN HANDY, PETER WAY AND MICHAEL LYONS, ATTORNEY J. FORD O'CONNOR CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

THE BOARD SIGNED THE MINUTES OF THE PREVIOUS MONTHS MEETING, WARRANT, COMMITMENT AND ABATEMENTS.

MR. CAMPBELL STATED THAT HE HAS BEEN DOWN A MAN FOR WELL OVER A YEAR WITH THOMAS MCCLAIN'S ABSENCE WHILE ON WORKERS COMP. HE STATED THAT THE BACKFLOW PROGRAM, THE METER MAINTENANCE PROGRAM AND THE HYDRANT PROGRAM HAVE SUFFERED TREMENDOUSLY WITH LESS THAN ONE HALF OF THE METERS REPLACED LAST YEAR AS IN THE PREVIOUS YEAR AND A DECREASE IN BACKFLOW TESTING OF 50 % AS WELL. IF THERE IS AN EMERGENCY LEAK THE PERSON DOING NOTES HAS TO BE CALLED OFF THAT JOB TO WORK ON THE LEAK AND APPOINTMENTS HAVE TO BE CANCELLED.

HE STATED THAT MR. MCCLAIN HAS TOLD BOTH HIMSELF AND MRS. WARD THAT HE HAD NO INTENTION OF RETURNING AND WOULD BE RETIRING. MR. CAMPBELL ASKED THE BOARD TO CONSIDER TERMINATING MR. MCCLAIN AS AN EMPLOYEE OF THE DISTRICT SO THAT HE COULD HIRE SOMEONE TO REPLACE HIM.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO TERMINATE MR. MCCLAIN'S EMPLOYMENT WITH THE DISTRICT AS OF JANUARY 29, 2012 AND TO PAY THE DISTRICT'S 75% SHARE OF HIS INSURANCES THROUGH FEBRUARY 29, 2012 AS AN EMPLOYEE. IT WOULD BE NECESSARY FOR MR. MCCLAIN TO APPLY FOR REGULAR RETIREMENT AS SOON AS POSSIBLE IF HE DID NOT WANT TO END UP PAYING 100% OF HIS INSURANCE SINCE HE WILL NO LONGER BE AN EMPLOYEE AND HIS ACCIDENTAL DISABILITY RETIREMENT HAS NOT BEEN APPROVED. ONCE HE IS RETIRED THE DISTRICT CAN RESUME PAYING 75% OF HIS MEDICAL INSURANCE AS A RETIREE.

MRS. WARD STATED THAT THE BOARD NEEDED TO DECIDE WHETHER TO ACCEPT THE NEW SECTIONS 21-23 OF CHAPTER 32B OF THE MASSACHUSETTS GENERAL LAWS WHICH WAS PASSED IN JULY OF 2011. IT IS A FORMALITY AS WE DO NOT HAVE UNIONS OR COLLECTIVE BARGAINING UNITS BUT IT AFFECTS THE PLAN DESIGN OF OUR MEDICAL INSURANCE WITH HIGHER CO-PAYS AND DEDUCTIBLES. WE CAN GET PRIVATE INSURANCE OR MOVE OUR PEOPLE TO THE GIC INSURANCE BUT AFTER INVESTIGATION NEITHER OPTION IS FEASIBLE. HER RECOMMENDATION IS TO ACCEPT THE NEW SECTIONS AND STAY WITH CAPE COD MUNICIPAL HEALTH GROUP.

SHE STATED THAT UNDER THE LAW 25% OF THE SAVINGS REALIZED BY THE DISTRICT WOULD HAVE TO BE GIVEN BACK TO THE EMPLOYEES IN THE FORM OF A REIMBURSABLE SPENDING ACCOUNT, A PREMIUM HOLIDAY OR A REDUCTION OF RATES. CCMHG CAME OUT WITH THE ESTIMATED RATE REDUCTIONS AND THE DISTRICT WOULD SAVE APPROXIMATELY \$20,000. THIS WOULD MEAN \$5,000.00 WOULD HAVE TO BE MADE AVAILABLE TO THE EMPLOYEES AND RETIREES. A REIMBURSABLE SPENDING ACCOUNT WOULD COST APPROXIMATELY \$1700. TO ADMINISTER WHICH SEEMS UNLIKELY WITH ONLY \$5,000. TO OFFER. SHE STATED SHE WOULD LIKE TO CHECK WITH THE EMPLOYEES, WHEN THE ACTUAL RATES COME OUT JANUARY 18th TO SEE IF THEY WOULD RATHER HAVE A PREMIUM HOLIDAY OR LOWER RATES THROUGHOUT THE YEAR.

BOURNE, MASS
TOWN CLERK'S OFFICE

2012 FEB 14 PM 4 26

Bourne Water District Commissioner's Meeting January 10, 2012

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE SECTIONS AND STAY WITH CAPE COD MUNICIPAL HEALTH GROUP AND ALLOW MRS. WARD TO DISCUSS THE OPTIONS WITH THE EMPLOYEES.

MRS. WARD PRESENTED THE BOARD WITH A VERY PRELIMINARY BUDGET FOR FY2014 EXPLAINING THAT THE HEALTH INSURANCE RATES HAVE NOT COME OUT YET AS WELL AS THE WORKERS COMP RATE. SHE STATED HER OFFICE BUDGET WILL REMAIN THE SAME. MR. CAMPBELL WENT OVER THE MAINTENANCE AND OPERATION BUDGET DETAILING ANY INCREASES HE HAD MADE. HE ASKED THE BOARD TO CONSIDER PURCHASING A MINI EXCAVATOR FOR \$50,000 AS THE BACKHOE IS 14 YEARS OLD AND TOO CUMBERSOME FOR MOST JOBS. HE ASKED THEM TO ALSO CONSIDER A CONTRACTORS TRAILERS FOR \$7,500. SO THE EQUIPMENT NEEDED ON THE JOBS WOULD BE TOGETHER AND READY RATHER THAN MAKING MULTIPLE TRIPS TO THE JOB SITE WITH EQUIPMENT.

THE BOARD DECIDED TO TABLE THE DISCUSSION UNTIL THE NEXT MEETING.

MR. LYONS MADE A MOTION TO ADJOURN THE MEETING IT WAS SECONDED AND THE MEETING ADJOURNED AT 10:00AM.

RESPECTFULLY SUBMITTED,

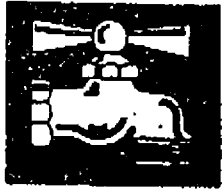

NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS


BRIAN S. HANDY, CHAIRMAN


MICHAEL R. LYONS


PETER R. WAY



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

2012 FEB 7 PM 2 56
TOWN CLERK'S OFFICE
BOURNE, MASS

MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS TUESDAY, FEBRUARY 14, 2012

8:30 A.M. Convene meeting – Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following:

Minutes:

JANUARY 10, 2012 Regular Session

January Commitment

Approve warrant

AGENDA

Regular Session

NEW BUSINESS

1. Invoice Cloud
2. WS-4 Legislation
3. Budget discussion
4. Request for merit raise Robert Prohett – D1 12/11 and Cross Connection
Surveyors licenses 10/2011

SUPERINTENDENTS REPORT

To Town Clerk Please Post
Posted 1/07/2012 2:45 PM

BOURNE WATER DISTRICT

COMMISSIONER'S MEETING FEBRUARY 14, 2012

THE MEETING WAS DULY POSTED

2012 MAR 13 AM 7 45

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT: COMMISSIONERS BRIAN HANDY, MICHAEL LYONS AND PETER WAY, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

BOURNE, MASS

THE BOARD SIGNED THE MINUTES OF THE PREVIOUS MONTHS COMMISSIONERS MEETING, WARRANT, COMMITMENT AND ABATEMENTS.

MRS. WARD EXPLAINED TO THE BOARD THAT SHE HAD LOOKED INTO PAPERLESS BILLING, AS REQUESTED BY MR. LYONS. SHE SAID SHE HAD TAKEN PART IN A WEBINAR FOR INVOICE CLOUD WHICH IS A COMPANY THAT WILL SEND OUT E-MAILS TO THOSE CUSTOMERS WHO SIGN UP AND PROVIDE A URL ADDRESS TO A WEBSITE WHERE BILLS CAN BE PAID. THE PROBLEM WITH THIS IS THAT UNLESS THERE IS A LARGE NUMBER OF CUSTOMERS WHO SIGN UP IT CAN BE EXPENSIVE. THE MONTHLY FEE IS \$70.00 WITH A CHARGE OF 40 CENTS PER E-MAIL SENT. THE CUSTOMER IS CHARGED 40 CENTS FOR AN ACH PAYMENT AND A FEE ON CREDIT CARD PAYMENTS RANGING FROM \$4.95 AND UP DEPENDING ON THE AMOUNT OF THE BILL.

SHE SAID SHE HAD SPOKEN WITH THE MAUREEN NIEMI FROM THE TOWN OF BARNSTABLE WHO HAS HAD INVOICE CLOUD FOR ALMOST 2 YEARS. SHE SAID THAT THEY HAVE 6,000 CUSTOMERS WHO HAVE SIGNED UP OUT OF 30,000 OR 20%. HER EXPERIENCE WITH THE COMPANY IS BETTER NOW BUT IN THE FIRST YEAR THEY WERE INUNDATED BY E-MAILS FROM CUSTOMERS WITH QUESTIONS AS THE MUNICIPALITY HAS TO TAKE CARE OF ALL CUSTOMER SERVICE QUESTIONS. THEY STILL SPEND A LOT OF TIME ANSWERING QUESTIONS AND HELPING PEOPLE ENROLL AND UN-ENROLL.

SHE EXPLAINED THAT WE HAVE OFFERED UNI-PAY, WHICH IS SERVICE THAT ALLOWS OUR CUSTOMERS TO PAY ON LINE WITH EITHER A DEBIT OR CREDIT CARD AND IT HAS WORKED WELL BUT THERE IS NO APPLICATION FOR PAPERLESS BILLING. OUR CUSTOMERS PAY NOTHING FOR ACH PAYMENTS BUT THERE IS A CHARGE BY THE CREDIT CARD COMPANIES. WE HAVE ROUGHLY 350 PEOPLE WHO USE THE SERVICE OUT OF 6,000 ACCOUNTS OR 6% AFTER 3 YEARS WHICH IS NOT A GREAT PARTICIPATION RATE, BUT IT DOES GIVE THE OPTION OF USING A CREDIT CARD WHICH HAS DECREASED THE RATE OF SHUT OFF'S FOR NON-PAYMENT.

SHE SUGGESTED THAT RATHER THAN GET INTO INVOICE CLOUD AT THIS TIME WE SHOULD START WITH A BWD WEBSITE AND LOOK INTO THIS DOWN THE ROAD WHEN THE ACCEPTANCE MAY BE MORE WIDESPREAD AND THE COST MAY BE LOWER AFTER IT'S BEEN ON THE MARKET FOR A LONGER PERIOD.

MR. LYONS ASKED IF WE COULD PUT THE CCR REPORT ON OUR WEB-SITE RATHER THAN MAILING IT OUT. MRS. WARD SAID SHE HAD LOOKED INTO THAT AND IT IS NOT AN ACCEPTABLE PRACTICE. AS OF NOW THE CCR HAS TO BE MAILED TO EACH ACCOUNT.

MR. CAMPBELL STATED THAT THE BARNSTABLE COUNTY WATER UTILITIES ASSOC. IS IN CONTACT WITH D.E.P. AND THE E.P.A. TRYING TO PUSH A CHANGE IN THAT RULE SO THAT THE CCR CAN BE PUT ON A WEBSITE AND MADE AVAILABLE AT THE OFFICE TO ANYONE WHO WANTS A HARD COPY.

AFTER SOME DISCUSSION THE BOARD DECIDED TO WAIT ON PAPERLESS BILLING AND ASKED MR. CAMPBELL TO LOOK INTO THE FEASIBILITY OF CREATING AND MAINTAINING A WEBSITE AND SUGGESTED THAT HE LOOK INTO SECURING THE BOURNEWATERDISTRICT.COM ADDRESS FOR WHEN A WEBSITE IS CREATED.

BOURNE WATER DISTRICT

COMMISSIONER'S MEETING FEBRUARY 14, 2012

MR. CAMPBELL STATED THAT HE HAS BEEN IN CONTACT WITH REP. DAVID VIERRA AND SENATOR MURRAY'S AIDE, JACKIE HARRIGAN. THEY ARE REQUESTING THE LEGISLATION FOR WS-4 MOVE FORWARD. AS SOON AS THE BILL GETS A NUMBER IT WILL GO ON THE FLOOR. THIS IS A GOOD TIME AS EVERYONE IS PRESENT FOR THIS SESSION. THE ONLY PROBLEM IS THAT IF ONE ENVIRONMENTALIST COMPLAINS IT CAN STOP THE BILL IN ITS TRACKS. ONCE IT IS VOTED THERE IS A 15 DAY REVIEW PERIOD BEFORE IT IS PASSED. SHOULD THIS NOT HAPPEN BY JULY 31ST THE BILL IS DEAD AND WE HAVE TO START ALL OVER AGAIN.

THE OTHER ISSUE WE HAVE WITH WS-4 IS THAT THE CORPS OF ENGINEERS WANT TO STOP OR REDUCE TESTING ON SOME OF THE MONITORING WELLS IN THAT ARE. HE GAVE THE BOARD A MAP (attached to minutes) WHICH SHOWED ALL THE MONITORING WELLS BY CLEAR DOTS. THE NEXT MAP SHOWED THE WELLS WITH THE DOTS DETAILED IN YELLOW AND BLACK, WITH THOSE DETAILED IN YELLOW BEING ELIMINATED FROM THE SAMPLING SCHEDULE AND THOSE IN BLACK BEING CHANGED FROM A QUARTERLY TO A YEARLY SAMPLING SCHEDULE.

BEN GREGSON SUGGESTED THAT LEO YUSKUS AND I MEET WITH HIM IN THIS REGARD BUT I NEED A DECISION FROM THE BOARD AS TO WHETHER YOU WANT ME TO PURSUE A REINSTATEMENT OF THE SAMPLING SCHEDULE. THEIR REASON FOR THE CHANGE IS THAT THEY ARE SAYING THAT NOTHING HAS SHOWN UP RECENTLY BUT PICTURE LAKE IS A PERFECT EXAMPLE OF HOW A PLUME GOT AWAY FROM THEM.

AFTER SOME DISCUSSION THE BOARD DECIDED THAT IT WAS VERY IMPORTANT FOR MR. CAMPBELL TO PURSUE A REINSTATEMENT OF THE TESTING SCHEDULE.

MRS. WARD STATED THAT THERE WERE SEVERAL CHANGES TO THE PROPOSED BUDGET DISCUSSED AT THE LAST MEETING. THE PROPOSED AMOUNT FOR A MINI EXCAVATOR WAS \$50,000 BUT MR. CAMPBELL IS REQUESTING A CHANGE TO \$60,000. Mr. CAMPBELL EXPLAINED THAT HE HAD TESTED THE \$50K MODEL, WHICH IS AN 8,000 LB. MACHINE, AND IT DID NOT HAVE THE POWER THAT WE WOULD REQUIRE. WE TESTED TO SEE IF IT WOULD REMOVE A MEDIUM SIZE ROCK AND IT WASN'T POWERFUL ENOUGH. WHEN WE TESTED THE \$60K MODEL WHICH IS A 10,000 LB MACHINE THERE WAS NO PROBLEM REMOVING THE STONE AND PLACING IT IN THE DUMP TRUCK. IT CAN REACH INTO THE DUMP TRUCK AND REMOVE DENSE GRADE AND CAN SIT SIDEWAYS AND STILL FUNCTION. IT HAS RUBBER TRACKING AND AN ANGLING BLADE WITH A ZERO SWING BOOM WHICH CAN FIT TIGHT TO A FOUNDATION AND STILL DIG.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO ALLOW THE EXTRA MONEY IN THE BUDGET FOR THE LARGER MACHINE.

MRS. WARD STATED THAT SHE FELT THE AMOUNT OF \$22,000. IN THE LINE ITEM VOTED FIRST FOR THE FEASIBILITY STUDY FOR THE WIND TURBINE AND THEN TRANSFERRED TO A RENEWABLE ENERGY APPROPRIATION HAS SAT FOR SEVERAL YEARS AND SHOULD BE REAPPROPRIATED TO FUND A PORTION OF THE NEW EXCAVATOR AND SHOWED THE BOARD THE FUNDING SCHEDULE FOR THE BUDGET.

MR. HANDY STATED HE WOULD RATHER LEAVE SOME MONEY IN THAT LINE APPROPRIATION TO INVESTIGATE PHOTO VOLTAIC POWER.

AFTER SOME DISCUSSION THE BOARD DECIDED TO MOVE 12 OF THE \$22,000. TOWARDS THE EXCAVATOR AND REDUCE THE PROPOSED APPROPRIATION FOR THE RESERVE FUND AND THE PURCHASE WATER LINE BY \$5000. RESPECTIVELY TO MAKE UP THE \$22,000 PORTION OF FUNDING, LEAVING \$10,000 IN THE RENEWABLE ENERGY APPROPRIATION.

BOURNE WATER DISTRICT

COMMISSIONER'S MEETING FEBRUARY 14, 2012

MRS. WARD STATED THAT THE NORMAL APPROPRIATION OF \$95,000 FOR PAINT, REPAIR AND INSPECT TANKS HAS BEEN INCREASED BY \$25,000 TO ACCOMMODATE A MIXER FOR THE SOUTH SAGAMORE TANK. RATHER THAN CREATE A SEPARATE LINE ITEM I FELT IT WOULD BE EASIER TO INCORPORATE INTO THE TANK LINE APPROPRIATION. MR. CAMPBELL STATED THAT HE WAS LOOKING AT \$50,000 FOR THE MIXER. MRS. WARD SAID SHE WAS TOLD IT WAS \$25,000 SO MAYBE WE COULD PUT \$25,000 TOWARDS IT THIS YEAR AND THE SAME NEXT YEAR TO FUND THE INSTALLATION.

MRS. WARD REPORTED THAT SHE HAD DONE THE FIGURES RELATIVE TO THE REIMBURSEMENT OF 25% OF THE SAVINGS FOR MEDICAL INSURANCE DUE TO THE LEGISLATION CHANGING THE PLAN DESIGN TO INCLUDE HIGHER CO-PAYS AND DEDUCTIBLES. THE TOTAL SAVED WILL BE \$21,060. OF WHICH \$5,265. WILL BE USED TO REDUCE THE RATES AS VOTED BY THE EMPLOYEES.

MRS. WARD STATED THAT ACCORDING TO DEPT. OF LABOR STATISTICS THE COST OF LIVING INCREASE FOR 2011 IS 3.89 % AND ASKED THE BOARD TO CONSIDER WHAT AMOUNT, IF ANY, THEY WERE PLANNING TO GIVE AS A COST OF LIVING INCREASE FOR THE FY13 BUDGET.

MR. LYONS STATED THAT IN THIS ECONOMY HE FELT THEY SHOULD GO WITH 3%. AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO ALLOW A 3% COST OF LIVING INCREASE.

MR. CAMPBELL ASKED THE BOARD TO CONSIDER A 50 CENT PER HOUR MERIT RAISE FOR ROBERT PROPHET. HE PASSED THE TEST FOR HIS D-1 LICENSE 12/11 AND RECEIVED HIS CROSS CONNECTION SURVEYORS LICENSE 10/11. HE IS A VALUABLE MEMBER OF THE CREW AND I FEEL DESERVES THE INCREASE.

THE BOARD VOTED UNANIMOUSLY TO GRANT THE INCREASE TO MR. PROPHET.

SUPERINTENDENT'S REPORT:

MR. CAMPBELL STATED THAT HE WANTED TO MAKE THE BOARD AWARE THAT D.E.P. BY WAY OF THE DEPT. OF CONSERVATION IS PUSHING A MANDATORY REDUCTION OF WHAT CAN BE WITHDRAWN FROM SUPPLIERS PERMITTED WELLS. IN THE MID 80'S IT WAS MANDATED THAT ANY NEW WELLS BE PERMITTED. WE HAVE THREE PERMITTED WELLS. IT IS D.E.P.'S RECOMMENDATION THAT A REDUCTION OF 90% BE LEVIED ON THE PERMITTED WELLS AND SUGGESTS AN INCREASE IN WATER RATES TO THE CONSUMER TO OFFSET THE REDUCTION IN REVENUE. ALL OF THE WATER ASSOCIATIONS ARE FIGHTING THIS. THEY ARE BASING THEIR NUMBERS ON WATER SUPPLIES IN THE MERRIMACK VALLEY WHICH IS SURFACE WATER AND THERE HAVE BEEN ISSUES WITH SUPPLY. EVEN THOUGH WE HAVE AN ABUNDANT SUPPLY AND ONLY 1/10TH OF 1% OF THE WATER IN OUR AQUIFER IS USED, THEY ARE SAYING WHAT IS GOOD FOR ONE IS GOOD FOR ALL. THEY ARE GOING TO FORCE EVERYONE TO LOWER USAGE AND RAISE RATES.

MR. WAY ASKED WHAT THE TIME FRAME FOR THESE REGULATIONS TO BECOME ENFORCEABLE. MR. CAMPBELL STATED IT IS HAPPENING NOW. ORLEANS WAS HIT WITH A REDUCTION ORDER OF 90% ON THEIR PERMITTED WELLS, WHICH ARE THEIR NEWEST, HIGH PRODUCING WELLS. HE SAID HE WOULD KEEP THE BOARD INFORMED OF THE DEVELOPMENTS IN THIS REGARD.

HE STATED THAT BINDER IS BEING PUT DOWN ON THE BENEDICT ROAD MAIN REPLACEMENT JOB TODAY. MR. TELLIER OF THE D.P.W. HAD AGREED TO DENSE GRADE BUT WHEN THE TOWN PLOWED HE SAID IT WAS NOT ACCEPTABLE.

BOURNE WATER DISTRICT

COMMISSIONER'S MEETING FEBRUARY 14, 2012

HE STATED WE ARE CONTINUING TO SERVICE THE HYDRANT'S AND HAVE REPAIRED SEVERAL LEAKING HYDRANTS. WE HAVE FOUND THE HYDRANT ON EMMONS ROAD TO BE NON-REPAIRABLE SO WE WILL REPLACE IT AND INSTALL A NEW GATE. WE ALSO HAVE NON-GATED HYDRANTS ON NO. SHORE RD. AND WENAUMET BLUFFS DR. WHICH WE WILL BE UPGRADING BY INSTALLING GATES.

THE MEETING ADJOURNED AT 10:00 AM.


RESPECTFULLY SUBMITTED,

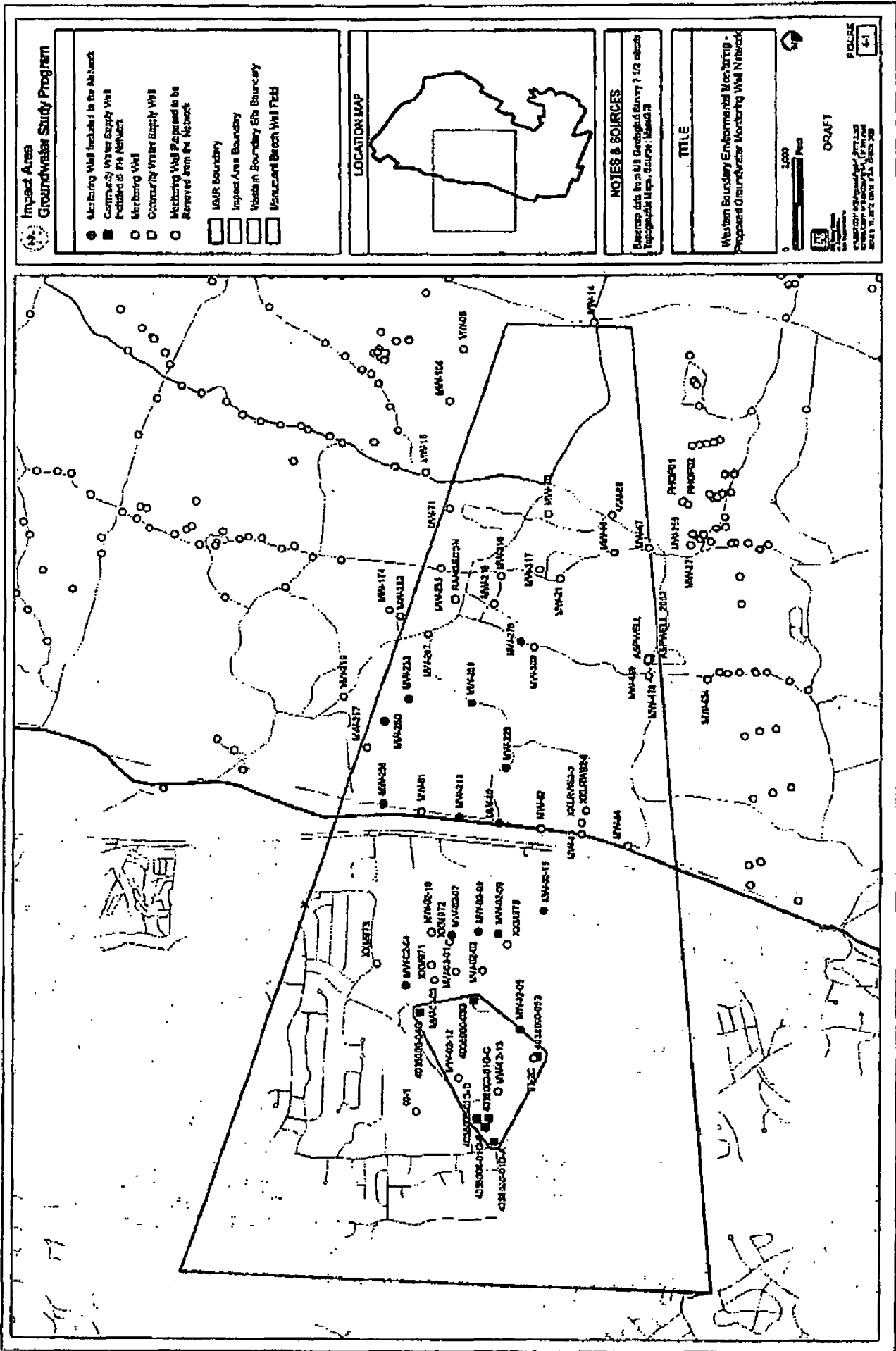

NANCY WARD
DISTRICT CLERK

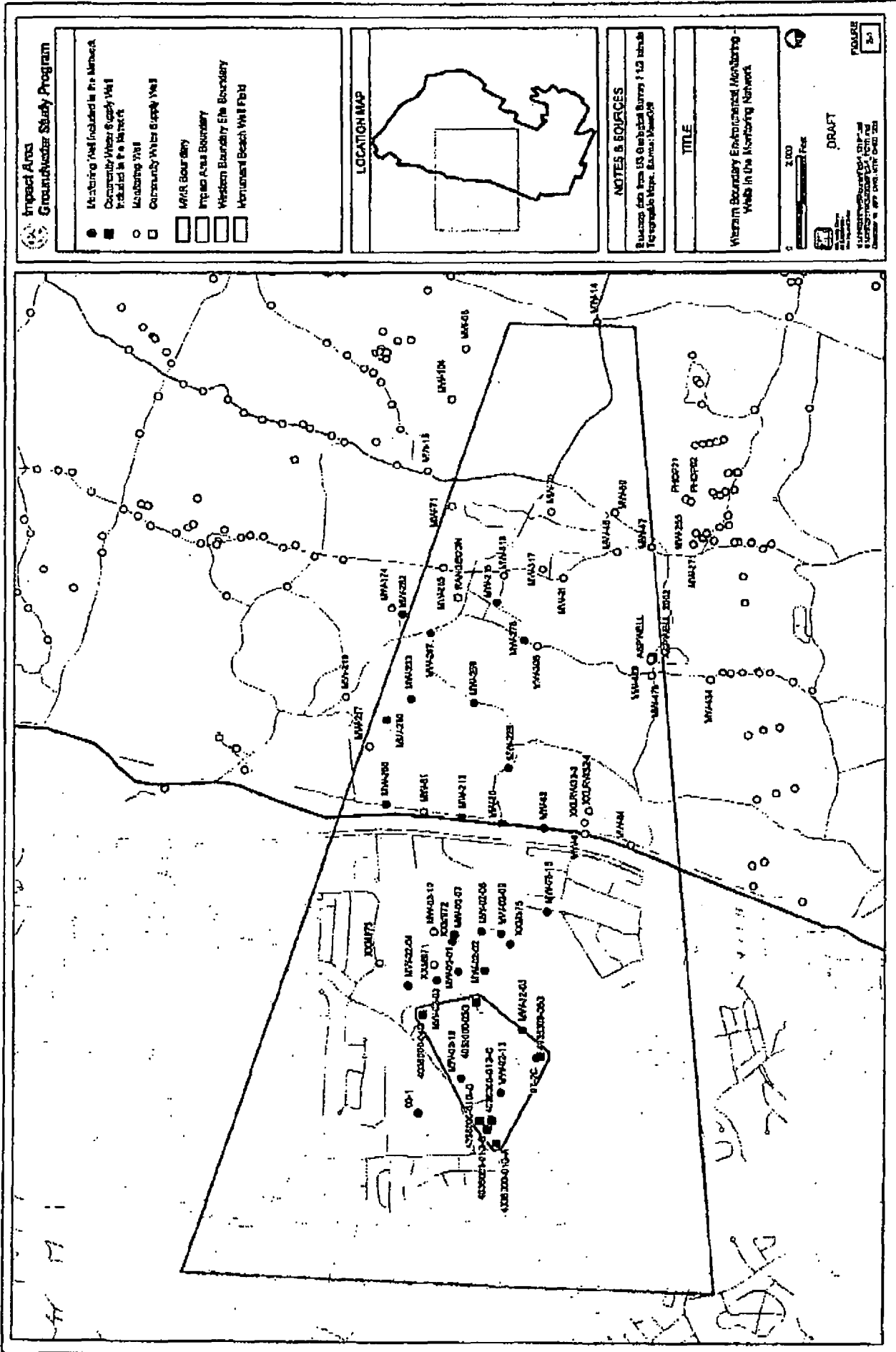
BOARD OF WATER COMMISSIONERS


BRIAN S. HANDY, CHAIRMAN


MICHAEL R. LYONS


PETER R. WAY





2012 FEB 15 AM 10 44

TOWN CLERK'S OFFICE BOURNE WATER DISTRICT
BOURNE, MASS

**NOTICE TO THE REGISTERED VOTERS OF THE TOWN OF BOURNE RESIDING WITHIN
THE BOUNDARIES OF THE BOURNE WATER DISTRICT**

NOMINATION PAPERS ARE AVAILABLE AT THE OFFICE OF THE BOURNE WATER DISTRICT:

**BOURNE WATER DISTRICT
211 BARLOWS LANDING RD.
P.O. BOX 1447
POCASSET, MA 02559-1447
508-563-2294**

FOR THE OFFICE OF:

WATER COMMISSIONER FOR A THREE YEAR TERM

**ELECTION TO BE HELD ON APRIL 23, 2012 AT THE JAMES F. PEBBLES ELEMENTARY
SCHOOL, 70 TROWBRIDGE ROAD, BOURNE, MA FROM 5:00PM TO 7:00 PM**

LAST DAY TO OBTAIN NOMINATION PAPERS IS MARCH 2, 2012.

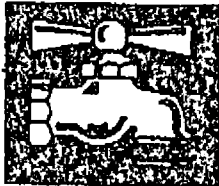
**LAST DAY TO SUBMIT NOMINATION PAPERS WITH THE BOURNE WATER DISTRICT CLERK
FOR CERTIFICATION OF VOTER REGISTRATION IS MARCH 5, 2012.**

**LAST DAY TO REGISTER TO VOTE WITH THE BOURNE TOWN CLERK FOR PARTICIPATION
IN THIS ELECTION IS APRIL 3, 2012.**

**ABSENTEE BALLOT APPLICATIONS ARE AVAILABLE AT THE BOURNE WATER DISTRICT
OFFICE**

To Town Clerk Please Post:

2/15/2012



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

2012 MAR 7 PM 3 55

TOWN CLERK'S OFFICE
BOURNE, MASS

MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS MONDAY, MARCH 12, 2012

8:30 A.M. Convene meeting – Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following:

Minutes:

FEBRUARY 14, 2012 Regular Session

FEBRUARY Commitment

ANNUAL MEETING Warrant

AGENDA

Regular Session

NEW BUSINESS

1. WS-4 Legislation
2. Finalize FY 13 budget
3. Decision on parameters for health insurance mitigation fund monies
4. Town Assessors decision on Overlay Reserve to Overlay Surplus
5. Water Main extension – Donovan - Hydroid Project and abutting easement

SUPERINTENDENTS REPORT

To Town Clerk Please Post
Posted 3/07/2012 3:45 PM

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING MARCH 12, 2012**

THE MEETING WAS DULY POSTED

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT; COMMISSIONERS **OLAN HANDY,** MICHAEL LYONS AND PETER WAY, CLERK/TREASURER **NANCY WARD** AND SUPERINTENDENT **ANDREW CAMPBELL.**

2012 APR 19 AM 11:17
TOWN CLERK'S OFFICE
BOURNE, MASS

THE COMMISSIONERS SIGNED THE MINUTES OF THE FEBRUARY 14, 2012 MEETING, THE COMMITMENT FOR FEBRUARY AND THE WARRANT FOR THE ANNUAL MEETING.

MR. CAMPBELL STATED THAT HE HAD ATTENDED A HEARING WHICH DECIDED WHETHER THE LEGISLATION FOR WS-4 WOULD BE DISCARDED OR GO FORWARD AS WELL AS ALLOW ANY PUBLIC RESPONSE. SENATOR MURRAY AND REP. VIERRA REQUESTED THAT THE LEGISLATION BE MOVED FORWARD. THE BILL IS WAITING FOR A DOCKET NUMBER IN ORDER TO BE VOTED IN THE SENATE, THEN IT GOES TO THE HOUSE FOR A VOTE. I WAS ASSURED THERE WOULD BE NO PROBLEMS AND IT IS MOVING IT FORWARD QUICKER THAN I EXPECTED AND WELL BEFORE THE JULY DEADLINE WHEN THE SESSION ENDS.

MR. HANDY ASKED IF WE STILL HAD TO DEAL WITH FISH AND GAME. MR. CAMPBELL STATED THAT THEY WOULD HAVE 30 DAYS TO PRODUCE A LEASE AFTER THE BILL IS SIGNED, THEY CAN'T CHANGE ANY CONDITIONS AT THIS TIME, THAT WAS ALL SAID AND DONE AT THE HEARING AND THAT WAS THE ONLY TIME FOR ANY CHANGES.

MR. HANDY ASKED ABOUT THE MEETING THAT MR. CAMPBELL ATTENDED WITH JON DAVIS OF AFCEE. MR. CAMPBELL STATED THAT HE WAS PAINTING THE WORST CASE SCENARIO IN THAT MONIES MOST LIKELY WOULD NOT BE AVAILABLE IN THEIR FY12 BUDGET BUT SHOULD BE AVAILABLE IN THEIR FY13 BUDGET. MR. HANDY STATED THAT WE MAY NEED TO CONSIDER THAT WE MAY HAVE TO FUND THE REST OURSELVES.

MRS. WARD STATED THAT WE HAVE 1.1 MILLION DOLLARS IN THE MILITARY ACCOUNT. SHE SAID SHE HAD SPOKEN WITH LEO AND THEY BOTH CAME BACK TO THE WORDING IN THE CONTRACT WHICH SAID AS LONG AS THERE IS A THREAT OF CONTAMINATION THE GALLONS WOULD BE REPLACED.

MR. CAMPBELL STATED THAT LEO CAME UP WITH AN ESTIMATED COST TO FINISH THE PROJECT WHICH MR. MINTOR SAID WAS ACCEPTABLE. MR. HANDY STATED THAT WE CAN'T STOP THE PROCESS NOW, AND SHOULD GO AHEAD WITH WHAT MONEY WE HAVE. MR. CAMPBELL STATED THAT THE DRAWINGS ARE 99% DONE, ALL THAT NEEDS TO BE DONE IS THE QUALITY CHECK. THERE ARE TWO SEPARATE CONTRACTS, ONE FOR THE WELL AND ONE FOR THE STATION. WE REALLY CAN'T START THE WELL OR GO TO BID UNTIL WE HAVE THE LEASE IN HAND. THE BOARD AGREED THAT AS SOON AS WE HAVE THE LEASE WE PROCEED.

MR. CAMPBELL STATED THAT WE HAVE RECEIVED INFORMATION FROM THE MILITARY IN REGARDS TO DISCONTINUING PERCHLORATE SAMPLING. IT IS A DONE DEAL BUT WE ARE TRYING TO GET THEM TO CONTINUE THE SAMPLES ON WELLS 1,3,4 AND 6 FOR PERCHLORATE AS WELL AS RDX.

MRS. WARD EXPLAINED THAT THE BOARD NEEDED TO MAKE A POLICY IN REGARDS TO THE ELIGIBILITY OF THE EMPLOYEES FOR THE HEALTH INSURANCE MITIGATION FUND MONIES, SPECIFICALLY THE TIME FRAME FOR BEING ENROLLED. SHE EXPLAINED THAT SHE FELT THE BOARD SHOULD CONSIDER USING JUNE 30, 2012 AS THE DATE AN EMPLOYEE MUST BE ENROLLED IN OUR HEALTH INSURANCE IN ORDER TO BE ELIGIBLE FOR THE MITIGATION FUNDS AS ANYONE WHO ENROLLED FOR JULY 1, 2012 WOULD NOT HAVE PAID ANY MONEY FOR HEALTH INSURANCE PREVIOUSLY.

AFTER SOME DISCUSSION THE BOARD VOTED TO SET THE POLICY FOR ELIGIBILITY FOR THE MITIGATION MONIES AS THOSE ENROLLED IN OUR HEALTH INSURANCE AS OF JUNE 30, 2012.

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING MARCH 12, 2012**

MRS. WARD REPORTED THAT THE BOARDS REQUEST FOR RELEASE OF THE OVERLAY RESERVE FOR YEARS PRIOR TO 2005 HAS BEE GRANTED BY THE BOARD OF ASSESSORS OF THE TOWN IN THE AMOUNT OF \$4,374.52.

MRS. WARD STATED THAT THE BUDGET FOR FY13 WAS FINALIZED AT THE LAST MEETING WITH THE EXCEPTION OF THE PAYROLL. AT THAT MEETING THE BOARD VOTED TO APPROVE A 3% INCREASE FOR ALL EMPLOYEES. SHE SAID THAT SHE HAD NOT ASKED FOR A RAISE, OTHER THAN COST OF LIVING, SINCE 2007 AND ASKED THE BOARD TO CONSIDER A RAISE OF \$2.00 PER HOUR PLUS THE COST OF LIVING INCREASE FOR FY13. MR. CAMPBELL REQUESTED THE BOARD CONSIDER A \$1.50 PER HOUR PLUS COST OF LIVING RAISE AS WELL.

AFTER SOME DISCUSSION THE BOARD VOTED TO ALLOW THE RAISES AS REQUESTED.

MRS. WARD STATED THAT LEE HILL HAS BEEN HERE THREE YEARS AND IS A VALUABLE EMPLOYEE. SHE IS ALWAYS READY TO TAKE ON ANY PROJECT GIVEN HER. SHE ONLY IS SCHEDULED TO WORK NINE HOURS A WEEK BUT IS AVAILABLE MOST OFTEN IF WE NEED HER. SHE ASKED THE BOARD TO CONSIDER A \$1.00 PER HOUR PAY INCREASE AS WELL AS COST OF LIVING FOR FY13.

THE BOARD VOTED UNANIMOUSLY TO ALLOW THE INCREASE.

THE BOARD DIRECTED MR. CAMPBELL AND MRS. WARD TO ESTABLISH A MANUAL DETAILING THE DAILY, WEEKLY, MONTHLY, QUARTERLY AND YEARLY DUTIES ASSOCIATED WITH THEIR JOBS.

MR. CAMPBELL STATED THAT THERE HAS NOT BEEN A FORMAL REQUEST FOR A MAIN EXTENSION YET, BUT TOM DONOVAN APPROACHED HIM REGARDING HIS PROJECT ON HENRY DRIVE. HE ASKED THE BOARD IF THEY FELT HE WOULD NEED TO LOOP THE MAIN BACK TO SPINNAKER LANE. MR. WAY STATED THAT THE SET BACKS ARE ALL DEFINED IN THE WATER MAIN EXTENSION SPECIFICATIONS. THIS IS NOT ARBITRARY, HE WOULD HAVE TO LOOP THE SYSTEM AS ANYONE ELSE WOULD. THE REST OF THE BOARD AGREED.

MR. CAMPBELL STATED THAT THERE IS A 40' EASEMENT NEXT TO THE PROPERTY THAT MR. DONOVAN IS DISCUSSING. THE AREA IS VERY HILLY AND OF NO USE TO THE BOURNE WATER DISTRICT. DOES THE BOARD HAVE ANY OBJECTION TO ALLOWING THE TOWN TO RELEASE THE EASEMENT.

THE BOARD VOTED UNANIMOUSLY TO RELEASE THE EASEMENT.

SUPERINTENDENT'S REPORT

MR. CAMPBELL STATED THAT THE NEW EMPLOYEE, CHRISTOPHER SPARADEO IS WORKING OUT VERY WELL. HE HAS SPENT BLOCKS OF TIME WITH EACH OF THE OTHER EMPLOYEES TO GAIN KNOWLEDGE OF THE OPERATION AND IS CATCHING ON QUICKLY. HE HAS ALREADY DONE SOME METER MAINTENANCE ON HIS OWN.

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING MARCH 12, 2012**

**MR. LYONS MADE A MOTION TO ADJOURN, IT WAS SECONDED AND THE MEETING ADJOURNED
AT 9:45 AM.**

RESPECTFULLY SUBMITTED,

Nancy Ward
**NANCY WARD
DISTRICT CLERK**

BOARD OF WATER COMMISSIONERS

Brian S. Handy

BRIAN S. HANDY, CHAIRMAN

Michael R. Lyons

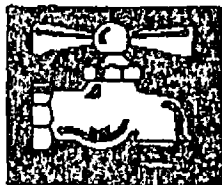
MICHAEL R. LYONS

Peter R. Way

PETER R. WAY

APPROVED FY13 BUDGET

ARTICLE	APPROPRIATIONS	APPROPRIATIONS	4% FREE CASH	RAISE & APROP WATER	RAISE & APROP TAXES	AVAILABLE FUNDS
	FY12	FY13				
M&O			\$683,098.00			
SALARIES AND WAGES	\$601,100.00	\$ 606,300.00				
OFFICE EXPENSE	\$79,500.00	\$ 81,500.00				
PUMPING STATIONS	\$226,000.00	\$ 232,000.00				
STOCK & EQUIPMENT	\$79,000.00	\$ 83,000.00				
VEHICLE EXPENSE	\$42,000.00	\$ 42,000.00				
UNEMPLOYMENT INS	\$1,000.00	\$ 1,000.00				
INSUR./LIAB/FIRE/WC/AUTO	\$57,000.00	\$ 63,000.00				
HEALTH INS/MEDICARE	\$230,000.00	\$ 220,000.00				
TOTAL M&O	\$1,315,600.00	\$1,328,800.00	\$68,800.00	\$1,050,000.00	\$210,000.00	
DEBT & INTEREST	\$2,000.00	\$ 2,000.00	\$2,000.00			
STATE ASSESSMENT	\$4,000.00	\$ 4,000.00	\$4,000.00			
RESERVE FUND	\$30,000.00	\$ 25,000.00	\$25,000.00			
METERS AND EQUIPMENT	\$100,000.00	\$ 75,000.00	\$75,000.00			
COUNTY RETIREMENT	\$100,550.00	\$ 107,000.00	\$107,000.00			
AUDIT	\$8,000.00	\$ 8,000.00	\$8,000.00			
PAINT/REP/INSPECT TANKS	\$95,000.00	\$ 120,000.00	\$120,000.00			
TEST WATER SAMPLES	\$10,000.00	\$ 10,000.00	\$10,000.00			
SCADA	\$5,000.00	\$ 10,000.00	\$10,000.00			
PUMP STATION 6 INSPECT TO #2	\$10,000.00	\$ 10,000.00	\$ 8,439.50			STATON 6 TO #2 \$1,560.50
GASB 45	\$10,000.00	\$ 10,000.00	\$10,000.00			
STABILIZATION FUND	\$25,000.00	\$ 25,000.00	\$25,000.00			
MAINS EXT/REP	\$0.00	\$ 45,000.00	\$45,000.00			
FY 12 TRUCK / FY 13 EXCAVATOR	\$18,000.00	\$ 80,000.00	\$37,813.90			TO EXCAVATOR FY12 TRUCK \$186.10
PURCHASE WATER	\$60,000.00	\$ 60,000.00	\$60,000.00			
MAPS/GIS	\$5,000.00	\$ 6,000.00	\$5,000.00			
CONTRACTORS TRAILER	\$0.00	\$ 7,500.00	\$7,500.00			TO EXCAVATOR \$ 22,000.00
ALTERNATIVE ENERGY EXPLORATION AND IMPLEMENTAION	\$22,000.00	\$ -				
TOTAL ARTICLES	\$502,550.00	\$581,500.00	\$557,753.40			
TOTAL BUDGET	\$1,818,150.00	\$1,910,300.00	\$826,553.40	\$1,050,000.00	\$210,000.00	\$23,746.60
UNEXPENDED FREE CASH			\$56,544.60			\$1,910,300.00



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

2012 APR 4 AM 9 15

TOWN CLERK'S OFFICE
BOURNE, MASS

MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS TUESDAY, APRIL 17, 2012

8:30 A.M. Convene meeting – Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following:
Minutes:
MARCH 12, 2012 Regular Session

MARCH Commitment

AGENDA
Regular Session

NEW BUSINESS

1. Review policy for large meter replacements
2. Tom Donovan – Request to defer meter changes Acct #E 1455 – 1999 meter, E 1408 – 1998 meter both are 2" meters
3. Request for abatement – Robert Smith 28 Weatherdeck Dr. A 0483
4. Request for abatement – Edward Illickey 80 Captain's Row M.0125
5. Health Care Mitigation Funds
6. Review policy for star drive meter pits

SUPERINTENDENTS REPORT

To Town Clerk Please Post: Faxed 4/04/2012 9:15 AM

BOURNE WATER DISTRICT COMMISSIONER'S MEETING APRIL 17, 2012

THE MEETING WAS DULY POSTED

2012 MAY 18 AM 8 33

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT; COMMISSIONERS BRIAN HANDY, MICHAEL LYONS AND PETER WAY, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

CLERK'S OFFICE
BOURNE, MASS

THE BOARD SIGNED THE MINUTES OF THE PREVIOUS MONTHS COMMISSIONERS MEETING, WARRANT, COMMITMENT AND ABATEMENTS.

MR. AND MRS. EDWARD HICKEY OF 80 CAPTAINS ROW JOINED THE MEETING. MRS. WARD GAVE THE BOARD A COPY OF THE LETTER WRITTEN BY MR. HICKEY REQUESTING AN ABATEMENT OF HIGH WATER USE. MRS. WARD EXPLAINED THAT THE MEN WENT OUT AND PROFILED THE METER AND IT WAS CLEAR THAT THE WATER WAS USED FROM THE BEGINNING OF SEPTEMBER, 2011 UNTIL THE SPRINKLER WAS SHUT OFF THE END OF OCTOBER, 2011. THE OBVIOUS CONCLUSION WAS A LEAK IN THE SPRINKLER SYSTEM.

MR. HICKEY STATED THAT THEY ARE WORKING WITH THE SPRINKLER SYSTEM COMPANY TO RESOLVE THE LEAK AND ASKED THE BOARD TO CONSIDER AN ABATEMENT OF CHARGES AS THEY WERE UNAWARE THAT THERE WAS A LEAK.

THE HICKEYS LEFT THE MEETING AT 8:45.

AFTER SOME DISCUSSION THE BOARD VOTED A ONE TIME ABATEMENT OF ONE HALF OF THE CONSUMPTION CHARGES ON THEIR MARCH, 2012 BILL TOTALING \$358.75.

THOMAS DONOVAN JOINED THE MEETING TO DISCUSS THE POLICY OF CHARGING FOR REPLACEMENT OF METERS 1 INCH AND LARGER. HE STATED THAT HE DIDN'T FEEL THERE WAS ANY REASON TO REPLACE HIS METER. IT IS KEPT IN A HEATED MECHANICAL ROOM AND IF THE DISTRICT WANTS TO CHANGE THE METERS TO RADIO FREQUENCY READERS THE DISTRICT SHOULD BEAR THE COST. YOU NEED TO TALK TO THE PEOPLE THAT THIS WILL AFFECT IN THIS BAD ECONOMY, I AM REDUCING RENTS AND DON'T BELIEVE I AM RESPONSIBLE FOR THIS. HE STATED HE HAD SPOKEN WITH MR. CAMPBELL ABOUT THIS WHEN HE RECEIVED THE LETTER STATING THAT A METER CHANGE WAS TO BE DONE. I UNDERSTAND THE SMALLER RESIDENTIAL METERS ARE REPLACED AT NO COST AND I DON'T UNDERSTAND WHY THE COMMERCIAL METER ACCOUNTS ARE CHARGED WHEN THE METER IS CHANGED. I HAVE PAID MANY INSTALLATION FEES IN THE PAST AS WELL AS THE COST OF THE ORIGINAL METER AND I FEEL THE BOARD SHOULD REVERSE THIS POLICY AND ABSORB THE COST OF THE REPLACEMENT AS THE PRICE OF DOING BUSINESS.

MRS. WARD EXPLAINED THAT THE POLICY HAD BEEN PUT IN PLACE IN 1995 AND MR. DONOVAN HAD SIGNED APPLICATIONS FOR THESE ACCOUNTS WHICH STATED THAT THERE WOULD BE A CHARGE FOR REPAIR OR REPLACEMENT IN THE FUTURE. ALSO BOTH 2 INCH METERS ARE ALREADY RADIO FREQUENCY METERS AND ARE BEING CHANGED BECAUSE THEY ARE OVER 10 YEARS OLD, NOT TO INTRODUCE A NEW METER READING SYSTEM.

MR. CAMPBELL STATED THAT ALL THE METER COMPANIES SUGGEST THAT THE LARGER METERS BE CHANGED EVERY FIVE YEARS AS THEY DO NOT PICK UP LOW FLOWS AND THE MECHANICS WEAR DOWN QUICKER THAT THOSE IN THE SMALLER METERS. WE RUN ON A SCHEDULE OF 7-10 YEARS FOR THE METER REPLACEMENTS. THE SMALLER METERS RUN APPROXIMATELY \$35.00 AS OPPOSED TO A 2 INCH METER THAT COSTS \$435.

BOURNE WATER DISTRICT COMMISSIONER'S MEETING APRIL 17, 2012

MR. DONOVAN STATED THAT THE LARGER METERS PRODUCE A LARGER REVENUE STREAM AND THE DISTRICT SHOULD BEAR THE COST OF REPLACING THEIR METER. THIS IS A WELL RUN DISTRICT AND I WANT TO BE A GOOD CUSTOMER BUT I FEEL THIS POLICY SHOULD BE CHANGED.

MR. LYONS ASKED WHAT DETERMINED THE METER SIZE THAT IS INSTALLED. MR. CAMPBELL STATED THAT WHEN A BUILDER IS PUTTING UP A COMMERCIAL PROPERTY AND DOESN'T KNOW WHO WILL BE RENTING FROM HIM AND WHAT THEIR USAGE WILL BE THEY USUALLY ELECT TO HAVE A LARGER METER. BACK THEN IRRIGATION SYSTEMS WERE ALLOWED. SOME OF THE COMMERCIAL PROPERTIES ONLY PUT IN 1 INCH LINES AND STANDARD METERS IF THEY KNOW APPROXIMATELY WHAT THE WATER USE WILL BE. MR. DONOVAN STATED THAT IN THESE BUILDINGS A 2 INCH SERVICE MADE SENSE AS HE DID NOT HAVE TENANTS YET OR KNOW WHAT THE TENANTS WOULD BE USING.

MR. DONOVAN STATED THAT AT THE END OF THE DAY I AM LOOKING FOR RELIEF AND THE BOARD CAN MAKE A POLICY CHANGE. IT SHOULD BE THE NORMAL. HE ASKED THE BOARD TO CONSIDER HIS REQUEST AND LEFT THE MEETING AT 9:15 AM.

MR. CAMPBELL STATED HE FELT THAT MR. DONOVAN HAD A POINT IN THAT THE PRESENT POLICY MAY DISCRIMINATE AGAINST COMMERCIAL VS. RESIDENTIAL CUSTOMERS. AT THE TIME OF METER CHANGE WE CAN DO A CROSS CONNECTION SURVEY AND DETERMINE IF WE CAN CUT DOWN TO A SMALLER METER SIZE. SHOULD THEIR NEED INCREASE AFTER THAT WE CAN ALWAYS GO BACK TO A LARGER METER. THERE ARE SOME DISTRICTS THAT DON'T ALLOW LARGER METERS BECAUSE OF THE LOSS OF REVENUE DUE TO THE LACK OF LOW FLOW IN THE LARGER METERS. WE CAN LOSE 10% OF REVENUE FROM THE LARGER METER WHEN THEY ARE NEW AND UP TO 25% AT TEN YEARS.

MR. HANDY STATED HAVING THE CUSTOMERS WITH THE SMALLER, LESS EXPENSIVE METERS ABSORB THE COST OF THE LARGER METER REPLACEMENTS IS UNFAIR. HE ASKED WHEN THIS POLICY WAS PUT IN PLACE. MRS. WARD STATED THAT THE POLICY WAS VOTED 10/10/1995 BUT THERE WAS NO OTHER INFORMATION IN THE MINUTES OTHER THAN A POLICY WAS VOTED THAT ANY METERS LARGER THAN 5/8" WOULD BE BILLED FOR AT THE TIME OF REPLACEMENT OR RE-CALIBRATION. IN 2011 THE BOARD CHANGED THE POLICY TO CHARGE FOR ANY METER REPLACEMENT LARGER THAN 3/4 INCH AT THE TIME THE WATER MAIN SPECIFICATIONS WERE BEING REVISED.

MR. LYONS ASKED IF WE COULD JUSTIFY PUTTING IN A SMALLER METER. MR. CAMPBELL STATED THAT IN MANY CASES WE COULD, BUT I FEEL THE DISTRICT SHOULD BE PAYING FOR THIS. THE METER BELONGS TO US AND IS OUR REGISTER FOR BILLING. SOME PROPERTIES WILL ALSO NEED TO HAVE VALVES INSTALLED, WHICH WOULD BRING THEM UP TO CURRENT PLUMBING CODES. I FEEL WE SHOULD CHARGE FOR THAT SERVICE AT THE TIME OF METER CHANGE AS IT DOES BENEFIT THAT PROPERTY ALONE.

MR. LYONS STATED HE FELT WE SHOULD CHARGE FOR PARTS AND LABOR TO BRING A PROPERTY UP TO CODE BUT NOT FOR THE METER. THE ORIGINAL METER IS CHARGED FOR WHEN THEY MAKE APPLICATION. I RECOMMEND WE ABSORB THE COST OF MAINTENANCE AND FUTURE REPLACEMENT.

AFTER SOME DISCUSSION THE BOARD ASKED MRS. WARD TO SET UP A DRAFT POLICY AS FOLLOWS AND THEY WILL VOTE ON IT OFFICIALLY AT THE NEXT MEETING.

BOURNE WATER DISTRICT COMMISSIONER'S MEETING APRIL 17, 2012**DRAFT POLICY FOR METERS IN THE BOURNE WATER DISTRICT:**

1. NEW METERS ARE PAID FOR AT THE TIME OF APPLICATION FOR SERVICE, ALONG WITH ANY OTHER APPROPRIATE FEES. PROPERTY OWNERS WHO REQUEST METERS OVER 3/4" X 3/4" WILL BE GIVEN AN ESTIMATE FOR THE LARGER METER AND WILL BE BILLED AT THE CURRENT COST OF THE METER WHEN INSTALLED. OTHER APPROPRIATE FEES WILL BE PAID AT THE TIME OF APPLICATION FOR SERVICE.
2. THE BOURNE WATER DISTRICT WILL PAY TO REPAIR OR REPLACE THE METER IN THE FUTURE.
3. AT THE TIME OF METER CHANGE OF METERS 1" AND LARGER, IF THE STREET SIDE/AND/OR THE HOUSE SIDE VALVES ARE NOT IN PLACE OR NOT IN WORKING ORDER, THE DISTRICT WILL INSTALL NEW VALVES. THE COST OF THE VALVES AND NECESSARY FITTINGS WILL BE BILLED TO THE PROPERTY OWNER.
4. THE TIME FRAME FOR METER CHANGE WILL BE 7 - 10 YEARS FOR METERS 5/8" by 3/4" AND 3/4" BY 3/4 " AND 5 - 7 YEARS FOR ANY METERS LARGER THAN 3/4" by 3/4". SHOULD THERE BE METER OR READING TECHNOLOGY CHANGES THE TIME FRAME WILL BE AT THE DISTRICT'S DISCRETION AND COST.
5. A CROSS CONNECTION SURVEY WILL BE DONE AT THE TIME OF METER CHANGE FOR PROPERTIES WITH METERS LARGER THAN 3/4" AND IT WILL BE DETERMINED BY DISTRICT PERSONNEL, AT THAT TIME, IF THE METER CAN BE DOWNSIZED. THERE WILL BE NO CHARGE TO DOWNSIZE.

ANY CUSTOMER CHARGED FOR REPLACEMENT AFTER JANUARY 1, 2012 WILL BE REFUNDED THEIR MONEY.

MR. YUSKUS OF HALEY AND WARD JOINED THE MEETING AND REPORTED ON THE SAMPLING REVISIONS FOR THE MONUMENT BEACH WELLS, AFCEE FUNDING AND THE STATUS OF WS-4 AS FOLLOWS:

BOURNE WATER DISTRICT COMMISSIONER'S MEETING APRIL 17, 2012

THE BOARD AGREED TO HIS RECOMMENDATION OF WRITING A LETTER TO IAGWSP INDICATION NO SERIOUS OBJECTION TO SAMPLING CHANGES BUT REQUESTING QUARTERLY SAMPLING AT THE PRODUCTION WELLS AND AT MW02-12 AS WELL AS NO SERIOUS OBJECTION TO SAMPLING CHANGES IN THE WS-4 AREA. THE BOARD AGREED TO A LETTER BEING SENT TO MASS D.E.P REQUESTING A CHANGE TO THE LONG TERM MONITORING SCHEDULE FOR PERCHLORATE.

HE STATED THAT AFTER MEETING WITH JON DAVIS FROM AFCEE THAT FUNDING WILL BE AVAILABLE AND HE PRESENTED THE BOARD WITH A LETTER WRITTEN TO AFCEE REGARDING AN ESTIMATE TO COMPLETE WS-4. (attached.)

MR. YUSKUS LEFT THE MEETING AT 10:05.

MRS. WARD PRESENTED THE BOARD WITH A LETTER FROM ROBERT SMITH OF 28 WEATHERDECK DRIVE REQUESTING AN ABATEMENT OF WATER CHARGES USED DUE TO A LEAKING TOILET. THE TOILET HAS BEEN REPAIRED AND MR. SMITH HAS ASKED FOR THE BOARD'S CONSIDERATION AS IT WAS AN INFREQUENTLY USED TOILET AND HE WAS UNAWARE OF THE LEAK UNTIL WE WROTE HIM A LETTER NOTIFYING HIM THAT HIS CONSUMPTION HAD INCREASED.

AFTER SOME DISCUSSION THE BOARD VOTED A ONE TIME ABATEMENT OF ONE HALF OF THE CONSUMPTION CHARGES ON THEIR MARCH, 2012 BILL TOTALING \$185.00.

MRS. WARD REPORTED THAT AT THE LAST MEETING OF THE CAPE COD MUNICIPAL HEALTH GROUP THE LAW REGARDING REIMBURSEMENT OF 25% OF THE SAVINGS DUE TO THE PLAN DESIGN CHANGES ON THE DISTRICT'S HEALTH INSURANCE WAS FURTHER CLARIFIED IN THAT IF THE MUNICIPALITY DOES NOT HAVE A UNION OR COLLECTIVE BARGAINING IT IS NOT MANDATORY TO GIVE THAT BACK TO THE EMPLOYEES IN THE FORM OF RATE REDUCTION OR PREMIUM HOLIDAY. SHE STATED PRIOR TO THAT THEY HAD SAID IT WAS A MANDATORY PART OF THE LEGISLATION FOR ALL AND THAT IS HOW SHE REPRESENTED IT TO THE BOARD. THE BOARD VOTED THE BUDGET WITH THAT INCLUDED AND NEED TO DECIDE IF THEY WANT TO PROCEED THAT WAY OR VOTE TO RESCIND THAT DECISION AND HAVE THE DISTRICT RECOUP 100% OF THE SAVINGS.

AFTER SOME DISCUSSION THE BOARD VOTED 2 TO 1 TO ALLOW THE 25% MITIGATION MONIES BE GIVEN TO THE EMPLOYEES AS A RATE REDUCTION.

MRS. WARD STATED THAT DAVID MONTVILLE HAD SURGERY AND IT WAS DETERMINED THAT HE HAS CANCER. HE HAS GONE THROUGH HIS SICK TIME BUT STILL HAD OVER THREE WEEKS OF VACATION TIME. WE HAVE IN PLACE A POLICY THAT ALLOWS OTHER EMPLOYEES TO DONATE SICK TIME TO AN EMPLOYEE IN NEED WITH THE BOARD'S APPROVAL.

THE BOARD UNANIMOUSLY APPROVED THE SICK TIME DONATION.

MR. CAMPBELL STATED HE WOULD LIKE TO HAVE THE BOARD CLARIFY THE POLICY ON REPLACING OLD METER PITS. WE HAVE SOME OLD PITS THAT HAVE STAR DRIVE METERS THAT ARE BREAKING WHEN WE TRY TO CHANGE THEM. AS IN THE POLICY FOR REPLACING SUB-STANDARD METER PITS AT THE OWNERS EXPENSE, HE WOULD LIKE TO INCLUDE ANY PIT WITH A STAR DRIVE METER THAT WON'T TURN WITH REASONABLE EASE, AS THE METER IS PIPED DIRECTLY INTO THE PIT AS ONE UNIT.

BOURNE WATER DISTRICT COMMISSIONER'S MEETING APRIL 17, 2012

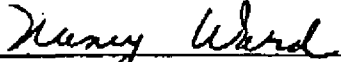
THE BOARD VOTED UNANIMOUSLY TO INCLUDE THE STAR DRIVE METERS IN THE POLICY WITH NOTIFICATION TO THE OWNER PRIOR TO REPLACEMENT.

SUPERINTENDENTS REPORT

MR. CAMPBELL REPORTED THAT WE HAVE BEEN HAVING SOME ISSUES WITH SOME OF THE HYDRANTS WE HAVE CHANGED DUE TO THE POURED JOINTS BREAKING AFTER INSTALLATION. THERE HAVE BEEN SOME OVERTIME CHARGES DUE TO THESE ISSUES.

THE MEETING ADJOURNED AT 10:20 AM.

RESPECTFULLY SUBMITTED,


NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS


BRIAN S. HANDY, CHAIRMAN


MICHAEL R. LYONS


PETER R. WAY

ABATEMENT LETTERS ON FILE

UPDATE**SAMPLING REVISIONS – AFCEE FUNDING – STATUS OF WS-4**

Bourne Water District
April 17, 2012

- A. SAMPLING REVISIONS - Monuments Beach Wells**
1. Report by IAGWSP based upon sampling from Oct. 2010 to Sept. 2011
 2. Substantial reduction on wells sampled and the interval of sampling from tri-annual to annual (Figure 3-2)
 3. No perchlorate detections in production wells
 4. Perchlorate detects in a number of wells but that is due to the change on analyses method (method detection limit 0.35 ug/l to 0.04 ug/l)
 5. Concentrations of perchlorate continuing to decrease
 6. Objected to the reduction of sampling from quarterly in the production wells to annually.
 7. Objected to the elimination of sampling from MW02-13
 8. If Board in agreement, need to prepare a letter indicating no serious objection to sampling changes in the area or the Monument Beach Well field, but do want quarterly sampling at the production wells and at MW02-12
- B. SAMPLING REVISIONS – WS-4 Well**
1. Substantial reduction on wells sampled and the interval of sampling from tri-annual to annual (Figure 3-2)
 2. Substantial decrease in perchlorate in all wells (Graphics in Figure 3-2)
 3. Original concerns were MW233, MW216, MW267 and MW 269, and MW243 (Figure 4.1)
 4. Will continue to sample MW213, MW226, MW233, MW268, MW269, MW276, MW280 and MW80
 5. Should be safe with sampling at MW233, MW280 and MW268, plus BWD2003 – and BWD2003-2
 6. If Board in agreement, need to prepare a letter indicating no serious objection to sampling changes in the area or the WS-4 Well
- C. BOURNE WATER DISTRICT LONG TERM WATER SAMPLING**
1. Due to perchlorate in MW243 at 4.2 ug/l in 2005, and MW295 at 2.6 ug/l in 2007, a number of monitoring wells upgradient of WS-4 were included in the DEP approved Pump Test Report (see Figure 11) (A on hardboard presentation)
 2. Intent was to get support from MassDEP and EPA waste Site Cleanup to have the IAGWSP include these in their plans which never happened.
 3. Groundwater treatment at the J-3 Range has decrease these levels substantially, (see Figure 5-1)

4. In 2011 sampling, MW243 decreased to 0.55 ug/l, and MW295 decreased to 0.59 ug/l
5. It appears that a number of the wells included in the long term monitoring can now be safely eliminated, estimated at a reduction in BWD annual sampling costs estimated at \$25,000 (see Figure 11)
6. If Board in agreement, need to prepare a letter to MassDEP requesting this change

D. AFCEE FUNDING

1. Meeting with Jon Davis of AFCEE precipitated the following: *I (Jon Davis) looked in the most obvious place ref concerns about additional funding -the LF-1 Record of Decision (2007). The selected remedy included the Bourne Water Provision. Since our ROD has the requirement, this should quell any further concerns.*
2. Jon requested a breakdown of costs and scope of work remaining which we responded to (see letter dated April 9, 2012 with summary attached).
3. Explain how costs were derived.

E. STATUS OF WS-4

1. Legislation was revised to some degree.
2. BWD responsible for all costs for engineering, surveys, appraisals and document preparation
3. Lease will have to be prepared by the DFW, and approved by the inspector general
4. Inspector general to prepare a report on the methodology utilized for the appraisal, and file the report with the DFW, the House and Senate Ways and Means Committees and the Joint Committee on Bonding, Capital Expenditures and State Assets
5. The DFW 30 days before the execution of the lease, submit lease and any amendment to the Inspector General for review
6. Inspector General shall comment within 15 days
7. The DFW shall submit the lease, amendments, comments and reports to the House and Senate Ways and Means Committees and the Joint Committee on Bonding, Capital Expenditures and State Assets at least 15 days before the execution of the lease.
8. Reapply to Corps of Engineers
9. Notify MassDEP that lease is in affect

**BOURNE WATER DISTRICT
ANNUAL DISTRICT MEETING WARRANT, APRIL 23, 2012**

TO ONE OF THE CONSTABLES OF THE TOWN OF BOURNE, COUNTY OF BARNSTABLE:

GREETINGS:

YOU ARE HEREBY REQUIRED AND DIRECTED TO NOTIFY AND WARN THE VOTERS OF THE TOWN OF BOURNE, RESIDING WITHIN THE TERRITORY COMPRISING THE BOURNE WATER DISTRICT TO MEET AT THE :

**JAMES F. PEEBLES ELEMENTARY SCHOOL
APRIL 23, 2012**

WHERE POLLS WILL OPEN AT 5:00 P.M. AND CLOSE AT 7:00 P.M. AND THEN AND THERE TO VOTE FOR THE FOLLOWING OFFICER TO WIT:

ONE WATER COMMISSIONER FOR THREE YEARS

AND TO MEET ON MONDAY APRIL 23, 2012 AT 7:00 P.M. AT

**JAMES F. PEEBLES SCHOOL
70 TROWBRIDGE ROAD, BOURNE MASSACHUSETTS**

THEN AND THERE TO ACT UPON THE FOLLOWING ARTICLES:

ARTICLE 1. TO SEE WHAT SUM OF MONEY THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS, TO DEFRAY THE REGULAR EXPENSES OF THE DISTRICT FOR THE FISCAL YEAR BEGINNING JULY 1, 2012; INCLUDING SALARIES AND WAGES, OFFICE EXPENSE, STOCK AND EQUIPMENT, OPERATION AND MAINTENANCE, GROUP HEALTH, LIFE AND DENTAL INSURANCE, TRAVEL EXPENSES IN AND OUT OF STATE, LEGAL AND ENGINEERING EXPENSES AND SUCH OTHER EXPENSES AS MAY BE DEEMED NECESSARY BY THE BOARD OF WATER COMMISSIONERS, OR ACT ANYTHING THEREON.

ARTICLE 2. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY FOR COSTS ON ANY NEW FUNDED DEBT OR TEMPORARY LOANS, OR ACT ANYTHING THEREON.

ARTICLE 3. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS, A SUM OF MONEY TO PAY TO THE MASSACHUSETTS DEPARTMENT OF ENVIRONMENTAL PROTECTION IN ACCORDANCE WITH MASSACHUSETTS GENERAL LAW CHAPTER 21A, SECTION 18A, OR ACT ANYTHING THEREON.

ARTICLE 4. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS, A SUM OF MONEY TO BE USED BY THE BOARD OF WATER COMMISSIONERS AS A RESERVE FUND AS AUTHORIZED UNDER CHAPTER 40 SECTION 5C OR ACT ANYTHING THEREON.

ARTICLE 5. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO PURCHASE WATER METERS AND METER READING EQUIPMENT, OR ACT ANYTHING THEREON.

2012 APR 3 AM 9 58
TOWN CLERK'S OFFICE
BOURNE, MASS

**BOURNE WATER DISTRICT
ANNUAL DISTRICT MEETING WARRANT, APRIL 23, 2012**

ARTICLE 6. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO PAY THE TREASURER OF THE BARNSTABLE COUNTY RETIREMENT SYSTEM IN ACCORDANCE WITH THE PROVISIONS OF GENERAL LAWS CHAPTER 32 SECTION 22 D OR ACT ANYTHING THEREON.

ARTICLE 7. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY FOR AN AUDIT OF THE DISTRICT'S BOOKS AND RECORDS FOR THE FISCAL YEAR ENDING JUNE 30, 2012 OR ACT ANYTHING THEREON.

ARTICLE 8. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR PAINT, REPAIR AND INSPECTION OF WATER TANKS AND TO PURCHASE TANK MIXERS OR ACT ANYTHING THEREON.

ARTICLE 9. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR THE TESTING OF WATER SAMPLES, OR ACT ANYTHING THEREON.

ARTICLE 10. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR UPGRADES TO THE SCADA SYSTEM, OR ACT ANYTHING THEREON.

ARTICLE 11. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED TO PULL THE WELL PUMP AND COLUMNS AT STATION 2 FOR INSPECTION AND POSSIBLE REPLACEMENT OF PARTS, OR ACT ANYTHING THEREON.

ARTICLE 12. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR COMPLIANCE WITH THE GASB 45 PRONOUNCEMENT REGARDING OTHER POST EMPLOYMENT BENEFITS, OR ACT ANYTHING THEREON.

ARTICLE 13. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE ADDED TO THE STABILIZATION FUND IN ACCORDANCE WITH THE VOTE OF THE DISTRICT AT A SPECIAL DISTRICT MEETING DATED NOVEMBER 18, 2009 ARTICLE 1. TO INCLUDE FUNDS COLLECTED IN FY11 FROM THE BETTERMENTS ASSESSED ON SALT MARSH LANE OR ACT ANYTHING THEREON.

ARTICLE 14. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR WATER MAIN EXTENSION AND REPAIR, OR ACT ANYTHING THEREON.

ARTICLE 15. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED TO PURCHASE ONE NEW EXCAVATOR, OR ACT ANYTHING THEREON.

ARTICLE 16. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED TO PURCHASE WATER, OR ACT ANYTHING THEREON.

ARTICLE 17. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE ADDED TO THE APPROPRIATION VOTED AT THE ANNUAL DISTRICT MEETING ON APRIL 26, 2010 (ARTICLE 14 \$10,300) AND THE APPROPRIATION VOTED AT THE ANNUAL DISTRICT MEETING ON APRIL 25, 2011 (ARTICLE 16 \$5,000) TO BE USED TO UPDATE THE MAP OF THE DISTRICT'S DISTRIBUTION SYSTEM WITH GEOGRAPHIC INFORMATIONAL SYSTEM (GIS) SOFTWARE, OR ACT ANYTHING THEREON.

BOURNE WATER DISTRICT
ANNUAL DISTRICT MEETING WARRANT, APRIL 23, 2012

ARTICLE 18. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED TO PURCHASE A CONTRACTORS TRAILER, OR ACT ANYTHING THEREON.

AND YOU ARE HEREBY DIRECTED TO SERVE THIS WARRANT BY POSTING TRUE AND ATTESTED COPIES THEREOF IN THE POST OFFICES OF SAID DISTRICT, (7) SEVEN DAYS, AT LEAST, BEFORE THE TIME OF SAID MEETING.

GIVEN UNDER OUR HANDS THIS 12TH DAY OF MARCH, 2012

SIGNED:

THE BOARD OF WATER COMMISSIONERS



BRIAN S. HANDY 2012

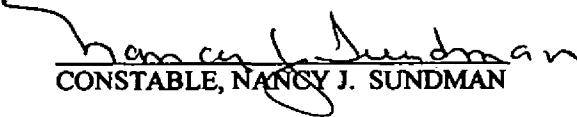


MICHAEL R. LYONS 2013



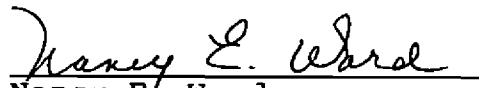
PETER R. WAY 2014

BARNSTABLE SS APRIL³, 2012. I HEREBY CERTIFY THAT I HAVE PUBLISHED THE WARRANT BY POSTING ATTESTED TRUE COPIES IN THE BOURNE TOWN HALL AND IN THE POST OFFICES OF BOURNE, MONUMENT BEACH, POCASSET, CATAUMET, AND SOUTH SAGAMORE, MASSACHUSETTS.



CONSTABLE, NANCY J. SUNDMAN

I certify this to be
a true and attested copy



Nancy E. Ward
District Clerk

REPORT OF THE ANNUAL DISTRICT MEETING APRIL 23, 2012**REPORT OF THE ANNUAL DISTRICT MEETING
HELD ON APRIL 23, 2012 AT THE
JAMES F. PEEBLES SCHOOL**

CLERK, NANCY WARD GAVE OATH TO THE TELLERS AND BALLOT CLERKS, KATHLEEN DRAKE AND ROSALEE HILL. THE POLLS WERE OPEN FROM 5 P.M. TO 7 P.M.

THE BOARD OF WATER COMMISSIONERS, BRIAN S. HANDY, MICHAEL R. LYONS AND PETER R. WAY WERE PRESENT.

THE BOARD OF WATER COMMISSIONERS APPOINTED WILLIAM HICKEY MODERATOR FOR THE ENSUING YEAR. CLERK, NANCY WARD ADMINISTERED THE OATH OF OFFICE TO MR. HICKEY.

THE BOARD OF WATER COMMISSIONERS APPOINTED NANCY WARD AS DISTRICT CLERK FOR THE ENSUING YEAR. MR. HICKEY ADMINISTERED THE OATH OF OFFICE TO MRS. WARD.

THE MEETING WAS CALLED TO ORDER AT 7:00 PM BY MODERATOR WILLIAM HICKEY.

MR. HICKEY READ THE GREETING OF THE WARRANT AND NOTED THAT THE WARRANT WAS SIGNED BY THE BOARD OF WATER COMMISSIONERS, CERTIFIED BY THE DISTRICT CLERK AND DULY POSTED IN ACCORDANCE WITH THE DISTRICT BYLAWS BY CONSTABLE NANCY J. SUNDMAN. MR. HICKEY NOTED THAT A QUORUM WAS PRESENT.

MR. HANDY MADE A MOTION TO DISPENSE WITH THE READING OF THE ARTICLES, IT WAS SECONDED AND THE MOTION CARRIED. THE MODERATOR ASKED THE VOTERS TO RESPOND BY SAYING HOLD TO ANY ARTICLE THEY WOULD LIKE TO DISCUSS. THE ARTICLES NUMBERS WERE READ, THERE WAS NO CALL FOR DISCUSSION AND THE FOLLOWING MOTIONS WERE MADE.

ARTICLE 1. TO SEE WHAT SUM OF MONEY THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS, TO DEFRAY THE REGULAR EXPENSES OF THE DISTRICT FOR THE FISCAL YEAR BEGINNING JULY 1, 2012; INCLUDING SALARIES AND WAGES, OFFICE EXPENSE, STOCK AND EQUIPMENT, OPERATION AND MAINTENANCE, GROUP HEALTH, LIFE AND DENTAL INSURANCE, TRAVEL EXPENSES IN AND OUT OF STATE, LEGAL AND ENGINEERING EXPENSES AND SUCH OTHER EXPENSES AS MAY BE DEEMED NECESSARY BY THE BOARD OF WATER COMMISSIONERS, OR ACT ANYTHING THEREON.

MOTION 1. MR. HANDY MOVED THE DISTRICT VOTE TO RAISE AND APPROPRIATE THE SUM OF \$1,260,000.00 AND TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$68,800.00 FOR A TOTAL OF \$1,328,800.00 FOR THE REGULAR EXPENSES OF THE DISTRICT FOR THE FISCAL YEAR BEGINNING JULY 1, 2012 TO INCLUDE SALARIES AND WAGES, OFFICE EXPENSE, STOCK AND EQUIPMENT, OPERATION AND MAINTENANCE, GROUP HEALTH, LIFE AND DENTAL INSURANCE, TRAVEL EXPENSES, LEGAL AND ENGINEERING EXPENSES AND SUCH OTHER EXPENSES DEEMED NECESSARY BY THE BOARD OF WATER COMMISSIONERS. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 2. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY FOR COSTS ON ANY NEW FUNDED DEBT OR TEMPORARY LOANS, OR ACT ANYTHING THEREON.

REPORT OF THE ANNUAL DISTRICT MEETING APRIL 23, 2012

MOTION 2. MR. LYONS MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$2,000.00 COSTS ON ANY NEW FUNDED DEBT OR TEMPORARY LOANS. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 3. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS, A SUM OF MONEY TO PAY TO THE MASSACHUSETTS DEPARTMENT OF ENVIRONMENTAL PROTECTION IN ACCORDANCE WITH MASSACHUSETTS GENERAL LAW CHAPTER 21A, SECTION 18A, OR ACT ANYTHING THEREON.

MOTION 3. MR. WAY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$4,000.00 TO PAY THE MASSACHUSETTS DEPARTMENT OF ENVIRONMENTAL PROTECTION IN ACCORDANCE WITH MASSACHUSETTS GENERAL LAWS CHAPTER 21A, SECTION 18A. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 4. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS, A SUM OF MONEY TO BE USED BY THE BOARD OF WATER COMMISSIONERS AS A RESERVE FUND AS AUTHORIZED UNDER CHAPTER 40 SECTION 5C OR ACT ANYTHING THEREON.

MOTION 4. MR. HANDY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$25,000.00 TO BE USED BY THE BOARD OF WATER COMMISSIONERS AS A RESERVE FUND AS AUTHORIZED UNDER MASSACHUSETTS GENERAL LAWS CHAPTER 40, SECTION 5C. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 5. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO PURCHASE WATER METERS AND METER READING EQUIPMENT, OR ACT ANYTHING THEREON.

MOTION 5. MR. LYONS MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$75,000.00 TO PURCHASE WATER METERS AND METER READING EQUIPMENT. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 6. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO PAY THE TREASURER OF THE BARNSTABLE COUNTY RETIREMENT SYSTEM IN ACCORDANCE WITH THE PROVISIONS OF CHAPTER 32 SECTION 22 D, AS AMENDED, OF THE MASSACHUSETTS GENERAL LAWS, OR ACT ANYTHING THEREON.

MOTION 6. MR. WAY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$107,000.00 TO PAY THE TREASURER OF THE BARNSTABLE COUNTY RETIREMENT ASSOCIATION IN ACCORDANCE WITH THE PROVISIONS OF CHAPTER 32, SECTION 22D, AS AMENDED, OF THE MASSACHUSETTS GENERAL LAWS. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

REPORT OF THE ANNUAL DISTRICT MEETING APRIL 23, 2012

ARTICLE 7. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY FOR AN AUDIT OF THE DISTRICT'S BOOKS AND RECORDS FOR THE FISCAL YEAR ENDING JUNE 30, 2011 OR ACT ANYTHING THEREON.

MOTION 7. MR. HANDY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$6,000.00 FOR AN AUDIT OF THE DISTRICT'S BOOKS AND RECORDS FOR THE FISCAL YEAR ENDING JUNE 30, 2012. THE MOTION WAS SECONDED. THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 8. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR PAINT, REPAIR AND INSPECTION OF THE WATER TANKS, OR ACT ANYTHING THEREON.

MOTION 8. MR. LYONS MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$120,000.00 TO BE USED TO PURCHASE TANK MIXERS AND FOR PAINTING, REPAIRS AND INSPECTIONS OF THE WATER TANKS. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 9. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR THE TESTING OF WATER SAMPLES, OR ACT ANYTHING THEREON.

MOTION 9. MR. WAY MOVED THE DISTRICT VOTE TO VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$10,000.00 FOR TESTING OF WATER SAMPLES. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 10. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR UPGRADES TO THE SCADA SYSTEM, OR ACT ANYTHING THEREON.

MOTION 10. MR. HANDY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$10,000.00 TO BE USED FOR UPGRADES TO THE SCADA SYSTEM. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 11. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED TO PULL THE WELL PUMP AND COLUMNS AT STATION 2 FOR INSPECTION AND POSSIBLE REPLACEMENT OF PARTS, OR ACT ANYTHING THEREON.

MOTION 11. MR. LYONS MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$8,439.50 AND TRANSFER FROM AVAILABLE FUNDS (FY12 PUMP REPAIR AND INSPECTION AT STATION 6) \$1,560.50 FOR A TOTAL OF \$10,000.00 TO BE USED TO PULL THE WELL PUMP AND COLUMNS AT STATION 2 FOR INSPECTION AND POSSIBLE REPLACEMENT OF PARTS. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 12. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR COMPLIANCE WITH THE GASB 45 PRONOUNCEMENT REGARDING OTHER POST EMPLOYMENT BENEFITS IF NECESSARY, OR ACT ANYTHING THEREON.

REPORT OF THE ANNUAL DISTRICT MEETING APRIL 23, 2012

MOTION 12. MR. WAY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$10,000.00 TO BE USED FOR COMPLIANCE WITH THE GASB 45 REGARDING OTHER POST EMPLOYMENT BENEFITS. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 13. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE ADDED TO THE STABILIZATION FUND OR ACT ANYTHING THEREON.

MOTION 13. MR. HANDY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$25,000.00 TO BE ADDED TO THE STABILIZATION FUND IN ACCORDANCE WITH THE VOTE AT A SPECIAL DISTRICT MEETING ON NOVEMBER 18, 2009. (ARTICLE 1: TO INCLUDE FUNDS COLLECTED IN FY2011 FROM THE BETTERMENTS ASSESSED ON THE SALTMARSH LANE WATER MAIN EXTENSION. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 14. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR WATER MAIN EXTENSION OR REPAIR OR ACT ANYTHING THEREON.

MOTION 14. MR. LYONS MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$45,000.00 TO BE USED FOR WATER MAIN EXTENSION AND REPAIR. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 15. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED TO PURCHASE ONE NEW EXCAVATOR, OR ACT ANYTHING THEREON.

MOTION 15. MR. WAY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$47,813.90 AND TRANSFER FROM AVAILABLE FUNDS (FY12 TRUCK) \$186.10 AND TRANSFER FROM AVAILABLE FUNDS (ALTERNATIVE ENERGY EXPLORATION) \$12,000.00 FOR A TOTAL OF \$60,000.00 TO BE TO PURCHASE A NEW EXCAVATOR. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 16. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR THE PURCHASE OF WATER FROM THE UPPER CAPE REGIONAL WATER SUPPLY COOPERATIVE, OR ACT ANYTHING THEREON.

MOTION 16. MR. HANDY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$55,000.00 TO BE USED FOR THE PURCHASE OF WATER FROM THE UPPER CAPE REGIONAL WATER SUPPLY COOPERATIVE. THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE. A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY

ARTICLE 17. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED TO UPDATE THE MAP OF THE DISTRICT'S DISTRIBUTION SYSTEM WITH GEOGRAPHIC INFORMATIONAL SYSTEM (GIS) SOFTWARE , OR ACT ANYTHING THEREON.

REPORT OF THE ANNUAL DISTRICT MEETING APRIL 23, 2012

MOTION 17. MR. LYONS MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$5,000.00 TO BE ADDED TO THE APPROPRIATION VOTED IN ARTICLE 16 AT THE ANNUAL DISTRICT MEETING ON APRIL 25, 2011 TO BE USED TO UPDATE THE MAP OF THE DISTRICT 'S DISTRIBUTION SYSTEM WITH GEOGRAPHIC SYSTEM (GIS) SOFTWARE. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 18. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED TO PURCHASE A CONTRACTORS TRAILER, OR ACT ANYTHING THEREON.

MOTION 18. MR. LYONS MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$7,500.00 TO PURCHASE A CONTRACTORS TRAILER. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

THE MODERATOR ASKED THE CLERK TO COME FORWARD WITH THE RESULTS OF THE ELECTION. THE BALLOT COUNT WAS 9 BALLOTS CAST, 8 VOTES FOR BRIAN S. HANDY. THE CLERK DECLARED BRIAN S. HANDY HAS BEEN ELECTED AS WATER COMMISSIONER FOR A THREE YEAR TERM. MRS. WARD ADMINISTERED THE OATH OF OFFICE TO MR. HANDY.

MR. LYONS MADE A MOTION TO ADJOURN THE MEETING MR. WAY SECONDED THE MOTION AND THE MODERATOR ADJOURNED THE MEETING AT 7:10 PM.

RESPECTFULLY SUBMITTED,

Nancy Ward

NANCY WARD
DISTRICT CLERK

APPROVED:

BOARD OF WATER COMMISSIONERS

Brian S. Handy

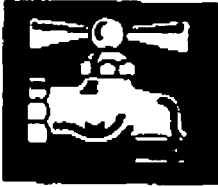
BRIAN S. HANDY, CHAIRMAN 2015

Michael R. Lyons

MICHAEL R. LYONS 2013

Peter R. Way

PETER R. WAY 2014



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

BOURNE, MASS
TOWN CLERK'S OFFICE

2012 MAY 7 PM 12 01

MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS TUESDAY, MAY 15, 2012

8:30 A.M. Convene meeting – Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following:

Minutes:

APRIL 17, 2012 Regular Session

APRIL Commitment

AGENDA

Regular Session

NEW BUSINESS

1. Review draft policy for large meter replacements
2. Request for abatement – Arthur Barten 21 County Rd.
3. Elect a chairman and Assistant Treasurer
4. Lawsuit between CLF vs. EPA

SUPERINTENDENTS REPORT

To Town Clerk Please Post:

5/7/12 @ 11:35 AM

**BOURNE WATER DISTRICT
COMMISSIONERS MEETING - MAY 15, 2012**

THE MEETING WAS DULY POSTED

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT COMMISSIONERS BRIAN HANDY, MICHAEL LYONS AND PETER WAY, CLERK/TREASURER NANCY WARD, SUPERINTENDENT ANDREW CAMPBELL, ATTORNEY J. FORD O'CONNOR AND DAN MAHONEY, SUPERINTENDENT OF SANDWICH WATER DISTRICT.

THE BOARD SIGNED THE MINUTES OF THE PREVIOUS MONTHS MEETING, THE WEEKLY WARRANT AND THE APRIL COMMITMENT AND ABATEMENT LIST.

OLD BUSINESS:

ATTORNEY O'CONNOR STATED THAT HE HAD GONE OVER ADDENDUM #4 TO THE MMR CONTRACT AND ALL WAS IN ORDER.

MR. LYONS MADE A MOTION TO SIGN THE ADDENDUM, MR. HANDY SECONDED THE MOTION AND THE BOARD VOTED UNANIMOUSLY TO SIGN ADDENDUM #4 TO THE MMR. CONTRACT.

ATTORNEY O'CONNOR STATED THAT HE HAS BEEN MONITORING THE WORKERS COMP CASE WITH THOMAS MCCLAIN. THE WORKERS COMP COMPANY HAD A HEARING TO REDUCE OR DISCONTINUE PAYMENTS WHICH WAS DENIED BY THE JUDGE. MR. MCCLAIN'S FIRST REQUEST FOR SETTLEMENT WAS FOR \$170,000 THEN WAS REDUCED TO \$90,000. THE WORKERS COMP COMPANY OFFERED \$60,000. THERE WILL BE ANOTHER MEDICAL EVALUATION. HE STATED HE FELT IT WOULD SETTLE IN THE \$80,000-\$85,000 RANGE BUT HE WANTED THE BOARD'S PERMISSION TO CONSULT WITH A WORKER'S COMP ATTORNEY IF HE FELT HE WAS GETTING OUT OF HIS AREA OF EXPERTISE. THE BOARD AGREED.

NEW BUSINESS

ATTORNEY O'CONNOR STATED THAT HE HAD RECEIVED INFORMATION, DIRECTED BY DAN MAHONEY, FROM ATTORNEY GREG MCGREGOR IN REGARDS TO A LAWSUIT BETWEEN THE CONSERVATION LAW FOUNDATION (CLV) AND THE E.P.A. THE CLV IS TRYING TO FORCE E.P.A. TO REGULATE SEPTIC SYSTEMS AS E.P.A. HAD PREVIOUSLY TAKEN THE POSITION THAT UNDERGROUND SEPTIC SYSTEMS COULD CAUSE POLLUTION TO OUR WATERS. THERE WAS A RUSH TO GET INVOLVED AS A DECISION WAS TO BE REACHED LAST WEEK BUT NEGOTIATIONS FELL THROUGH AND THERE IS SOME EXTRA TIME. AT SOME POINT THEY WILL SETTLE AND THE TYPICAL APPROACH IS TO TAKE OVER THE WATER DISTRICTS IN ORDER TO GET FUNDING FOR SEWERING. I THINK IT WOULD BE WORTH OUR WHILE TO BE INVOLVED WITH FILING A MOTION TO INTERVENE. IF WE DON'T DO THIS NOW WE WILL HAVE NOTHING TO SAY ABOUT THE DECISION AND IT'S RAMIFICATIONS LATER. WE NEED TO FILE A BRIEF STATING OUR POSITION. SHOULD THIS GO THROUGH THEY CAN COME IN AND SET RATES AND TAX RATES TO FUND THEIR AGENDA AND THE BOARD WOULD LOSE IT'S CONTROL. IT'S JUST LIKE THE M.W.R.A., TO 100 MILES FROM THE HARBOR THE M.W.R.A. SETS THE RATES NOT THE INDIVIDUAL DISTRICTS. THERE WOULD BE A COURT ORDER IN PLACE AND WE WOULD HAVE TO FOLLOW IT.

MR. MAHONEY STATED THAT THE SANDWICH WATER DISTRICT HAS APPROPRIATED \$20,000 TO HIRE MR. MACGREGOR TO FILE A MOTION TO INTERVENE AND HE HAS BEEN TRYING TO GET OTHERS INVOLVED TO SHARE THE COST. THERE ARE CERTAIN GROUPS THAT WANT SEWER AND THEY WANT ALL OF US TO PAY FOR IT. THIS WOULD

**BOURNE WATER DISTRICT
COMMISSIONERS MEETING - MAY 15, 2012**

DEFINITELY NOT BE A GOOD DEAL FOR THE TAXPAYER. IN A LETTER FROM ATTORNEY MACGREGOR (on file) HE HAS STATED THAT IN ORDER TO FILE A MOTION THERE CAN BE MINIMAL INVOLVEMENT BY THE ATTORNEY SO AS TO KEEP THE COST DOWN, BUT IT IS THE ONLY WAY TO HAVE SOME SAY IN THE PENDING CASE. HE STATED THAT THE CAPE COD COMMISSION IS FANNING THE FLAMES. THEY WANT TO SEE SEWER ON THE CAPE. WE WILL HAVE TO RAISE OUR RATES TO OUR CUSTOMERS BUT THE MONEY WILL GO TO THE SEWER COMMISSION. 5-10% SEWERING COULD CURE 90% OF THE PROBLEM BUT THEY WANT TO DO 60%. THEN THEY WOULD SPREAD THE COST OVER EVERYONE.

MR. HANDY ASKED IF MR. MAHONEY WAS WILLING TO TRY AND GET MORE MUNICIPALITIES INVOLVED, MR. MAHONEY SAID HE HAD SPOKEN WITH THE TOWN OF BOURNE, TOWN OF BARNSTABLE AND THE TOWN OF FALMOUTH AS WELL AS SOME OF THE OTHER WATER DISTRICTS AND WAS WILLING TO FOLLOW UP AND TRY TO GET MORE PARTICIPANTS TO EASE THE COST.

MR. LYONS SAID HE HAD CONCERNS AS TO WHETHER WE HAVE THE RIGHT TO USE DISTRICT MONEY TO FIGHT THIS. ATTORNEY O'CONNOR STATED THAT THIS WOULD ADVERSELY AFFECT OUR CUSTOMERS. WE DON'T WANT ANYTHING TO TAKE AWAY OUR ABILITY TO PROVIDE CLEAN WATER AS WELL AS OUR INDEPENDENCE TO CHARGE OUR CUSTOMERS FAIR RATES. IF ASKED IN THE FUTURE WE AT LEAST CAN SAY THAT WE TRIED TO HAVE THE ABILITY TO OBJECT IF WE SAW SOMETHING THAT WOULD ADVERSELY AFFECT OUR DISTRICT. IF WE FILE A MOTION TO INTERVENE WE CAN AT LEAST GET OUR POINT HEARD IF THE MOTION IS ACCEPTED.

MR. HANDY MADE A MOTION TO JOIN WITH SANDWICH WATER DISTRICT IN HIRING ATTORNEY MACGREGOR TO FILE THE MOTION TO INTERVENE AND MONITOR THE CASE. MR. LYONS SECONDED THE MOTION AND THE BOARD VOTED UNANIMOUSLY TO PROCEED.

MRS. WARD STATED THAT THE BOARD NEEDS TO MAKE A DECISION AS TO HOW TO FUND THIS.

MR. HANDY MADE A MOTION TO SET UP A SPECIAL DISTRICT MEETING TO TRANSFER THE MONEY FROM THE APPROPRIATION FOR LEGAL AND ENGINEERING DUE TO CONTAMINATION TO AN APPROPRIATION FOR LEGAL AND ENGINEERING EXPENSES AS DEEMED NECESSARY BY THE BOARD OF WATER COMMISSIONERS. IT WAS SECONDED BY MR. LYONS AND THE BOARD VOTED UNANIMOUSLY TO TRANSFER THE MONEY FROM LEGAL AND ENGINEERING DUE TO CONTAMINATION

MRS. WARD PRESENTED A LETTER FROM MR. BARTON (on file) OF 21/23 COUNTY RD. REQUESTING AN ABATEMENT OF WATER CHARGES FOR HIS 9/2011 BILL (\$8,000 GAL.) AND 3/2012 (117,000 GAL.) BILL DUE TO A LEAK AS WELL AS PLUMBING CHARGES. SHE EXPLAINED THAT THERE WAS A HIGH USE LETTER SENT AFTER BOTH BILLS STATING THAT HE SHOULD CHECK FOR LEAKS AS HIS CONSUMPTION WAS HIGHER THAN NORMAL. AFTER THE FIRST BILL HE HAD A PLUMBER COME IN AND REPAIR SEVERAL LEAKS IN HIS HOUSE FOR \$156.00. THE NEXT BILL WAS EVEN HIGHER AND HE CALLED US TO CHECK THE SITUATION AND FOUND A LEAK IN HIS METER PIT AFTER THE METER. THE PIT HAS BEEN REPLACED AND THE LEAK FIXED.

AFTER SOME DISCUSSION THE BOARD VOTED TO ALLOW A ONE TIME ABATEMENT OF ONE HALF OF THE CONSUMPTION USED ON THE 9/11 AND 3/12 WATER BILL WHICH IS 103,000 AND REPRESENTS AN ABATEMENT OF \$257.50.

**BOURNE WATER DISTRICT
COMMISSIONERS MEETING - MAY 15, 2012**

MRS. WARD STATED THAT THE BOARD NEED TO ELECT A CHAIRMAN AND ASSISTANT TREASURER.

MR. LYONS NOMINATED MR. HANDY, MR. WAY SECONDED THE NOMINATION AND THE BOARD VOTED UNANIMOUSLY TO ELECT MR. HANDY AS CHAIRMAN AND ASSISTANT TREASURER.

SUPERINTENDENTS REPORT

MR. CAMPBELL STATED THAT THERE WAS A FAILURE AT STATION 5. SOMETHING IN THE COLUMN OR PUMP HAS BROKEN AND WE WILL NEED TO PULL THE PUMP. I HAVE CALLED DL MAHER AND EXPECT HIM AT THE END OF THE WEEK OR THE BEGINNING OF NEXT WEEK.

MR. HANDY ASKED IF THE SCADA EQUIPMENT ORDERED BY MR. MARKS HAD BEEN INSTALLED. MR. CAMPBELL STATED THAT IT IS IN THE PROCESS OF BEING INSTALLED NOW. THERE HAVE BEEN SOME ISSUES IN THAT WE NEED TO GO TO NARROW BAND RADIO. WE HAVE GOTTEN A NEW REPEATED AND ALL THE STATIONS HAVE BEEN PROGRAMMED FOR NARROW BAND. THE BOARDS HAVE BEEN INSTALLED IN THREE OF THE STATION. I TOLD MR. KRAUL THAT THE WORK NEEDS TO BE COMPLETED BY NEXT WEEK.

MR. HANDY ASKED IF THERE WAS A PROBLEM AT STATION 2. MR. CAMPBELL STATED THAT WE ARE RUNNING IT BY HAND. THE NEW EQUIPMENT WILL SOLVE THE PROBLEM. POWER OUTAGES RUINED THE OLD EQUIPMENT, THE NEW BOARDS WILL TAKE CARE OF THE PROBLEM.

MR. CAMPBELL STATED THAT WE HAVE A GROWING LIST OF PROPERTIES THAT HAVE CURB STOPS WE ARE UNABLE TO LOCATE, WHICH MEANS THERE IS NO WAY TO SHUT DOWN THE WATER AT THE STREET. MY PLAN IS TO TREAT THESE THE SAME AS A BROKEN CURB STOP AND NOTIFY THE CUSTOMER THAT A REPLACEMENT WILL BE INSTALLED AT THE FLAT RATE CURB STOP FEE OF \$300.00.

MR. CAMPBELL STATED THAT HE HAD PERSONALLY RECEIVED A SOLICITATION FROM A COMPANY SELLING WATER LINE INSURANCE. WE HAVE HAD SEVERAL CALLS FROM SOME OF OUR ELDERLY RESIDENTS ASKING IF THE WAS THROUGH THE BOURNE WATER DISTRICT AND WE TOLD THEM IT WAS NOT. HE SAID THAT HE INTENDED TO CHECK FURTHER TO FIND OUT IF THIS WAS SOME KIND OF SCAM.

MR. CAMPBELL STATED THAT HE WAS CURRENTLY WORKING ON UPDATING THE CROSS CONNECTION CONTROL PROGRAM WHICH WAS SUBMITTED 8 YEARS AGO. THE NEW REGULATIONS REQUIRE SUBMISSION EVERY 3 YEARS. THIS IS A LOT OF WORK AND MUST BE RESPONDED TO CAREFULLY. HE STATED HE IS WORKING ON THE CONSUMER CONFIDENCE REPORT DUE OUT BY JUNE 30, 2012 AND GATHERING INFORMATION FOR THE ANNUAL REPORT FOR THE END OF FY12. HE SAID HE IS ALSO WORKING ON THE EMERGENCY RESPONSE PLAN WHICH IS DUE BY OCTOBER. HE HAS ALSO BEEN RESEARCHING A PAX MIXER FOR THE SOUTH SAGAMORE TANK.

MR. HANDY SAID HE FELT IT WAS VERY IMPORTANT THAT MR. CAMPBELL CHOSE A FOREMAN TO HELP HANDLE THE WORK LOAD. YOU NEED TO EXPEND YOUR EFFORTS DOING THE SUPERINTENDENT'S WORK AND HAVE SOMEONE IN THE FIELD TO HANDLE THE OUTSIDE WORK. MR. CAMPBELL STATED HE HAD NOT MADE A FINAL CHOICE


BOURNE WATER DISTRICT
COMMISSIONERS MEETING - MAY 15, 2012

BUT WAS LEANING TOWARDS MR. VENTURA. MR. LYONS SAID HE FELT WHOEVER WAS CHOSEN NEEDS TO HAVE SOME SUPERVISORS TRAINING AND LEARN THE LAWS THAT GO ALONG WITH THE FOREMAN POSITION. MR. WAY ASKED MR. CAMPBELL IF HE SHOULDN'T SPEAK WITH THE EMPLOYEES AND SEE WHO HAS AN INTEREST IN THE POSITION AS WELL AS BE WILLING TO TAKE CLASSES FOR THE POSITION. MR. CAMPBELL AGREED.

THE BOARD REVIEWED THE DRAFT POLICY FOR LARGER METERS AND THERE WAS A MOTION TO TABLE THE DISCUSSION UNTIL THE NEXT MEETING, IT WA SECONDED AND THE BOARD VOTED UNANIMOUSLY TO TABLE THE DISCUSSION UNTIL THE JUNE MEETING.


MR. HANDY MADE A MOTION TO ADJOURN, MR. LYONS SECONDED THE MOTION AND THE MEETING ADJOURNED AT 10:05AM.

RESPECTFULLY SUBMITTED,


NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS


BRIAN S. HANDY, CHAIRMAN


MICHAEL R. LYONS


PETER R. WAY

BOURNE WATER DISTRICT
211 BARLOWS LANDING RD
P.O. BOX 1447
POCASSET, MA 02559
508-563-2294
FAX: 508-564-4661
FAX TRANSMITTAL

FAX TRANSMITTAL COVER SHEET PLEASE DELIVER AS SOON AS POSSIBLE

DATE: 6/10/12 TIME: 4:25

TO: Town Clerk

TOTAL NUMBER OF PAGES (INCLUDING COVER SHEET) 2

*Sorry the one I just sent
had wrong day on it!*

*Thanks
Nancy*

IF YOU DO NOT RECEIVE ALL OF THE PAGES OR THERE IS A PROBLEM PLEASE CALL US

2012 JUL 23 AM 10 47

BOURNE WATER DISTRICT

TOWN CLERK'S OFFICE
BOURNE, MASS

REQUIREMENTS AND SPECIFICATIONS

FOR

WATER MAIN INSTALLATION

AND

HOUSE SERVICE INSTALLATION

REQUIREMENTS FOR WATER MAIN INSTALLATIONS:

1. Preliminary plans showing location, lots, road(s), and utility layout drawn to scale delivered to Bourne Water District office.
2. Letter from the owner/developer, addressed to the Board of Water Commissioners, PO Box 1447, Pocasset, MA 20559 requesting that water from Bourne Water District be furnished to the proposed project.
3. The Board of Water Commissioners will endeavor to act on the request to tie into the Bourne Water District at their next regularly scheduled meeting. The District, within five (5) working days of the Board meeting, will forward to the applicant the decision of the Board.
4. All water facility designs will require Bourne Water District approval prior to submitting plans to the Town of Bourne Planning Board for review and approval.
5. The Bourne Water District may, under certain conditions, require design review by the District engineers and all costs shall be paid by the owner/developer.
6. All materials must conform to the requirements specified by the Bourne Water District.
7. All fees and charges shall be paid prior to the installation of the water mains
8. Three (3) copies of the Planning Board approved plans of the project must be provided to the Bourne Water District prior to the installation of any water main. The plans will include the road layout and proposed drainage locations.
9. A copy of all necessary state or town permits must be provided by the owner/developer to Bourne Water District prior to the project starting.
10. Easement Deeds and Bill of Sale in favor of the Bourne Water District shall be provided and accepted by the District before final approval.
11. The owner/developer shall notify the Bourne Water District Superintendent at least seven (7) working days before the beginning of construction of the water main project. (See fee schedule for inspection requirements)
12. Before any main installation begins the following must be in place - center line of road layout, grade elevations, purposed location of water mains and hydrants, location of lot corners, and location of front corners of structures will be marked with flags or stakes.
13. From the date of plan approval by the Board of Water Commissioners and for 3 years forward the application will be in effect. If no action is taken on this approved plan in this time the owner/developer will have to reapply to the Board of Water Commissioners for re-approval, and any fees paid will be refunded. Also the re-submitted plan will be subject to any fees, rules, or regulation changes.

MAIN SIZING:

- All water mains sizing will be approved by a representative of the Bourne Water District upon submission of a preliminary plan of the project.

WATER PIPE:

- Polyvinyl Chloride (PVC) 4" to 16" pipe Class 160 conforming to AWWA specifications C900-907 or latest revisions.
- Ductile Iron 4" to 20" pipe Class 52 cement lined, Tyton joints (or approved equal) conforming to AWWA specifications C-111 and C-151 or latest revisions
- Polyethylene (PE) ¾" to 2" pipe will have outside diameter of copper tubing size and have a rating of 200psi and material specification of PE-3408 or PE-4710 conforming to AWWA standard C-901 or the latest revision.
- All Polyvinyl Chloride (PVC) pipe must have 12 gauge tracer wire installed 6" above the pipe during installation.
- All Polyethylene (PE) pipe must have 12 gauge tracer wire taped to the pipe during installation!

FITTINGS:

- All fittings will be Ductile Iron of North American manufacture, cement lined, bituminous coated conforming to AWWA standard C-153 or latest revision.
- Flanges will be Mega-Lug (or approved equal) for type of pipe used

GATE VALVES:

- All gates will be iron body, epoxy coated, resilient seat, with an "O" ring gland nut conforming to AWWA specifications C-509 or latest revision.
- Valves will OPEN LEFT and have a 2" operating nut painted black
- Flanges will be Mega-Lug (or approved equal) for type of pipe used
- Valve spacing and the number of valves at intersections shall be determined by the Bourne Water District.

BUTTERFLY VALVES:

- All main line valves 12" or greater will be butterfly valves.
- All butterfly valves will be iron body, epoxy coated, resilient seat, with an "O" ring gland nut conforming to AWWA specifications C-504 or latest revision.
- Valves will OPEN LEFT and have a 2" operating nut painted black
- Flanges will be Mega-Lug (or approved equal) for type of pipe used!
- Valve spacing and the number of valves at intersections shall be determined by the Bourne Water District.

VALVE BOXES:

- Boxes must be cast iron of North American manufacture, bituminous coated, adjustable sliding type, with cast iron cover, for heavy traffic use.
- Boxes must be approved by Bourne Water District's representative before being used.

LOCATIONS:

- All mains shall be seven (7) feet from the property lines where practical or as specified by the Bourne Water District.
- Fire hydrants shall be located as close as possible to the property corner bounds.
- Water services are to be located as close as possible to the center of the lot unless another location is specified by the representative of the Bourne Water District.

HYDRANTS:

- Hydrants accepted by Bourne Water District:
Mueller Super Centurion 250
Darling B-62-B
- Hydrants will **OPEN RIGHT**
- Hydrants will have a minimum valve size of 5 ¼" and have two(2) – 2 1/2" hose connections and one(1) – 4 ½" steamer connection.
- Hydrants will have a traffic flange which includes breakaway blots and coupling and breakaway flange. The hydrant flange bottom will be flush or slightly above the surrounding finish grade. There will be a clear, level, unobstructed area six feet (6') around hydrant, and no scrubs or bushes will obstruct the hydrants as viewed from the road.
- Hydrant branches will be Ductile Iron.
- Flanges will be Mega-Lug (or approved equal) for Ductile Iron. Hydrants shall be securely anchored to the water main.
- Finished painted color will be International Orange with Bright White bonnet (top).
- The maximum allowable spacing for fire hydrants shall be 500 feet or at the discretion of the Superintendent.
- Hydrants located at intersections shall be supplied from the largest available water main.
- NO fire hydrant will be allowed to be tapped off a fire sprinkler main.

TAPPING SLEEVES:

- Cast Iron(CI) and Ductile Iron(DI) pipes will use Ductile Iron Tapping Sleeves.
- Polyvinyl Chloride(PVC) and Transite(AC) pipes will use Stainless Steel Tapping Sleeves.

DEAD END RUNS:

- NO dead end runs of mains are allowed.

MULTIPLE HOMES and/or DEVELOPMENTS:

- Sub-Divisions must connect from one part of the system to another part of the system.
- If a direct route is not available, then owner/developer must acquire an easement or right of way.
- Piping size will be determined by a representative of the Bourne Water District.

NO EASEMENT OR RIGHT OF WAY AVAILABLE:

- A dead end road with no possible way to connect from one part of the system to another part of the system will be required to do a five (5) gate system.
- New mains (in & out) must be one size larger than the main being tapped.
- Three (3) gates on the original main are sized to that main.
- Two(2) gates on the new mains are sized to those mains (See drawing "5 Gate System").
- Hydrants are placed every 500 feet or as indicated on the plan by the Superintendent.

SINGLE HOME UNDER 400 FEET FROM MAIN TO HOUSE:

- Requires a 2" tap on the main.
- A meter pit designed to the specification of Bourne Water District.
- A curb stop set on the street side of the meter pit.
- A 2" main or larger laid from the meter pit to the house. Inspected by Bourne Water District before back filling.

SINGLE HOME OVER 400 FEET, BUT UNDER 600 FEET FROM MAIN TO HOUSE:

- Requires a 6" tap, gate, and main with a hydrant at the end of main dedicated for fire protection only.
- Requires a 2" tap on the main.
- A meter pit designed to the specification of Bourne Water District.
- A curb stop set on the street side of the meter pit.
- A 2" main or larger laid from the meter pit to the house. Inspected by Bourne Water District before back filling.

SINGLE HOME OVER 600 FEET FROM MAIN TO HOUSE:

- This will come under review by the Superintendent and a decision will be made by the Board of Water Commissioners.

LARGE METER-METER PITS:

- Any meter 1 1/2" x 1 1/2" or larger will require a pre-cast concrete pit five foot (5') in diameter and five feet (5') tall!
- The cylinder will have no bottom and a pre-cast top
- The inlet and outlet holes will be 17" off the bottom and opposite one another and with hole boots.
- The top will have a 24" square hole for entry and exit set to the side and ladder rung installed inside and below opening!
- The usual list of parts for this style of pit:
 - *2 - 2" packed joint curb stops
 - *6 - 2" stainless sleeves pipe inserts
 - *2 - 4" cast iron road boxes with covers (North American manufacture)
 - *2 - 2" x either 1 1/2" or 2" MPT Adapters
 - *2 - (size) ball valves FPT by flange to match meter used
 - *2 - bolt kits for meter and flange gaskets
 - *1 - 24" diameter steel ring and cover to go over opening
- The steel cover will be sealed to the concrete
- The meter when set will be supported with bricks or a poured concrete pad to prevent sagging of the pipe and assembly!

INSPECTION:

- All work and materials used are to be inspected by the Bourne Water District's representative. The representative's decision to accept or reject either work or materials shall be final.
- Inspections will be billed at the current hourly rate.

ROADWAYS:

- All public and private roads as well as easements shall be to sub grade prior to the start of the water main construction.
- All sub grades shall be completed to the satisfaction of the Town of Bourne Planning Board, their inspector and the Bourne Water District with grade stakes clearly marked and in place before the start of the water main construction.
- Any open cut of a public or private way will require a cash bond deposited with Bourne Water District.
- Any cut made on a state roadway will require a state road permit, and a copy of this permit must be supplied to Bourne Water District.
- Any open cuts will require Flowable Fill, steel plates, and appropriate road signage.

LINES AND GRADES:

- The contractor shall be responsible for setting lines and grades.
- The owner/developer shall have lot corners, any road radii, and front lot corners clearly staked and marked.

TRENCHING AND BACKFILLING:

- All excavation (depth, bedding, and pipe cover) shall meet the approval of the Bourne Water District's representative and all trenches shall be back filled at the end of each work day.

ASSEMBLY OF PIPE AND FITTINGS:

- All pipes interior will be free of dirt and debris, the hub groove will be cleaned and the gasket installed before being lowered in to trench.
- All fittings and gates will be free of dirt and debris before being placed in the trench.
- Pipe and fittings shall be installed in accordance with the manufacturer's installation guide and recommendations.

THRUST BLOCKS AND SUPPORT PADS:

- Materials used will be approved and installed as determined by the Bourne Water District's representative daily, and shall be inspected by the representative before backfilling.

PIPE COVER:

- All water lines shall be buried a minimum of four and one half feet (4.5') from the top of the pipe, unless otherwise directed by a representative of the Bourne Water District.

TAPPING WATER MAINS:

- Taps are only allowed under the supervision of the Bourne Water District's representative by a person knowledgeable in tapping and with an approved tapping machine.
- 1" to 2" taps on Cast Iron or Ductile Iron pipe shall be direct taps for CC thread
- 1" to 2" taps on Polyvinyl Chloride(PVC) pipe shall use a service saddle with double stainless steel straps and tapped for CC threads
- 1" to 2" taps on Transite(AC) pipe shall use either ductile iron or stainless steel service saddle, double strapped and tapped for CC threads.

BLOW OFFS:

- Blow offs will be requires at all high points in the main line where hydrants are not provided.
- A service tap 1" and no greater than 2", no greater then five(5) feet in from the beginning of a new main and five(5) feet before the end of a new main, for the purpose of a blow off, sample point, and chlorination point will be provided.
- Temporary blow off corporations will be turned off and ties taken, and curb stops and piping will be removed as directed by Bourne Water District's representative.

SERVICE LINE INSTALLATION:

- Service line taps are only allowed under the supervision of the Bourne Water District's representative by a person knowledgeable in tapping and with an approved tapping machine.
- 1" to 2" taps on Ductile Iron pipe shall be direct taps for CC thread.
- 1" to 2" taps on Polyvinyl Chloride(PVC) pipe shall use a service saddle with double stainless steel straps, tapped for CC threads.
- Polyethylene or K Copper pipe is permissible.
- Polyethylene pipe shall be 1" or 2" outside diameter (copper tubing size) and will have a rating of 200psi and a material specification of PE-3408 or PE-4710 conforming to AWWA standards C-901 or the latest revision.
- Polyethylene pipe requires a stainless steel insert be used on any pipe connection.
- Any house services line using Polyethylene will have a 12 gauge copper trace wire taped to the pipe. This trace wire will be from the corporation on the main to the inside house valve.

DISINFECTION:

- The contractor, in the presence of the Bourne Water District's representative, shall disinfect all new water mains in accordance with ANSI/AWWA C651-92 or latest revision.
- Disinfection shall be to a minimum of 50 p.p.m. for a contact time of a minimum of 24 hours.
- After contact time, the mains will be flushed until the chlorine residual is reduced to 0 mg/liter (or background levels).
- When flushing the chlorine solution from the mains, the discharge water shall be properly neutralized before disposal.
- The contractor is responsible for collecting the sample, witnessed by representative of Bourne Water District, and delivering the sample to a lab for testing.
- The contractor is responsible to deliver a copy of the lab test results to Bourne Water District.

PRESSURE TESTING:

- The contractor shall, in the presence of the Bourne Water District's representative, pressure test the new mains in compliance with ANSI/AWWA C600-93 or latest revision.
- The domestic mains will be tested at 150psi for a minimum of one(1) hour from the point of stability.
- If pressure needs to be built back to 150psi anytime within the one(1) hour, the one(1) hour timing starts from that point.
- Fire lines will be tested at 200psi for a minimum of one(1) hour from the point of stability.
- If pressure needs to be built back to 200psi anytime within the one(1) hour, the one(1) hour timing starts from that point.

BOOSTER PUMPS:

- All subdivisions that install a booster pump and are connecting to the Bourne Water District distribution system will retain ownership and control of the water mains, hydrants, and booster station.
- The cost to repair and maintain the mains, hydrants, and the booster station will be the responsibility of the owner/association.
- The owner/association will provide the Bourne Water District a copy of a signed contract with a licensed contractor for maintenance of the mains, hydrants, and booster station to remain in force at all times.
- The Bourne Water District requires the owner/association to provide an alarm system capable of interfacing with the Bourne Water District's SCADA system to be installed in the booster station.
- A key to the booster station will be provided to the Bourne Water District, along with instruction on the operation of the station and a copy of the operation manual.
- The Bourne Water District will perform quarterly inspections of the system, and the cost of said inspections to be billed to the owner/association at the prevailing hourly rate plus materials.
- The Bourne Water District reserves the right to perform emergency inspections should the need arise.

WATER MAIN TAPS:

- Bourne Water District personal will perform all service line taps on Bourne Water District mains.
- 1" to 2" taps on Cast Iron or Ductile Iron pipe shall be direct taps for CC thread
- 1" to 2" taps on Polyvinyl Chloride(PVC) pipe shall use a service saddle with double stainless steel straps, tapped for CC threads
- 1" to 2" taps on Transite(AC) pipe shall use either ductile iron or stainless steel service saddle, double strapped, tapped for CC threads.

SERVICE LINE:

- Polyethylene or K Copper pipe is permissible.
- Polyethylene pipe shall be 1" outside diameter (copper tubing size) and will have a rating of 200psi and a material specification of PE-3408 or PE-4710 conforming to AWWA standards C-901 or the latest revision.
- Polyethylene pipe requires a stainless steel insert be used on any pipe connection.
- Any service line using Polyethylene will have a 12 gauge copper trace wire taped to the pipe. This trace wire will be from the corporation on the main to the inside house valve.
- Service lines greater than 100 feet from street to the house will require a meter pit system built to Bourne Water District specifications.

STREET SHUT OFF BOX (CURB STOP BOX):

- Service boxes will be cast iron, heavy duty slide type 94E, North American made (or approved equal).
- The box will be centered on the curb stop and straight.

FITTINGS:

- The corporation stop shall be a ball valve type with a packed joint – Mueller B25008 or Ford FB-1000
- The curb stop shall be a ball valve type with packed joint – Mueller B25209 or Ford B44-444
- The house valve shall be a ball valve type with packed joint – Mueller B24258 or Ford BA43-342W
- The house valve and meter couplings, are set by Bourne Water District when the meter is set and water is turned on.

STANDARD METER PIT:

- Meter pits must be a minimum of four feet (4') in length
- 3/4" x 3/4" and 1" x 1" may require the use of a five foot (5') pit
- BWD has standardized on the Mueller Meter Pit and the Ford Meter Pit
- Mueller Meter Pit:
 - *4' or 5' PVC tube with iron cover and lock assembly plus a frost ring insert
 - *Outside couplings are 1" CTS packed joint fittings at the bottom of pit and opposite one another
 - *Full 1" pipe coil from inside of outside fittings to meter set
 - *Meter size - 5/8" x 3/4", 3/4" x 3/4", or 1" x 1" - will determine the meter set used
- Ford Meter Pit:
 - *4' or 5' PVC tube with iron cover and lock assembly plus a frost ring insert
 - *Outside couplings are 1" CTS packed joint or 1" CTS compression coupling fittings at the bottom of pit and opposite one another
 - *Full 1" pipe coil from the bottom inlet fittings to meter set
 - *Meter size - 5/8" x 3/4", 3/4" x 3/4", or 1" x 1" - will determine the meter set used
- The standard pit consists of the following parts:
 - *2 - 1" packed joint curb stops (read the specs for fittings)
 - *6 - 1" stainless steel pipe inserts
 - *2 - cast iron curb boxes (North American manufacture)
 - *1 - rod riser (for turning the inside curb stop on and off)
 - *1 - rod guide
 - *1 - complete meter pit
 - *read the specification for service lines.

INSPECTION:

- The service line, if installed by a contractor, must be inspected by a Bourne Water District representative before backfilling of the trench is allowed.

NO WATER WILL BE TURNED ON WITHOUT ALL FEES HAVING BEEN PAID IN FULL, ALL INSPECTIONS PERFORMED, AND THE WATER METER BEING SET.

**WATER MAIN INSTALLATION
BOURNE WATER DISTRICT**

**SCHEDULE OF FEES AND CHARGES FOR ALL SINGLE, MULTIPLE LOT
DEVELOPMENTS OR SUB-DIVISIONS:**

SYSTEM EXTENSION FEES:

- 2" WATER MAIN (at the discretion of the Superintendent) \$ 800.00
- 6" WATER MAIN (allowed only up to 300' linear feet) \$1200.00
- 8" WATER MAIN \$1500.00
- 12" WATER MAIN \$2400.00
- 16" WATER MAIN \$4800.00
- Any main larger than 16" requires a decision of the Board of Water Commissioners

TAPPING FEES:

- AT THE CURRENT COST OF MATERIALS AND LABOR

INSPECTION FEES:

- INSPECTION BY WATER DISTRICT PERSONEL \$360.00 per Day
\$ 45.00 per Hour
- INSPECTION BY OUTSIDE QUALIFIED INSPECTOR Current Rates
- OUTSIDE INSPECTORS FEES WILL BE BILLED TO THE WATER DISTRICT. THE DISTRICT WILL COLLECT FEES FROM OWNER/DEVELOPER PRIOR TO ACCEPTANCE OF USE OF THE MAIN.

ROAD CROSSOVER GUARANTEE:

- ANY TIME A CONNECTION TO THE DISTRICT SYSTEM REQUIRES AN OPEN CUT OF A PUBLIC OR PRIVATE WAY, THE OWNER/DEVELOPER SHALL DEPOSIT WITH THE BOURNE WATER DISTRICT A MINIMUM CASH BOND OF \$3500.00
- THE BOND WILL BE REFUNDED UPON WRITTEN ACCEPTANCE BY THE TOWN OF BOURNE HIGHWAY SURVEYOR THAT THE CROSSOVER REPAIR IS COMPLETE TO HIS SATISFACTION.

**THESE RULES, REGULATIONS, FEES OR CHARGES ARE SUBJECT TO
CHANGE WITHOUT PRIOR NOTICE.**

**PER VOTE OF THE
BOARD OF WATER COMMISSIONERS**



BOURNE WATER DISTRICT

211 Barlow's Landing Road. P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

SUBDIVISION REQUIREMENTS

SUBDIVISION NAME: _____

CONTACT PERSON: _____

PHONE #: _____ FAX# _____

CELL #: _____

REQUIREMENTS:

DATE COMPLETED:

1. PRELIMINARY PLAN: _____
2. LETTER FROM OWNER/DEVELOPER: _____
3. REPLY FROM BOARD OF WATER COMMISSIONERS: _____
4. DISTRICT APPROVAL OF WATER DESIGN: _____
5. ENGINEERS DESIGN IF NEEDED: _____
6. 3 COPIES OF PLANNING BOARD APPROVED PLAN:
DATE RECORDED / BOOK AND PAGE: _____
7. APPROVED STATE OR TOWN PERMITS: _____
8. PAID BOND FOR ROAD CUT IF NEEDED: _____
9. COPY OF OWNERSHIP DEED SHOWING BOOK AND
PAGE RECORDED AT REGISTRY OF DEEDS: _____
10. CONNECTION FEES PAID: _____
11. TAPPING FEES PAID OR ARRANGED FOR: _____

METER POLICY - JUNE 2012

ALL WATER SERVICES WILL BE METERED.

NO METER FOR A WATER SERVICE SHALL BE DISTURBED EXCEPT BY AN EMPLOYEE OF THE DISTRICT OR A PERSON AUTHORIZED BY THE DISTRICT. MASSACHUSETTS GENERAL LAW CHAPTER 165, SECTION 11 PROVIDES FOR A FINE OF TRIPLE THE AMOUNT OF DAMAGES OR \$1000.00 WHICH EVER IS GREATER, OR BY IMPRISONMENT FOR NOT MORE THAN ONE YEAR, OR BOTH.

THE DISTRICT SHALL HAVE ACCESS TO ALL METERS DURING THE REGULAR WORKING HOURS OF THE DISTRICT. FAILURE TO PROVIDE ACCESS TO THE METER WITHIN SEVEN (7) DAYS OF WRITTEN REQUEST SHALL RESULT IN THE WATER SUPPLY TO THE PROPERTY BEING SHUT OFF AT THE STREET SHUT OFF VALVE (CURB STOP). IF THE HOMEOWNER IS UNABLE TO GRANT ACCESS DURING REGULAR WORKING HOURS HE/SHE WILL BE RESPONSIBLE FOR THE OVERTIME PAY RATE FOR A CREWPERSON TO DO THE REPAIR OR REPLACEMENT OF THE METER AFTER HOURS.

SEASONAL METER SERVICES REQUIRING ANNUAL INSTALLATION AND REMOVAL OF METERS WILL BE DONE AT THE DISTRICTS CONVENIENCE FOR A FEE. NOTICE BY PHONE, EMAIL, OR IN WRITING SEVEN (7) DAYS IN ADVANCE IS REQUIRED FOR EITHER REMOVAL OR INSTALLATION EACH SEASON. ANY INSTALLATION OR REMOVAL OF THE METER REQUIRING AN APPOINTMENT FOR A SPECIFIC DAY AND TIME, OR REQUIRING THE DISTRICT PERSONNEL TO MEET WITH SOMEONE, OR TO ACQUIRE A KEY FROM A THIRD PARTY WILL BE CHARGED THE REGULAR FEE PLUS A SERVICE CHARGE.

NEW METERS AND HEADS ARE PAID FOR AT THE TIME OF APPLICATION FOR A WATER SERVICE, ALONG WITH ANY OTHER APPROPRIATE FEES. PROPERTY OWNER'S REQUESTING METERS 1" X 1", 1 1/2" X 1 1/2", OR 2" X 2" AT THE TIME OF APPLICATION WILL PAY ALL APPROPRIATE FEES AND THE ESTIMATED COST OF THE METER REQUESTED. THE FINAL BALANCE WILL BE BILLED TO THE OWNER'S ACCOUNT UPON COMPLETED INSTALLATION. THAT WILL INCLUDE CURRENT COST OF METER AND ANY NEEDED PARTS TO INSTALL METER.

IT IS THE PROPERTY OWNERS RESPONSIBILITY TO PROTECT THE METER AND HEAD. ANY DAMAGE DUE TO FREEZING, NEGLIGENCE, OR ACCIDENT WILL BE REPAIRED OR REPLACED AT THE PROPERTY OWNER'S EXPENSE.

ALL METER HEADS AND BASES 5/8" X 3/4" TO 2" X 2" ARE THE PROPERTY OF BOURNE WATER DISTRICT AND WILL BE CHANGED AT THE EXPENSE OF THE DISTRICT.

ALL METER BASES 5/8" X 3/4" and 3/4" X 3/4" WILL BE CHANGED APPROXIMATELY EVERY SEVEN (7) YEARS AT NO COST TO THE PROPERTY OWNER!

ALL METER BASES 1" X 1", 1 1/2" X 1 1/2", and 2" X 2" WILL BE CHANGED APPROXIMATELY EVERY FIVE (5) YEARS AT NO COST TO THE PROPERTY OWNER!

METERS 5/8" X 3/4", 3/4" X 3/4", OR 1" X 1" THAT ARE BEHIND PARTITIONS, WALLS, OR ANY COVERINGS THAT ENCLOSE THE METER MUST HAVE AN OPENING 24" X 24" TO ALLOW THE TECHNICIAN CLEAR AND UNOBSTRUCTED ACCESS TO THE HOUSE STREET SIDE VALVE, METER COUPLINGS, AND HOUSE SIDE VALVE!

METERS 1 1/2" X 1 1/2" OR 2" X 2" THAT ARE BEHIND PARTITIONS, WALLS, OR ANY COVERINGS THAT ENCLOSE THE METER MUST HAVE AN OPENING 36" X 36" TO ALLOW THE TECHNICIAN CLEAR AND UNOBSTRUCTED ACCESS TO THE HOUSE STREET SIDE VALVE, METER COUPLINGS, AND HOUSE SIDE VALVE!

ANY NEW CONSTRUCTION, PLUMBING REMODELING, OR UPDATES MUST HAVE A WORKING HOUSE SIDE VALVE IN PLACE TO PREVENT BACK SIPHONING OF THE HOUSE PLUMBING, FIXTURES AND APPLIANCES WHEN THE METER IS REMOVED OR INSTALLED!

ANY METER LARGER THAN 2" IS OWNED BY THE PROPERTY OWNER! ANY LARGE METER GREATER THAN 2" MUST BE TESTED IN PLACE APPROXIMATELY EVERY 3 YEARS BY A METER TESTING COMPANY SUPPLIED AND APPROVED BY BOURNE WATER DISTRICT. THE PROPERTY OWNER WILL BE BILLED FOR THE TEST AND ANY PARTS OR LABOR REQUIRED TO MAKE THE METER REGISTER ACCURATELY!

ANY LARGE METER GREATER THAN 2" MUST HAVE A LOW FLOW METER BUILT IN OR HAVE A LOW FLOW METER WORKING IN CONJUNCTION WITH THE LARGE METER!

1 1/2" X 1 1/2" and 2" X 2" METERS THAT HAVE NO FLANGE FITTINGS OR BALL VALVES ON BOTH SIDES OF THE METER MUST BE UPDATED TO THIS STANDARD. THE OWNER WILL BEAR THE COST OF PARTS, AND BWD WILL BEAR THE COST OF LABOR OF THIS UPGRADE. CURRENT PLUMBING CODE REQUIRES VALVES BEFORE AND AFTER THE METER!

WHEN 1" X 1", 1 1/2" X 1 1/2", OR 2" X 2" METERS ARE CHANGED, THEY ARE SUBJECT TO A CROSS CONNECTION SURVEY. IF BWD DETERMINES THAT THE SERVICE DOES NOT WARRANT A LARGE METER, THE OWNER WILL BE NOTIFIED. THE DOWNSIZING WILL BE DONE AT THE EXPENSE OF BWD FOR BOTH PARTS AND LABOR. IF IN THE FUTURE THE LARGER METER IS NEEDED, THE DISTRICT WILL CONVERT BACK TO THE LARGER METER AT BWD'S EXPENSE FOR PARTS AND LABOR.

METER PIT POLICY - JUNE 2012

PROPERTIES THAT REQUIRE A METER PIT:

- ANY PROPERTY WITH A DISTANCE OF 100' OF GREATER FROM THE FOUNDATION TO THE PROPERTY LINE.
- ANY HOUSE WITH NO CELLAR OR ONLY A CRAWL
- ANY RAISED HOUSE WITHOUT FOUNDATION, OR HOUSE ON STILTS.
- ANY HOUSE REQUIRING A SERVICE TO A PROPERTY THAT DOES NOT HAVE FRONTAGE ON A ROAD WITH A WATER MAIN.
- PROPERTIES USED BETWEEN OCTOBER 1st - MAY 1st WITH A SEASON SET-UP (Where Meter is **unprotected and vulnerable** to freezing)

THE BOURNE WATER DISTRICT (BWD) WILL INSTALL METER PITS AT THE OWNERS EXPENSE. IF A PROPERTY OWNER PREFERS TO INSTALL HIS/HER OWN METER PIT IT MUST BE DONE ACCORDING TO BWD SPECIFICATIONS AND INSPECTED BY THE BWD. THE PROPERTY OWNER WILL BE BILLED AT THE CURRENT INSPECTION RATE.

METER PITS MAY BE INSTALLED AT THE PROPERTY OWNER'S REQUEST AND EXPENSE. THIS ALLOWS THE CUSTOMER TO CONTROL THE WATER SERVICE FROM THE HOUSE SIDE SERVICE VALVE (CURB STOP) TO THE HOUSE AT ANYTIME.

ANY METER PIT DEEMED TO BE SUB-STANDARD TO THE CURRENT SPECIFICATIONS IN PLACE REGARDING METER PITS SHALL BE REPLACED. EITHER BY BWD OR THE PROPERTY OWNER'S CONTRACTOR. IF A PROPERTY OWNER PREFERS TO INSTALL HIS/HER OWN METER PIT IT MUST BE DONE ACCORDING TO BWD SPECIFICATIONS AND INSPECTED BY THE BWD. THE PROPERTY OWNER WILL BE BILLED AT THE CURRENT INSPECTION RATE.



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS TUESDAY, JUNE 14, 2012

8:30 A.M. Convene meeting – Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following:

Minutes:

MAY 15, 2012 Regular Session

MAY Commitment

AGENDA

Regular Session

NEW BUSINESS

1. Review draft policy for large meter replacements
2. Request for abatement – Gail Foley 15 Dollins Rd.
3. Tom Donovan – Henry Dr.
4. Lawsuit between CLF vs. EPA
5. Water Main Installation Policy Review

SUPERINTENDENTS REPORT

To Town Clerk Please Post:

6/8/12 @ 4:20 PM

2012 JUN 8 PM 4 23
TOWN CLERK'S OFFICE
BOURNE, MASS

COMMISSIONER'S MEETING JUNE 14, 2012

2012 JUL 23 AM 10 46
TOWN CLERK'S OFFICE
BOURNE, MASS

THE MEETING WAS DULY POSTED

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT; COMMISSIONERS BRIAN HANDY AND MICHAEL LYONS, SUPERINTENDENT ANDREW CAMPBELL AND CLERK/TREASURER NANCY WARD.

THE BOARD SIGNED THE WARRANT, COMMITMENT AND ABATEMENT LIST AND THE WARRANT FOR THE SPECIAL DISTRICT MEETING ON JULY 5, 2012.

MRS. WARD PRESENTED A LETTER FROM GAIL FOLEY OF 15 DOLLINS RD. REQUESTING AN ABATEMENT OF AN INVOICE. MS. FOLEY HAD CALLED THE DISTRICT AT 4:30 ON APRIL 4, 2012 BECAUSE SHE HAD NO WATER. JOHN ENGLISH RESPONDED TO THE CALL AND FOUND THE HOUSE VALVE WAS TURNED OFF. WHEN HE TURNED IT BACK ON HE FOUND THE WATER HEATER WAS LEAKING. SHE HAD NO IDEA WHO TURNED IT OFF. MRS. WARD STATED THAT MS. FOLEY SEEMS TO BE VERY ILL AND QUITE CONFUSED.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO ABATE THE INVOICE.

THOMAS DONOVAN JOINED THE MEETING AT 8:40 A.M.

HE STATED THAT HE HAD HAD SOME DISCUSSION WITH MR. CAMPBELL REGARDING HIS SUBDIVISION ON HENRY DRIVE AND WAS LOOKING FOR GUIDANCE FROM THE BOARD. HE SAID THAT HIS PRESENT TENANT'S BUSINESS, HYDROID, HAD GROWN AND HE WAS IN THE PROCESS OF SELLING THEM SOME LAND WHERE THEY WILL BUILD A LARGER FACILITY. HE STATED IN 2006 THE BOARD HAD APPROVED A PLAN THAT HE PRESENTED FOR THE AREA. THE ONLY CHANGES ARE THAT THREE OF THE LOTS HAVE BEEN COMBINED INTO ONE, WHICH IS WHERE HYDROID IS PLANNING TO BUILD, AND THE ROAD HAS BEEN SHORTENED. THERE WAS NO MENTION AT THE TIME THAT THE MAIN NEEDED TO BE LOOPED INTO SPINNAKER LN. IN FACT IN THE 1990'S MR. MARKS HAD ASKED HIM FOR AN EASEMENT, WHICH HE GRANTED, WHICH MR. MARKS HAD STATED WAS TO BE USED FOR THE DISTRICT TO CONNECT THE MAINS AT THE DISTRICT'S EXPENSE.

MR. CAMPBELL STATED THE WATER MAIN INSTALLATION SPECIFICATIONS HAVE BEEN UPDATED SINCE 2006 AND REQUIRE THAT THERE BE NO MORE DEAD END MAINS INSTALLED WHICH IS IN KEEPING WITH D.E.P. REGULATIONS TO AVOID STAGNANT WATER. IN ORDER TO FOLLOW THE NEW REGULATIONS MR. DONOVAN WOULD HAVE TO LOOP THE MAIN TO SPINNAKER LANE. THE PLAN THAT WAS APPROVED IN 2006 HAS BEEN CHANGED AND YOU ARE PRESENTING A NEW PLAN, WHICH IS SUBJECT TO THE CURRENT REGULATIONS.

MR. DONOVAN STATED HE DID NOT FEEL THAT WAS FAIR OR CORRECT. THERE IS NO OTHER SUBDIVISION I CAN FIND THAT HAS HAD TO DO THIS AND HE DID NOT FEEL HE SHOULD BE RESPONSIBLE TO PAY FOR WHAT THE WATER DISTRICT WANTS IN THE FUTURE. HE SAID HE DIDN'T THINK IT FAIR THAT HE BE THE FIRST PERSON SUBJECT TO THE NEW SPECS. HE SAID HE WILL BE INSTALLING A 700 FOOT WATER MAIN AND THE DISTRICT IS NOW ASKING THAT HE INSTALL AN EXTRA 350 FEET TO LOOP INTO SPINNAKER. HE SAID HE IS ALL FOR WORKING WITH THE DISTRICT BUT THE USAGE AT HYDROID WILL BE HIGH AND THEREFORE THERE WOULD NOT BE AN ISSUE WITH STAGNANT WATER.

COMMISSIONER'S MEETING JUNE 14, 2012

MR. LYONS STATED THAT THE SPECIFICATIONS HAVE CHANGED AND WE ARE TRYING TO AVOID DEAD END MAINS AND THE FLUSHING SITUATION THAT THEY CREATE. THE RATEPAYER'S HAVE TO ABSORB THE COST OF FLUSHING THE MAINS. THERE IS ALSO THE ISSUE OF INCREASED FLOW FOR FIRE PROTECTION WHEN THE MAINS ARE LOOPED. MR. HANDY STATED YOU ARE NOT THE FIRST PERSON THAT HAS HAD TO FOLLOW THE NEW REGULATIONS, WE WORKED WITH BROOKSIDE FOR A LONG TIME TO CREATE A FUTURE LOOP TO THE WATER MAIN.

MR. DONOVAN STATED THAT BENJAMIN NYE CIRCLE IS NOT LOOPED AND HE HAD A FIRE IN HIS BUILDING AT #5. THERE WAS NO LACK OF FLOW WHEN THE FIRE SPRINKLER WENT OFF, WHICH SAVED THE BUILDING BUT RUINED EVERYTHING INSIDE.

MR. CAMPBELL STATED THAT IF YOU WANT TO BUILD ACCORDING TO THE PLAN PRESENTED IN 2006 WE ARE OBLIGATED TO ALLOW THE DEAD END MAIN, BUT IF YOU ARE PRESENTING A NEW PLAN IT FALLS UNDER THE NEW REGULATIONS.

MR. DONOVAN SHOWED THE BOARD THE PLAN OF THE SUBDIVISION PRESENTED IN 2006 AND THE NEW PLAN.

MR. LYONS SUGGESTED THAT RATHER THAN HAVE TO LOOP ALL THE WAY BACK TO SPINNAKER, WHY NOT SEE IF YOU CAN GET AN EASEMENT AND CONNECT HENRY DRIVE TO KATIE MARIE DRIVE WHICH IS A MUCH SHORTER DISTANCE.

MR. DONOVAN SAID HE COULD WORK WITH THAT SUGGESTION AND ASKED THE BOARD TO TABLE THE DISCUSSION SO THAT HE COULD INVESTIGATE GETTING AN EASEMENT TO MAKE THAT CONNECTION. THE BOARD AGREED AND MR. DONOVAN LEFT THE MEETING AT 9:10AM.

MR. CAMPBELL PRESENTED THE DRAFT FOR THE POLICY REGARDING REPAIR AND REPLACEMENT OF LARGER METERS AS WELL AS THE POLICY FOR METER PITS AND MAIN INSTALLATIONS.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE REVISIONS AND ALL THREE POLICIES ARE ATTACHED TO THE MINUTES WITH THE REVISIONS HIGHLIGHTED. THEY ALSO VOTED TO REFUND THE ACCOUNTS OF THE FOUR METERS CHANGED IN 2012 AND CHARGED FOR THE REPLACEMENT WHICH WERE IHOP, POCASSET MACHINE CORP., STEPHEN MCCARTHY AND ALAN BELLOS.

SUPERINTENDENT'S REPORT

MR. CAMPBELL STATED THAT HE HAD DECIDED TO MAKE SEAN VENTURA FOREMAN WITH A SIX MONTH PROBATIONARY PERIOD. HE REQUESTED A \$1.00 PER HOUR RAISE FOR MR. VENTURA WITH A REVIEW OF HIS COMPENSATION IN SIX MONTHS.

THE BOARD GRANTED THE RAISE AND REQUESTED THAT MR. VENTURA BE SENT FOR TRAINING IN PERSONNEL MANAGEMENT.

MR. CAMPBELL STATED THAT MR. MONTVILLE'S HEALTH IS DECLINING AND IS AT HOME WITH HOSPICE COMING IN. MRS. WARD STATED THAT SOME OF US HAVE BEEN DONATING SICK TIME TO HIM IN ORDER TO GET HIM TO HIS RETIREMENT DATE AND ASKED THE BOARD IF THEY WOULD WAIVE THE 120 PER YEAR CAP AS MR. CAMPBELL HAS DONATED THAT AMOUNT ALREADY BUT IS THE ONLY ONE WITH ADEQUATE TIME TO DONATE IF HE DESIRED TO DONATE MORE.

THE BOARD AGREED TO WAIVE THE CAP IN THIS CIRCUMSTANCE.

COMMISSIONER'S MEETING JUNE 14, 2012

MR. CAMPBELL STATED THAT THE CATAUMET GARDENS PROJECT WILL BE COMING FORWARD SOON. THEY ARE PLANNING 5 BUILDINGS WITH 13 APARTMENTS AND RETAIL SPACE ON THE FIRST FLOORS OF THE BUILDINGS. I HAVE MET WITH THEIR ENGINEER AND THEY ARE PLANNING AN 8" MAIN LOOPED BACK WITH A HYDRANT.

THE OLD "THE SHOE PLACE IS BECOMING A GARDENING SPECIALTY SHOP AND AT NIGHT THEY WILL BE TEACHING GOURMET COOKING.

THE CITGO STATION IS PLANNING AN EXPANSION AND AN EXTENSION OF THEIR MAIN FOR A CONVENIENCE STORE. MR. LYONS SAID BEFORE WE APPROVE THAT THEY BETTER GET RID OF THOSE BUSHES AROUND THE HYDRANT.

THERE IS A PROJECT IN THE WORKS TO MAKE THE OLD COLONY MOVING BUILDING INTO APARTMENTS.

MR. HANDY MADE A MOTION TO ADJOURN, MR. LYONS SECONDED THE MOTION AND THE MEETING ADJOURNED AT 10:20AM.

RESPECTFULLY SUBMITTED,



NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS



BRIAN S. HANDY, CHAIRMAN



MICHAEL R. LYONS



PETER R. WAY

SPECIAL DISTRICT MEETING WARRANT, JULY 5, 2012

TO ONE OF THE CONSTABLES OF THE TOWN OF BOURNE, COUNTY OF BARNSTABLE:

GREETINGS:

YOU ARE HEREBY REQUIRED AND DIRECTED TO NOTIFY AND WARN THE VOTERS OF THE TOWN OF BOURNE, RESIDING WITHIN THE TERRITORY COMPRISING THE BOURNE WATER DISTRICT TO MEET AT THE :

BOURNE WATER DISTRICT
211 BARLOWS LANDING ROAD, POCASSET, MASSACHUSETTS

THURSDAY, JULY 5, 2012 AT 7:00 P.M.


THEN AND THERE TO ACT UPON THE FOLLOWING ARTICLE:

ARTICLE 1. TO SEE IF THE DISTRICT WILL VOTE TO TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR LEGAL AND ENGINEERING EXPENSES AS DEEMED NECESSARY BY THE BOARD OF WATER COMMISSIONERS, OR ACT ANYTHING THEREON.

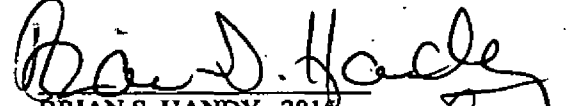
AND YOU ARE HEREBY DIRECTED TO SERVE THIS WARRANT BY POSTING TRUE AND ATTESTED COPIES THEREOF IN THE POST OFFICES OF SAID DISTRICT, (7) SEVEN DAYS, AT LEAST, BEFORE THE TIME OF SAID MEETING.

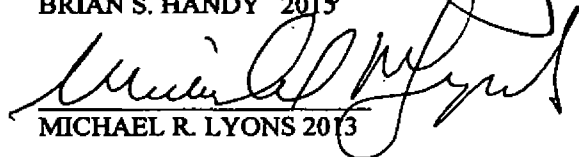
GIVEN UNDER OUR HANDS THIS 14th DAY OF JUNE, 2012

I certify this to be a true and attested copy.


Nancy Ward
District Clerk

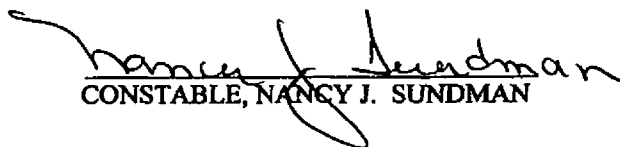
SIGNED:
THE BOARD OF WATER COMMISSIONERS


BRIAN S. HANDY 2013


MICHAEL R. LYONS 2013

PETER R. WAY 2014

BARNSTABLE SS JUNE 21, 2012. I HEREBY CERTIFY THAT I HAVE PUBLISHED THE WARRANT BY POSTING ATTESTED TRUE COPIES IN THE BOURNE TOWN HALL AND IN THE POST OFFICES OF BOURNE, MONUMENT BEACH, POCASSET, CATAUMET, AND SOUTH SAGAMORE, MASSACHUSETTS.


CONSTABLE, NANCY J. SUNDMAN

2012 JUN 21 PM 12 17
TOWN CLERK'S OFFICE
BOURNE, MASS

REPORT OF THE SPECIAL DISTRICT MEETING JULY 5, 2012

THE BOARD OF WATER COMMISSIONERS, MICHAEL R. LYONS AND PETER R. WAY WERE PRESENT.

THE BOARD OF WATER COMMISSIONERS APPOINTED ANDREW CAMPBELL. MODERATOR FOR THE EVENING. CLERK, NANCY WARD ADMINISTERED THE OATH OF OFFICE TO MR. CAMPBELL.

THE MEETING WAS CALLED TO ORDER AT 7:00 PM BY MODERATOR ANDREW CAMPBELL.

MR. CAMPBELL READ THE GREETING OF THE WARRANT AND NOTED THAT THE WARRANT WAS SIGNED BY THE BOARD OF WATER COMMISSIONERS, CERTIFIED BY THE DISTRICT CLERK AND DULY POSTED IN ACCORDANCE WITH THE DISTRICT BYLAWS BY CONSTABLE NANCY J. SUNDMAN. MR. CAMPBELL NOTED THAT A QUORUM WAS PRESENT.

MR. CAMPBELL READ ARTICLE 1:

ARTICLE 1. TO SEE IF THE DISTRICT WILL VOTE TO TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR LEGAL AND ENGINEERING EXPENSES AS DEEMED NECESSARY BY THE BOARD OF WATER COMMISSIONERS, OR ACT ANYTHING THEREON.

MR. LYONS SAID I MOVE THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (LEGAL AND ENGINEERING DUE TO CONTAMINATION VOTED AS ARTICLE 2 AT A SPECIAL DISTRICT MEETING HELD ON SEPTEMBER 14, 2004) THE SUM OF \$44,735.93 TO BE USED FOR LEGAL AND ENGINEERING EXPENSES AS DEEMED NECESSARY BY THE BOARD OF WATER COMMISSIONERS.

MR. WAY SECONDED THE MOTION, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

MR. LYONS MADE A MOTION TO ADJOURN THE MEETING MR. WAY SECONDED THE MOTION AND THE MODERATOR ADJOURNED THE MEETING AT 7:03 PM.

RESPECTFULLY SUBMITTED,

Nancy Ward

NANCY WARD
DISTRICT CLERK

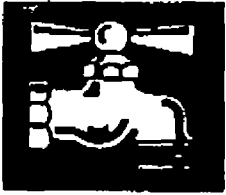
APPROVED:
BOARD OF WATER COMMISSIONERS

Brian S. Handy
BRIAN S. HANDY, CHAIRMAN 2015

Michael R. Lyons
MICHAEL R. LYONS 2015

Peter R. Way
PETER R. WAY 2015

2012 JUL 23 AM 10 46
TOWN CLERK'S OFFICE
BOURNE, MASS



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

**MEETING NOTICE
BOURNE WATER DISTRICT BOARD OF WATER
COMMISSIONERS
THURSDAY, July 19, 2012**

8:30 A.M. Convene meeting – Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following:
Minutes:
June 14, 2012 Regular Session
Report of the Special District Meeting
Reserve fund transfer

JUNE Commitment

AGENDA
Regular Session

NEW BUSINESS

1. Cataumet Gardens Development 1379 Route 28A
Approval of water main extension and waiver regarding greater than 40% coverage in a water resource district
2. Reserve fund transfer to Testing Water Samples \$251.70

SUPERINTENDENTS REPORT

To Town Clerk Please Post: Faxed 7/12/12 9:45 AM

2012 JUL 12 AM 9 37
TOWN CLERK'S OFFICE
BOURNE, MASS

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING JULY 19, 2012**

2012 AUG 9 AM 11 06
TOWN CLERK'S OFFICE
BOURNE, MASS

THE MEETING WAS DULY POSTED

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT: COMMISSIONERS BRIAN HANDY, MICHAEL LYONS AND PETER WAY, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

THE BOARD SIGNED THE MINUTES OF THE PREVIOUS MONTHS COMMISSIONERS MEETING, THE REPORT OF THE SPECIAL DISTRICT MEETING HELD ON JULY 5, 2012, THE WARRANT, COMMITMENT AND ABATEMENTS.

MR. CAMPBELL PRESENTED THE BOARD WITH A LETTER FROM FALMOUTH ENGINEERING (on file) REQUESTING THE BOARD APPROVE A MAIN EXTENSION FOR THEIR PROJECT, CATAUMET GARDENS, LOCATED AT 1379 ROUTE 28A AS WELL AS A LETTER (on file) REQUESTING A WAIVER AS THEY ARE PLANNING A PARKING LOT WHICH EXCEEDS THE 40% MAXIMUM FOR IMPERVIOUS SURFACE ON THE LOT, WHICH IS IN THE WATER RESOURCE AREA. MR. CAMPBELL SHOWED THE BOARD A SITE PLAN AREA AS WELL AS PLANS FOR THE WATER SYSTEM. HE EXPLAINED THERE WILL BE 5 STRUCTURES GOING IN THE FIRST BUILDING WILL HAVE 3 FLOORS AND THE FIRST LEVEL WILL BE OFFICE AND RETAIL SPACE WITH APARTMENTS ABOVE ON THE UPPER TWO FLOORS. THE SECOND AND THIRD BUILDING HAVE TWO LEVELS WITH OFFICE AND RETAIL SPACE ON THE FIRST FLOORS AND APARTMENTS ON THE UPPER LEVEL AND THEN TWO GARAGES WILL BE BUILT FOR VEHICLES AND RETAIL STORAGE AND THERE WILL BE APARTMENTS ABOVE THEM.

MR. WAY ASKED HOW THE IMPERVIOUS SURFACE AFFECTED US. MR. CAMPBELL STATED THAT HE DID NOT FEEL THERE WOULD BE AN EFFECT AS THEY ARE CONSTRUCTING A CATCH BASIN SYSTEM THAT CONTAINS ABSORBENT MATERIAL SO THAT ANY RUN OFF CONTAINING OIL OR OTHER MATERIALS WOULD BE CONCENTRATED IN ONE AREA. THERE WOULD BE CONCERN IF THE PROPERTY WAS UP GRADIENT OF A WELL FIELD BUT THIS PROPERTY IS DOWN GRADIENT OF OUR SUPPLY AND POSES NO DANGER TO OUR WELL FIELD. MR. LYONS STATED THAT THE ISSUE WITH THE IMPERVIOUS SURFACE IS THAT DIRT ACTS AS A FILTER, CATCH BASINS ARE CONSIDERED INJECTION POINTS.

MR. CAMPBELL STATED THAT THEY WILL COME INTO THE PROPERTY WITH AN 8" LINE TO A HYDRANT AND THEN COME BACK OUT TO 28A WITH A 6" LINE. THEY WILL BE 6' AWAY FROM THE SEPTIC SYSTEM RATHER THAN 10 FEET BUT HAVE AGREED TO PUT IN DUCTILE IRON MAIN WITH A RESTRAINING BAG SYSTEM FOR THE JOINTS. THIS IS ONLY IN AN AREA THAT IS RESERVED FOR FUTURE USE BUT THE MAIN WILL BE PROTECTED. HE STATED THAT THEY HAVE AGREED TO DO ANYTHING WE REQUIRE TO THE WATER SYSTEM AND HAVE REVISED THE PLANS TO OUR REQUIREMENTS. MY RECOMMENDATION IS TO APPROVE THE PROJECT.

MR. LYONS MADE A MOTION TO APPROVE THE REQUEST FOR CONNECTION TO DISTRICT WATER AND TO WAIVE THE 40% IMPERVIOUS SURFACE RULE, MR. HANDY SECONDED THE MOTION AND THE BOARD VOTED UNANIMOUSLY TO ALLOW THE CONNECTION AND TO GRANT A WAIVER ON THE 40% IMPERVIOUS SURFACE RULE.

SUPERINTENDENTS REPORT

MR. CAMPBELL STATED THAT MRS. MONTVILLE HAD SENT A NOTE THANKING THE BOARD AND THE EMPLOYEES FOR EVERYTHING THEY DID FOR HER FAMILY DURING DAVID'S ILLNESS AND DEATH.

**BORNE WATER DISTRICT
COMMISSIONER'S MEETING JULY 19, 2012**

MR. CAMPBELL STATED THAT THERE IS A PROBLEM WITH WATER PRESSURE AT THE MONUMENT BEACH MARINA WHICH HE BELIEVES IS DUE TO A BREAKDOWN OF THE LINE BETWEEN THE MAIN AND THE 1" LINE TO THE BUILDING. RUST PARTICLES ARE BEING INTRODUCED INTO THE SYSTEM AND CONTINUOUSLY PLUGGING THE METER. HE RECOMMENDED TO THE BOARD THAT WE INSTALL A NEW 6" MAIN SHORT OF THE BUILDING WITH A HYDRANT AT THE END OF THE LINE. WE WILL LEAVE A 2" SERVICE LINE FOR THE D.N.R. TO ATTACH TO AND TO PLUMB INTO THE BUILDING. D.N.R. IS PLANNING ON PAVING THE PARKING LOT SO IF WE DO THE WORK NOW WE WON'T HAVE TO PAY ANY PAVING CHARGES. MR. HANDY ASKED WHAT THE COST OF THE PROJECT WOULD BE. MR. CAMPBELL STATED THAT HE ESTIMATED THE COST TO BE ABOUT \$4,500. HE STATED THE FIRE DEPARTMENT HAS BEEN ASKING FOR A HYDRANT THERE FOR A LONG TIME IN ORDER TO BE ABLE TO WASH THEIR TRUCKS AFTER FOAM DRILLS. THEY HAD BEEN USING A HYDRANT AT GRAND UNION WHICH IS IN OUR WATER RESOURCE AREA.

THE BOARD AGREED THAT A NEW MAIN WITH A HYDRANT SHOULD BE INSTALLED BUT EXPRESSED CONCERN REGARDING THE WASHING OF THE FOAM OFF THE TRUCKS IN THAT AREA AND SUGGESTED MR. CAMPBELL SPEAK WITH THE FIRE DEPARTMENT IN THAT REGARD.

MR. CAMPBELL REPORTED THAT MR. VENTURA IS DOING WELL AS FOREMAN AND PICKING UP THE WORKLOAD, TAKING DIRECTION AND DIRECTING THE CREW TO DO DIFFERENT TASKS. THE CREW HAS BEEN ACCEPTING OF HIM IN THE POSITION AND IT IS RUNNING SMOOTHLY.

MR. CAMPBELL STATED THAT THE RESIDENTS ON COVE LANE ARE PLANNING TO PAVE THE ROAD AND ALTHOUGH THIS WAS NOT A MAIN REPLACEMENT HE HAD PLANNED AT THIS TIME, IT IS ON THE LIST FOR THE FUTURE. WE MAY WANT TO DO THIS NOW TO AVOID THE COST OF REPAVING. THEY HAVE A 4" TRANSITE MAIN WITH NO HYDRANT IN THE AREA. THE CLOSEST HYDRANT IS 1500-1800 FEET AWAY SO I THINK WE SHOULD INSTALL 2 HYDRANTS. MR. WAY ASKED IF THERE WERE SPECIFICATIONS REGARDING HYDRANT SPACING. MR. CAMPBELL STATED THEY ARE SUPPOSED TO BE 500 FEET APART UNLESS THEY WERE IN AN UNDEVELOPED AREA. HE SAID HE THINKS THAT BACK WHEN THE MAIN WAS PUT IN THERE WERE ONLY SUMMER COTTAGES AT THE BEGINNING OF COVE LANE SO THE RULE WAS NOT FOLLOWED. NOW ALL OF THOSE COTTAGES HAVE BEEN REPLACED WITH EXPENSIVE HOMES AND WE SHOULD HAVE BETTER FIRE PROTECTION. OTHER PLANNED MAIN REPLACEMENTS ARE ON LANTERN LANE AND THOMAS PHILBRICK ROAD. THE BOARD AGREED AS LONG AS THERE IS ADEQUATE FUNDS IN THE BUDGET.

MR. CAMPBELL REPORTED THAT MR. DONOVAN HAS REQUESTED AN EASEMENT FOR THE HYDROID PROJECT FROM THE OWNER ON KATIE MARIE DRIVE AND THERE WAS NO OBJECTION. HE ASKED ME TO SPEAK WITH HIM AND I WILL FOLLOW UP NEXT WEEK.

MR. CAMPBELL STATED THAT HE RECEIVED AN E-MAIL FROM REP. DAVID VIERRA STATING THAT THE LEGISLATION FOR WS-4 WAS ENGROSSED LAST NIGHT AND WILL BE ENACTED ON SHORTLY, FROM THERE IT MOVES BACK TO THE SENATE AND RIGHT THROUGH TO CONFIRMATION. THE DEADLINE IS JULY 30, 2012, WHEN THE SESSION ENDS SO I AM FAIRLY CONFIDENT THE IT WILL GO THROUGH BUT STILL A LITTLE NERVOUS.

MR. CAMPBELL SAID HE WOULD LIKE TO ADVERTISE FOR A NEW CREW MEMBER TO REPLACE DAVID MONTVILLE WITH A STARTING PAY OF \$18.50. MR. HANDY STATED THAT HE HAD HEARD FROM A CREW MEMBER THAT WE DID NOT NEED A REPLACEMENT IF THE MEN WORKED MORE EFFICIENTLY. MR. WAY STATED THAT IT IS AMAZING HOW MUCH MORE WE CAN DO WITH THE SAME NUMBER OF PEOPLE WHEN WE HAVE NO

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING JULY 19, 2012**

CHOICE. MR. CAMPBELL STATED THAT WE ARE GETTING EVERYTHING DONE BUT OUR ONGOING MAINTENANCE PROGRAMS ARE SUFFERING.

MR. LYONS STATED THAT WE MAY WANT TO THINK ABOUT A PART TIME OR SEASONAL PERSON. MRS. WARD STATED THAT THE PROBLEM WITH SEASONAL HELP IS THAT IF THEY ARE NOT STUDENTS THEY WILL COLLECT UNEMPLOYMENT WHEN THE SEASON IS OVER AND BEING SELF FUNDED WE ARE PAYING SOMEONE NOT TO WORK. MR. LYONS ASKED ABOUT CHECKING WITH THE VOCATIONAL SCHOOL FOR SOME INTERNS.

MR. HANDY STATED HIRING A NEW EMPLOYEE IS A LONG TERM COMMITMENT AND VERY COSTLY. I THINK WE SHOULD HOLD OFF AND CONSIDER WHETHER WE REALLY NEED A REPLACEMENT. THE REST OF THE BOARD AGREED.


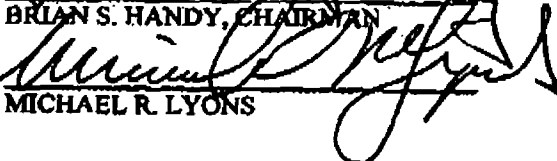
MR. HANDY ASKED IF THE ON CALL VEHICLES WENT HOME WITH THE ON CALL PERSON DAILY. MR. CAMPBELL STATED THAT IN ORDER TO RESPOND IN A TIMELY FASHION THE PERSON ON CALL TAKES THE VEHICLE HOME AND LEAVES THEIR PERSONAL VEHICLE AT THE SHOP. MR. HANDY STATED THE DISTRICT VEHICLES SHOULD NOT BE USED FOR PERSONAL USE BUT IN LEAVING ONE'S VEHICLE AT THE SHOP THERE IS NO WAY TO AVOID THAT. HE STATED THAT THIS IS AN ISSUE HE WOULD LIKE TO DISCUSS AT A FUTURE MEETING.

MR. LYONS MADE A MOTION TO ADJOURN, IT WAS SECONDED AND THE MEETING ADJOURNED AT 10:30 AM.

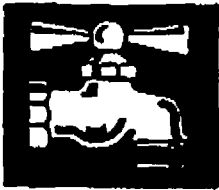
RESPECTFULLY SUBMITTED,


NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS


BRIAN S. HANDY, CHAIRMAN

MICHAEL R. LYONS


PETER R. WAY



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

2012 AUG 3 PM 4 08

TOWN CLERK'S OFFICE
BOURNE, MASS

MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS THURSDAY, August 9, 2012

8:30 A.M. Convene meeting – Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following:

Minutes:

July 19, 2012 Regular Session

JULY Commitment

AGENDA

Regular Session

NEW BUSINESS

1. WS-4 Legislation
2. Tax title issue with the Town of Bourne - Auditor recommendation
3. Wales Drive Two houses on same line now owned by different people

SUPERINTENDENTS REPORT

To Town Clerk Please Post: Faxed 8/03/12 4:15 PM

COMMISSIONER'S MEETING AUGUST 9, 2012

BORNE WATER DISTRICT

THE BOARD AGREED WITH MR. BLISS'S RECOMMENDATIONS AND VOTED UNANIMOUSLY TO SEND A LETTER TO THE DEPARTMENT OF REVENUE IN THAT REGARD.

MR. CAMPBELL REPORTED THAT THE HOUSES AT 15 AND 15A WALES DRIVE SHARE THE SAME SERVICE LINE. ORIGINALLY BOTH HOUSES WERE OWNED BY THE SAME FAMILY BUT THEY ARE NOW OWNED BY TWO DIFFERENT PARTIES. THE HOUSE IN THE BACK TEE'S OFF THE FRONT HOUSE'S SERVICE LINE ON THE LEFT OF THE HOUSE WHERE THE SEPTIC SYSTEM IS. THIS CAME TO LIGHT WHEN THE OWNER'S OF THE FRONT HOUSE WENT TO SHUT OFF THEIR WATER FOR THE SEASON AND THE PEOPLE IN THE BACK HOUSE HAD NO WATER. THE OWNER'S OF THE FRONT HOUSE HAVE REQUESTED THAT WE REQUIRE THE PEOPLE IN THE BACK HOUSE INSTALL THEIR OWN SERVICE LINE ALONG THE EDGE OF THE PROPERTY AND WILL GRANT AN EASEMENT FOR THAT PURPOSE. THEY WANT TO BE ABLE TO SHUT OFF THEIR WATER WHEN THEY LEAVE FOR THE WINTER. THEY HAVE ALREADY GRANTED A DRIVEWAY EASEMENT AS THE BACK HOUSE IS LANDLOCKED AND THAT IS THE ONLY WAY FOR THE OWNER TO GAIN ACCESS TO THEIR PROPERTY.

HE ASKED THE BOARD IF THEY FELT IT WOULD BE ACCEPTABLE TO REQUIRE THE OWNER OF THE BACK PROPERTY TO INSTALL A NEW SERVICE LINE OF THEIR OWN.

AFTER SOME DISCUSSION THE BOARD AGREED THAT WAS THE ONLY FAIR WAY TO SOLVE THE PROBLEM.

SUPERINTENDENT'S REPORT

MR. CAMPBELL STATED THAT HE ADDRESSED THE CONCERNS OF THE BOARD REGARDING, BREAKS, WORKING HOURS AND THE EFFICIENCY OF THE CREW AS WELL AS THE ON CALL DUTY.

HE STATED THAT HE HAD BEEN APPROACHED BY A HOMEOWNER FROM COVE LANE WHO IS PLANNING ON PUTTING AN ARTICLE ON THE TOWN MEETING WARRANT IN ORDER TO HAVE COVE LANE PAVED IN THE SPRING. THAT IS AN AREA THAT WE INTENDED TO REPLACE THE MAIN IN THE NEAR FUTURE AND IF THE TOWN IS DOING THE PAVING IT WOULD BE A GOOD IDEA TO COORDINATE THE MAIN REPLACEMENT BEFORE THAT AS IT WOULD SAVE US FROM HAVING TO PAVE THE DISTURBED AREA.

MR. CAMPBELL STATED THAT AT STATION 5 THE PH PROBE SITS 150' FROM THE STATION AND KEEPS GETTING HIT BY LIGHTNING. IT CHARGES THE PROBE AND THEN SENDS THE CHARGE IN AND FRIES THE PH ANALYZER. WE CAN'T PUT RESISTANCE ON IT BECAUSE THAT CHANGES THE PH BALANCE. I AM PLANNING ON CHANGING HOW WE SAMPLE PH AT THAT STATION WITH A CIRCULATOR SYSTEM LIKE WE USE AT STATION 1 AND 7 WHICH GIVE US MORE ACCURATE READINGS, IS EASIER TO CALIBRATE AND MAINTAIN AND IS LESS LIKELY TO BE HIT BY LIGHTNING.

MR. CAMPBELL STATED THAT THE RESIDENTS OF BEVERLY RD ARE ASKING FOR FIRE PROTECTION IN THE FORM OF AN ADDITIONAL HYDRANT IN THEIR AREA. I PROPOSED TWO POSSIBILITIES AT FIRST GLANCE. CONNECT AT THE END OF THE 6" MAIN ON PIER VIEW RD AND CONTINUE THAT MAIN TO THE END OF PIER VIEW AND MAKE A LEFT AND CARRY THE MAIN ACROSS THE FRONT JUST OFF THE SEA WALL. WHEN THE MAIN COMES TO BEVERLY RD THE MAIN MAKES A LEFT AND CONTINUES UP BEVERLY RD AND CONNECTS BACK INTO PIER VIEW RD. THE SECOND APPROACH WOULD BE TO CONNECT ONTO THE END OF PIER VIEW MAIN BUT GO ACROSS THE DRIVEWAYS OF E95 AND E1454 AND BACK UP BEVERLY TO PIER VIEW. IN BOTH DESCRIPTIONS A HYDRANT WOULD BE LEFT HALFWAY UP BEVERLY.

2012 OCT 16 AM 9 23
TOWN CLERK'S OFFICE
BORNE, MASS

COMMISSIONER'S MEETING AUGUST 9, 2012**BOURNE WATER DISTRICT****THE MEETING WAS DULY POSTED**

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT; COMMISSIONERS BRIAN HANDY AND MICHAEL LYONS, SUPERINTENDENT ANDREW CAMPBELL AND CLERK/TREASURER NANCY WARD.

THE BOARD SIGNED THE WARRANT AND COMMITMENT FOR JULY, 2012.

MR. CAMPBELL REPORTED THAT THE LEGISLATION FOR THE LEASE OF THE PROPERTY THAT WS-4 IS ON HAS BEEN PASSED BY THE LEGISLATURE AND SIGNED BY THE GOVERNOR. IT HAS BEEN SENT TO FISH AND GAME FOR THEM TO ISSUE THE LEASE. LEO HAS SET UP A MEETING FOR ALL THE PLAYERS ON AUGUST 22, 2012 TO INCLUDE FISH AND GAME, AFCEE, THE ARMY CORP AND THE ENVIRONMENTAL GROUPS IN ORDER TO GET A TIMELINE FROM THEM AS TO WHEN WE CAN GET STARTED. AFCEE HAS PUT A 24 MONTH TIME LIMIT TO FINISH THE PROJECT.

MR. HANDY SAID HE THOUGHT THE WHEN THE LEGISLATION WAS PASSED IT WAS A DONE DEAL. MR. CAMPBELL STATED THAT THE LEGISLATION ALLOWS FISH AND GAME TO LEASE THE PROPERTY, BUT THEY ACTUALLY HAVE TO ISSUE THE LEASE AS THEY ARE THE CUSTODIAN OF THE PROPERTY. THE ARMY CORPS IS ALSO INVOLVED. THE MILITARY SIGNED OFF IN THE PAST BUT THOSE PERMITS HAVE EXPIRED. HE STATED THAT BOTH REPRESENTATIVE VIEIRA AND SENATOR MURRAY HAVE SAID THEY WOULD INTERVENE IF FISH AND GAME DOES NOT MOVE QUICKLY.

MR. HANDY STATED THAT HE WOULD LIKE TO ATTEND THE MEETING ON THE 22ND.

MRS. WARD PRESENTED THE BOARD WITH A LETTER FROM ROBERT BLISS IN REGARDS TO THE TAX TITLE DISCREPANCY WITH THE TOWN OF BOURNE. SHE STATED THAT WHEN PEOPLE DON'T PAY THEIR TOWN TAXES AND DISTRICT TAXES THEY GO INTO TAX TITLE, IF THEY THEN PAY THEM WE GET OUR MONEY AND THE TOWN GETS THEIRS. IF THEY STILL DON'T PAY THEM THE TOWN FORECLOSES ON THE PROPERTY. IF THE TOWN THEN SELLS THE PROPERTY THE TOWN GETS THEIR TAX MONEY PLUS INTEREST AND COSTS AND WE GET OURS IF THERE IS ENOUGH LEFT OVER. IF THE TOWN DECIDES TO KEEP THE PROPERTY AND NOT SELL IT THEY DON'T GET THEIR MONEY AND WE DON'T GET OURS.

THE PROBLEM STARTED LAST YEAR AS IT WAS THE FIRST YEAR THE DOR EXPECTED TAX TITLE BALANCED BETWEEN THE TOWN AND THE DISTRICTS. THEIR BALANCE WAS \$63.36 AND OURS WAS OVER \$14,000. AFTER A LOT OF RESEARCH WHAT CAME TO LIGHT WAS THAT THE TOWN HAS NEVER, OR FOR AT LEAST 30 YEARS, NOTIFIED THE DISTRICT WHEN PROPERTIES WENT FROM TAX TITLE TO FORECLOSURE AND THEN TO POSSESSION.

WE WERE NOTIFIED WHEN PROPERTIES WENT INTO TAX TITLE AND WERE SENT PAYMENTS WHEN THE TAX TITLE WERE REDEEMED BUT WITHOUT NOTIFICATION OF WHEN A PROPERTY WAS MOVED FROM TAX TITLE TO FORECLOSURE THEN POSSESSION, THAT AMOUNT JUST STAYED IN TAX TITLE, THUS THE DISCREPANCY.

MR. BLISS SUGGESTED THE BOARD SEND A LETTER TO DOR AGREEING THAT THE BALANCES ARE UNCOLLECTABLE AND ASKING PERMISSION FROM THE DOR TO LET US WRITE OFF THESE BALANCES TO AGREE WITH THE TOWN AND GO FORWARD FROM THERE. EACH YEAR THE AMOUNT OF THE TAX TITLE IS DEDUCTED FROM OUR UNRESERVED SURPLUS REVENUE AND AFFECTS OUR FREE CASH BY THAT AMOUNT.

COMMISSIONER'S MEETING AUGUST 9, 2012

BOURNE WATER DISTRICT

IN MEETING WITH PAUL HE MENTIONED AN EASEMENT ALONG E436 AND E527 PROPERTIES AND A PROPOSAL WAS MADE TO CONNECT TO THE MAIN ON WINGS NECK RD AND RUN A NEW MAIN IN TO BEVERLY AND CONNECT BACK AT PIER VIEW RD. A HYDRANT WOULD COME OFF A BRANCH AND SIT AT THE CORNER OF E548 PROPERTY.

MR. HANDY AND MR. LYONS PREFERRED THE IDEA OF THE MAIN CONNECTING TO THE END OF THE 6" ON PIER VIEW RD LOOPING DOWN AROUND AND BACKUP UP BEVERLY AND EXITING OUT THE EASEMENT TO WINGS NECK ROAD AND THE HYDRANT BEING AT THE MIDWAY POINT OF BEVERLY RD IN THE MIDDLE OF E132 PROPERTY.

MR. HANDY MADE A MOTION TO ADJOURN, MR. LYONS SECONDED THE MOTION AND THE MEETING ADJOURNED AT 10:20AM.

RESPECTFULLY SUBMITTED.

Nancy Ward
NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS

Brian S. Handy
BRIAN S. HANDY, CHAIRMAN
Michael R. Lyons
MICHAEL R. LYONS

PETER R. WAY



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS FRIDAY, SEPTEMBER 21, 2012

2012 SEP 14 AM 8 20
TOWN CLERK'S OFFICE
BOURNE MASS

8:30 A.M. Convene meeting – Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following:

Minutes:

August 9, 2012 Regular Session

August Commitment and Abatements

AGENDA

Regular Session

NEW BUSINESS

1. WS-4 Timeline
2. Tom Donovan request to waive water main extension fee
3. Chris Sparadeo – Permanent Employee
4. Free Cash Certification FY12
5. Superintendent's request for merit raise for David Hope and Chris Sparadeo

SUPERINTENDENTS REPORT

To Town Clerk Please Post: Faxed 9/14/12 8:00 A.M.

**BOURNE WATER DISTRICT COMMISSIONER'S MEETING
SEPTEMBER 21, 2012**

THE MEETING WAS DULY POSTED

THE MEETING WAS POSTPONED UNTIL 10:00 AM AND MR. DONOVAN WAS NOTIFIED. PRESENT; COMMISSIONERS BRIAN HANDY AND PETER WAY, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

THE BOARD SIGNED THE MINUTES OF THE PREVIOUS MONTHS COMMISSIONERS MEETING, WARRANT, COMMITMENT AND ABATEMENTS.

THOMAS DONOVAN JOINED THE MEETING AT 10:10 MR. CAMPBELL PRESENTED THE BOARD WITH A LETTER FROM MR. DONOVAN REQUESTING THAT THE WATER MAIN EXTENSION FEE BE WAIVED FOR HIS CONSTRUCTION PROJECT ON HENRY DRIVE CITING THE INCREASE IN THE COST OF THE PROJECT DUE TO THE NEW REGULATIONS REQUIRING THAT ALL MAINS BE LOOPED.

HE STATED THAT THE NEW REGULATIONS INCREASE THE COST OF THE PROJECT BY \$14,000. YOU GAVE ME PERMISSION BEFORE TO RUN AN 8" DEAD END MAIN IN 2008. I GAVE YOU AN EASEMENT AND INSTALLED GATES WITH THE UNDERSTANDING THAT WHEN THE PROJECT WAS DONE, ACCORDING TO THE PRIOR SUPERINTENDENT, RALPH MARKS, THE DISTRICT WOULD PAY TO HOOK INTO SPINNAKER. MR. CAMPBELL STATED THAT MR. DONOVAN APPLIED FOR SERVICE IN 2006, NEVER PAID THE FEES AND DID NOT GO AHEAD WITH THE PROJECT.

MR. HANDY STATED THAT THIS IS A SET FEE FOR A MAIN EXTENSION AND IF WE DON'T CHARGE YOU WE CAN'T JUSTIFY CHARGING ANYONE ELSE. YOU HAD THE OPPORTUNITY TO PUT THE MAIN IN UNDER THE OLD RULES BUT YOU DIDN'T DO IT. THE RULES HAVE CHANGED. LOOPING THE MAIN IS A REQUIREMENT NOT A CHOICE.

MR. DONOVAN STATED THAT HE IS ENDING UP CONNECTING FOR THE BENEFIT OF KATY MARIE DR. AND THE BOURNE WATER DISTRICT RATHER THAN MY PROPERTY. HYDROID WILL BE A LARGE WATER USER. AT THE END OF THE DAY WE NEED TO WORK TOGETHER FOR THE COMMON GOOD. I DON'T FEEL IT'S TOO MUCH TO ASK FOR AN ABATEMENT OF THE EXTENSION FEE. IT'S NOT HELPING MY ROAD ANY AND THEN WE TURN AROUND AND GIVE YOU THE MAIN. I THINK IT'S ONLY FAIR AND THE DISTRICT SHOULD SUPPORT IT.

MR. CAMPBELL STATED THAT HIS AREA WOULD BENEFIT IN THAT THE LOOP WOULD CREATE BETTER FIRE FLOW AND BETTER WATER QUALITY. YOU HAD THE OPTION TO CONNECT TO SPINNAKER LN. AND THE CONNECTION TO KATIE MARIE DRIVE SAVES YOU CONSIDERABLE MONEY AND THE TAP FEE.

MR. DONOVAN STATED HE FELT THAT WAS INCORRECT AND THE BOURNE WATER DISTRICT SHOULD RUN THE PIPE TO SPINNAKER. HE SAID HE FELT HE WAS BEING SINGLED OUT AND TAKEN ADVANTAGE OF AND ASKED FOR A LIST OF OTHER AREAS THAT HAVE HAD TO FOLLOW THESE REGULATIONS. HE STATED THAT HE WOULD LIKE THE BOARD TO THINK ABOUT IT AND DECIDE WHEN THE WHOLE BOARD WAS THERE.

MR. CAMPBELL SAID HE WOULD PROVIDE A LIST OF THE SUBDIVISIONS REQUIRED TO LOOP THE MAIN SINCE THE POLICY WENT INTO EFFECT.

THE BOARD DECIDED TO TABLE THE DISCUSSION UNTIL THE NEXT MEETING.

**BORNE WATER DISTRICT COMMISSIONER'S MEETING
SEPTEMBER 21, 2012**

MR. CAMPBELL STATED THAT THE MEETING WITH REPRESENTATIVE VIEIRA, SENATOR MURRAY'S AIDE, JACKIE HERRIGAN, AND REPRESENTATIVES FROM THE DIVISION OF FISHERIES AND WILDLIFE, THE ARMY GUARD, D.E.P., THE CAMP EDWARDS ENVIRONMENTAL COMPLIANCE COMMISSION AND THE CAMP EDWARDS ENVIRONMENTAL READINESS CENTER HELD ON AUGUST 22, 2012 WENT WELL. ALL PARTIES INVOLVED SEEM TO BE READY TO MOVE FORWARD IN ORDER TO PREPARE THE LEASE FROM THE DIVISION OF FISHERIES AND WILDLIFE AS WELL AS THE LICENSE FROM THE ARMY CORP. REPRESENTATIVE VIEIRA TOOK THE PEOPLE FROM FISH AND GAME TO TASK BECAUSE THEY HAD STATED THAT WHEN THE LEGISLATION WAS PASSED THE LEASE WOULD BE READY TO SIGN.

HE STATED THAT HE WILL BE ATTENDING A MEETING AT THE FISH AND GAME LABORATORY IN TURNERS FALL NEXT WEEK AT WHICH TIME THE BOARD WILL VOTE TO MOVE FORWARD AND SEND A LETTER TO THE CORPS OF ENGINEERS SO THEY CAN RELEASE THE PERMIT THAT WILL ALLOW US TO GO FORWARD. MRS. WARD STATED THAT WE HAVE RECEIVED THE ARMY'S PORTION OF THE CONTRACT FUNDS AND ARE WAITING FOR AFCEB TO SEND THEIR PORTION.

MR. CAMPBELL STATED THAT DAVID HOPE HAS BEEN PUT INTO THE STATIONS AS OPERATOR AND HAS BEEN DOING A VERY GOOD JOB LEARNING TO TROUBLESHOOT AS WELL AS DOING THE DAILY STATION OPERATION AND RECORD KEEPING. HE PASSED THE TEST AND RECEIVED HIS T-1 LICENSE AND IS WORKING ON GETTING HIS LEARNER'S PERMIT FOR A CLASS A LICENSE. HE ASKED THE BOARD TO CONSIDER A \$1.00 MERIT RAISE FOR MR. HOPE.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO APPROVE THE RAISE FOR MR. HOPE.

MR. CAMPBELL STATED THAT THE NEWEST EMPLOYEE, CHRIS SPARADEO HAS BEEN HERE FOR 6 MONTHS AND I WOULD LIKE THE BOARD TO CONSIDER MAKING HIM A PERMANENT EMPLOYEE OF THE DISTRICT. HE IS A HARD WORKER AND WORKS VERY WELL WITH THE CREW. HE HAS GOTTEN HIS CLASS A LEARNER'S PERMIT AND IS GOING FOR HIS D-1 LICENSE SOON. HE ASKED THE BOARD TO APPROVE A 50 CENT MERIT RAISE FOR MR. SPARADEO

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO APPROVE THE RAISE FOR MR. SPARADEO AND MAKE HIM A PERMANENT EMPLOYEE OF THE DISTRICT.

MRS. WARD REPORTED THAT THE FREE CASH WAS CERTIFIED FOR FY12 AT \$622,793.

2012 NOV 15 AM 10 41
TOWN CLERK'S OFFICE
BORNE, MASS

**BORNE WATER DISTRICT COMMISSIONER'S MEETING
SEPTEMBER 21, 2012**

SUPERINTENDENTS REPORT

MR. CAMPBELL STATED THEY ARE TAPPING THE MAIN WEDNESDAY AT THE MONUMENT BEACH MARINA PROJECT, THE PARKING LOT IS ALREADY CUT.

IN REGARDS TO THE ISSUE ON WALES DRIVE , MR. WALTER VS MR. SOULE, MR. SOULE IS AT AN IMPASSE - FORD O'CONNOR ADVISED BWD TO DO NOTHING AND NOT BE INVOLVED.

WE WILL BE INSTALLING CROSS FEED BETWEEN CHAUNCY WAY AND SHIPYARD LN. TO GET BETTER FLOW BETWEEN BOTH ROADS .

IN REGARDS TO KATIE MARIE DR. TOM DONOVAN AND MIKE COTTI ARE- WORKING OUT DETAILS OF AN EASEMENT. I- MET WITH BOTH OF THEM AND USING A GATE ON END OF KATIE MARIE SAVES TOM DONOVAN MONEY AND CREATES BETTER FLUSH OF THE MAIN FOR BWD.

PAUL NUGENT MEET WITH MR. MARTIN AND MR. MARTIN WOULD ALLOW BWD TO CROSS HIS PROPERTY ON THE WATER SIDE AND AN EASEMENT TO DO THE PIER VIEW RD AND BEVERLY RD PROJECT.

MR. CAMPBELL STATED THE BASSETT'S ISLAND PROJECT STILL APPEARS TO BE MOVING FORWARD. DAVE SCOTT OF BAY STATE PIPING MET WITH THE PRINCIPLES OF THE BASSETT ISLAND PROJECT AND THEY ARE PLANNING AN 8" DIRECTIONAL DRILL LINE FROM MASSASOIT AVE TO THE ISLAND. THE OWNER WOULD MAINTAIN THE PIPE AND THE THREE HYDRANTS AFTER THE METER PIT.

MR. HANDY SUGGESTED A METER PIT ON THE ISLAND AS WELL AS ON THE MAINLAND SO WE COULD MAKE SURE THERE WAS NO LEAK ON THE MAIN IN THE FUTURE.

THERE IS A NEW FIRE LINE AND SERVICE LINE GOING IN TO NEW BUILDING AT THE UPPER CAPE TECH, WITH ROBERT OUR DOING WORK. I WILL BE DOING AN INSPECTION ON WEEKEND WHEN THE JOB IS DONE.

I HAVE BEEN WORKING TO GET ENTIRE CREW LICENSED FOR 2A EXCAVATOR. AS WELL AS WORKING TO UPGRADE BOB P AND DAVE H DISTRIBUTION LICENSE FROM IN TRAINING TO FULL LICENSE, AND JOHN'S TREATMENT LICENSE FROM IN TRAINING TO FULL LICENSE.

JOE GILLEN, FROM STILES CO WAS AT A RETIREMENT PARTY FOR HIM ON ELGIN RD AND THE CONVERSATION CAME UP ABOUT WATER. THE GROUP IN ATTENDANCE HAD NOTHING BUT PRAISE FOR OUR CREW AND HOW COURTEOUS, PROFESSIONAL, AND POLITE THEY WERE ON METER REPLACEMENT, SERVICE CALLS, OR EVERY DAY ENCOUNTERS. ALSO THE BIG GUY PAINTING THE HYDRANTS WAS VERY FRIENDLY AND POLITE.

THE LEAD & COPPER SAMPLING RESULTS HAVE IMPROVED OVER 2009, WITH LESS LEAD DETECTED AND LOWER COPPER RESULTS. THERE WAS ONE SAMPLE EACH WHERE A LEAD RESULT AND A COPPER RESULT EXCEEDED THE MCL , BWD IS STILL OK W/REGARDS TO THE 90% RULE AND WE ARE STILL IN COMPLIANCE. I HAVE CONTACTED THE INDIVIDUALS TO INSPECT THE PROPERTIES TO TRY AND FIGURE OUT WHY ONE

2012 NOV 15 AM 10 41
DOWN TOWN CLERK'S OFFICE
BORNE, MASS

**BOURNE WATER DISTRICT COMMISSIONER'S MEETING
SEPTEMBER 21, 2012**

WOULD HAVE AN ELEVATED LEAD COUNT AND ANOTHER PROPERTY WOULD HAVE AND
ELEVATED COPPER COUNT.

THE MEETING ADJOURNED AT 11:30 A.M.

RESPECTFULLY SUBMITTED



NANCY WARD
DISTRICT CLERK



BRIAN S. HANDY, CHAIRMAN

MICHAEL R. LYONS



PETER R. WAY



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

2012 OCT 4 AM 8 31
TOWN CLERK'S OFFICE
BOURNE, MASS

**MEETING NOTICE
BOURNE WATER DISTRICT BOARD OF WATER
COMMISSIONERS
TUESDAY, OCTOBER 9, 2012**

8:30 A.M. Convene meeting – Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following:
Minutes:
September 21, 2012 Regular Session

September Commitment and Abatements

AGENDA
Regular Session

NEW BUSINESS
1. Tom Donovan request to waive water main extension fee

SUPERINTENDENTS REPORT

To Town Clerk Please Post: Faxed 10/03/12 4:00 P.M.

**BOURNE WATER DISTRICT COMMISSIONER'S MEETING
OCTOBER 9, 2012**

THE MEETING WAS DULY POSTED

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT COMMISSIONERS BRIAN HANDY AND MICHAEL LYONS, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

THE BOARD SIGNED THE MINUTES OF THE PREVIOUS MONTHS MEETING, THE WEEKLY WARRANT AND THE SEPTEMBER COMMITMENT .

THOMAS DONOVAN JOINED THE MEETING AT 8:35AM. MRS. WARD GAVE HIM THE LIST OF RECENT SUB-DIVISION APPROVED BY THE BOARD ALL OF WHICH INCLUDED LOOPING THE MAIN. MR. DONOVAN STATED THAT IT IS HIS POSITION THAT HE WAS GIVEN PERMISSION TO INSTALL 700 FEET OF WATER MAIN AND NOW IS ONLY INSTALLING 450 FEET BUT HIS EXPENSES HAVE INCREASED WITH THE NEW REGULATIONS TO LOOP THE MAIN TO KATY MARIE DRIVE. HE SAID HE WAS GIVEN A PRICE OF \$26,400. FOR THE MAIN WORK. THE WATER USAGE WILL BE HIGH AT HYDROID AND THERE WOULD BE NO NEED FOR FLUSHING IF THE MAIN WEREN'T LOOPED. HE SAID HE HAS TRIED TO FIND COMMON GROUND WITH THE BOARD. ALL THAT I AM REQUESTING IS THE WATER MAIN EXTENSION FEE BE WAIVED. I AM SPENDING \$24,600 TO IMPROVE THE WATER QUALITY ON KATY MARIE DRIVE WITH LITTLE VALUE TO MY OWN PROPERTY. HE ASKED MR. CAMPBELL FOR A COPY OF THE D.E.P. REGULATIONS REGARDING LOOPED MAINS. HE STATED THE GOVERNOR OF THE STATE EXTENDED PERMIT FOR 2 YEARS AND THEN FOR ANOTHER TWO YEARS.

MR. CAMPBELL STATED THAT YOU RECEIVED APPROVAL FROM THE BOARD IN 2006 AND DID NOT GO AHEAD WITH THE PROJECT. YOU ALSO DID NOT PAY THE FEES AT THAT TIME. THE APPROVAL DOESN'T LAST FOREVER AND THE PROJECT HAS CHANGED. IF THE FEES HAD BEEN PAID AT THE TIME THIS WOULDN'T BE AN ISSUE. BY CONNECTING TO KATY MARIE DRIVE THE INCREASE IN FLOW, PRESSURE AND WATER QUALITY BENEFITS KATY MARIE DRIVE AS WELL AS YOURS.

MR. DONOVAN STATED YOU HAVE YOUR POSITION AND I HAVE MINE. YOU DON'T NEED TO GET A \$1,500. FEE WHEN YOU WILL BE GETTING \$26,400. IN MAINS.

MR. LYONS STATED THAT AT A MEETING SEVERAL MONTHS AGO THERE WAS A QUESTION AS TO LOOPING TO SPINNAKER AND YOU AGREED THIS WAS A BETTER OPTION

MR. DONOVAN STATED WHEN I ORIGINALLY GOT THE APPROVAL AND GAVE THE EASEMENT TO THE DISTRICT I WAS TOLD BY THE PRIOR SUPERINTENDENT THAT THE DISTRICT WOULD PAY TO BRING THE PIPE INTO SPINNAKER. NOW HE'S NO LONGER HERE AND THE RULES HAVE CHANGED. YOU GAVE ME A BETTER ALTERNATIVE BUT I FEEL I SHOULD BE ALLOWED SOME RELIEF. I HAVE EVERY RIGHT TO COME BEFORE YOU. EVERY MAIN EXTENSION IS DIFFERENT. IF THERE WAS SOME BENEFIT TO ME I WOULDN'T BE HERE BUT THERE IS DIMINISHED APPRECIATION TO MY PROPERTY AND I AM SPENDING \$26,400 ABOVE MY COST AND WOULD LIKE SOME RELIEF. EVERY MAIN EXTENSION IS DIFFERENT AND SHOULD BE LOOKED AT DIFFERENTLY.

MR. LYONS TOLD MR. DONOVAN THAT HE CERTAINLY DOES HAVE EVERY RIGHT TO COME BEFORE THE BOARD BUT YOU ARE SPENDING \$26,400. AS PART OF THE COST TO BUILD THE PROJECT. PERMITS AND EXTENSIONS WITH THE BORNE WATER DISTRICT HAVE NOTHING TO DO WITH THE TOWN OR STATE. I FAIL TO SEE A REASON TO WAIVE THE MAIN EXTENSION FEE WHEN EVERYONE ELSE HAS TO PAY IT.

**BOURNE WATER DISTRICT COMMISSIONER'S MEETING
OCTOBER 9, 2012**

MR. DONOVAN STATED THAT HE BACKED OFF HIS POSITION THAT HE ALREADY HAD A DECISION TO GO FORWARD. IS THE \$1,500. FEE WORTH WHAT I AM EXPENDING? THE BOARD HAS A MONOPOLY HERE, IT'S NOT LIKE I CAN GO TO ANOTHER WATER DISTRICT

2012 NOV 15 AM 10

MR. LYONS STATED THAT THERE IS NO MONOPOLY, THE DISTRICT IS OWNED BY ALL THE PEOPLE IN IT AND WE HAVE TO MAKE DECISIONS THAT ARE FAIR TO EVERYONE IN THE DISTRICT.

TOWN CLERK'S OFFICE
BOURNE, MASS

MR. DONOVAN SAID LOOK WHAT YOU GAIN WHEN I TURN OVER THE MAINS.

MR. HANDY STATED THAT WE ARE ONLY GAINING MORE MAIN TO SERVICE.

MR. DONOVAN SAID YOU HAVE TO MAKE THE DECISION. IF YOU ARE ADAMANT AND CAN'T SEE THE BENEFIT TO THE DISTRICT YOU SHOULD SIT ON THIS SIDE OF THE TABLE AND YOU WOULD.

MR. DONOVAN LEFT THE MEETING AT 8:50.

MR. HANDY ASKED MR. CAMPBELL WHY HYDROID ISN'T DOING THIS PROJECT. MR. CAMPBELL EXPLAINED THAT THE ROAD IS DONOVAN'S AND HE IS RESPONSIBLE FOR THE WATER, HE COMBINED THREE LOTS IN THE SUBDIVISION AND SOLD THEM TO HYDROID FOR THEIR PROJECT. THERE ARE TWO OTHER LOTS REMAINING THAT WILL BE SERVICED BY THIS MAIN.

MR. HANDY STATED THAT WE GAVE HIM OPTIONS AND CERTAINLY DID NOT SINGLE HIM OUT. WE HAVE BEEN INSISTING ON LOOPING FOR A LONG TIME AND THIS IS PART OF THE RULES AND REGULATIONS. WE CAN'T WAIVE THE FEE AND EXPECT OTHERS TO PAY IT.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO DENY ABATING THE MAIN EXTENSION FEE.

SUPERINTENDENTS REPORT

MR. CAMPBELL REPORTED THAT SEAN VENTURA'S MOTHER PASSED AWAY SUDDENLY AND HE WAS OUT LAST WEEK.

MR. CAMPBELL STATED THE MONUMENT BEACH MARINA PROJECT WILL BE FINISHED AND A HYDRANT INSTALLED ON WEDNESDAY WITH A CHLORINATION AND PRESSURE TEST TO FOLLOW.

MR. CAMPBELL STATED THAT THE MEETING OF THE DEPARTMENT OF FISH AND WILDLIFE IN TURNER FALLS WENT WELL. CRAIG MCDONNELL WAS UNABLE TO ANSWER SOME OF THE QUESTION THE BOARD ASKED BUT I WAS ABLE TO ANSWER THEM OTHERWISE THE DISCUSSION WOULD HAVE BEEN TABLED. THE BOARD OF DIRECTORS VOTED TO ISSUE THE LEASE. NOW THERE IS AN ISSUE IN THAT THE ARMY CORPS SAYS THE COMMONWEALTH OF MASS. CAN'T LEASE TO THE BOURNE WATER DISTRICT BECAUSE THE US ARMY ALREADY HOLDS A LEASE ON THE LAND, BUT THE CORPS CAN ISSUE A PERMIT FOR 5 YEARS TO START AND THEN ISSUE A 20 YEAR PERMIT AFTER REVIEW. THEY ARE TRYING TO WORK OUT THE SEMANTICS OF A LICENSE AND I WILL FOLLOW UP ON THE PROGRESS.

C.C. VENTURES, INC.

**P.O. Box 1197 - 5 Benjamin Nye Circle
Pocasset, MA 02559
Tel: 508-563-2740 / Fax: 508-563-2744**

2012 NOV 15 AM 10 42

TOWN CLERK'S OFFICE
BOURNE, MASS

August 16, 2012

Board of Water Commissioner
Bourne Water District
211 Barlow's Landing Road
Bourne, Ma. 02532

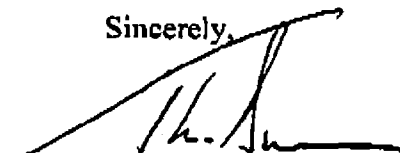
Dear Board Members

Please accept this letter as my formal request for the board to waive the \$1,500.00 service extension fee for the construction of the amended Henry Drive plan in Pocasset.

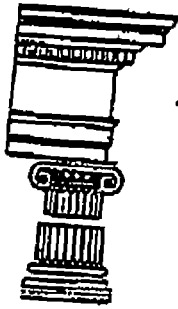
As we had discussed at a previous board meeting with the new water district regulation and the request from the DEP to eliminate dead end main there is a substantial additional cost to us. The original Henry Drive plan which was 200' longer allows for the dead end main. With the connector of the water main from Henry Drive to Katie Marie Drive the water district and the property owners on Katie Marie Drive will benefit in the connection between the two roads at no cost to either. The waiver of the fee would be a small contribution for the water district to remove the dead end main on Katie Marie Drive.

I appreciate your support on this matter

Sincerely,



Thomas Donovan
Treasurer CCV



John W. Priestley Jr. Architect

2012 NOV 15 AM 10 42
9.26.12
TOWN CLERK'S OFFICE
BOURNE, MASS

BOURNE WATER DISTRICT
P.O. BOX 1447
POCASSET MA. 02559-1447

DEAR BOARD MEMBERS
& EMPLOYEES,

I HAVE POSTPONED THIS WRITING
FOR FAR TOO LONG.

THE CRITICAL SERVICE PROVIDED
BY YOU DESERVES THE HIGHEST
PRAISE.

THE WATER IS EXCELLENT
AND IS AN INCREDIBLE BARGAIN.

ONE COULD ONLY WISH THAT
OTHERS COULD SERVE AS WELL.

YOURS TRULY

John W. Priestley Jr.

80 Old Dam Road,
Bourne, MA 02532
Tel: 508-759-9450

**BORNE WATER DISTRICT COMMISSIONER'S MEETING
OCTOBER 9, 2012**

MR. HANDY ASKED ABOUT TESTING FOR PHARMACEUTICALS AS THERE SEEMS TO BE A LOT OF ARTICLES IN THE PAPER ABOUT SILENT SPRINGS FINDING IN THE WATER ON THE CAPE AND THOUGHT MAYBE WE SHOULD RUN A FEW TESTS. MR. CAMPBELL STATED THEY MAY BE PART OF THE UN-REGULATED CONTAMINANTS THAT WE WILL TEST FOR IN 2014, WHICH WILL BE VERY EXPENSIVE AND WILL NEED TO BUDGET FOR. MR. HANDY ASKED HIM TO FIND OUT THE COST FOR TESTING PHARMACEUTICALS. AM 10 42
TO WATERBURY'S OFFICE
DORCHESTER, MASS

MR. HANDY STATED THAT HE HAD HYDRANT REPLACEMENTS SCHEDULED, ONE ON KENWOOD ROAD, WHICH IS LEAKING AND NON-GATED AND ONE ON CHICKADEE LANE WHICH HAS BEEN PROBLEMATIC AND IS ALSO NON-GATED.

MRS. WARD GAVE THE BOARD A LETTER FROM JOHN PRIESTLY (attached) PRAISING THE EMPLOYEES OF THE DISTRICT FOR THEIR EXCELLENT SERVICE.

THE MEETING ADJOURNED AT 9:20 A.M.

RESPECTFULLY SUBMITTED

Nancy Ward

NANCY WARD
DISTRICT CLERK

Brian S. Handy

BRIAN S. HANDY, CHAIRMAN

Michael R. Lyons

MICHAEL R. LYONS

PETER R. WAY

ATTACHED:

- Letter from Thomas Donovan
- Letter from John Priestly



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559-1447
Office: 508-563-2294 Fax: 508-564-466

BOURNE, MASS
TOWN CLERK'S OFFICE

2012 DEC 11 AM 10 50

7 November 2012

BOURNE WATER DISTRICT PUBLIC WATER SUPPLY 4036000 NOTICE

Water samplings showed Total Coliform Bacteria in Bourne Water District's (BWD) water. BWD water system recently violated a drinking water standard. Although this incident was not an emergency, as our customers, you have a right to know what happened and what we did to correct this situation. We routinely monitor for drinking water contaminants monthly. We took 28 samples to test for the presence of coliform bacteria during November. Seven samples, or 40% of our samples, showed the presence of total coliform bacteria. The standard is that no more than 1 sample per month or 5% of samples may be positive for total coliforms

What you should do...

You do not need to boil your water or take other corrective actions. However some people with compromised immune systems, infants, and some elderly may have been at an increased risk. These people should seek advise about drinking water from their health care providers or information from EPA's Safe Drinking Water Hotline at 1-800-426-4791

What does this mean...

This was not an emergency. If it had been, you would have been notified immediately. Coliforms are bacteria which are naturally present in the environment and are used as an indicator that other, potentially-harmful bacteria may be present. Coliforms were found in more samples than allowed and this was a warning of potential problems. We did not find these bacteria in subsequent testing, and further testing shows that this problem has been resolved.

What happened...

The winds from hurricane Sandy pummeled the storage tanks and most likely introduced dirt and leaf debris into the tanks through the roof vents on the tanks. Inspection after the storm showed debris around the intact vent screens and all over the side of the tanks. The screens were cleaned and routine water sampling showed total coliforms (organic bacteria) present. Subsequent sampling immediately after notification showed the number reduced dramatically and repeat sampling show zero coliforms and a return to normal.

Please feel free to contact Bourne Water District at 508-563-2294 or by email at bourneh20@aol.com or by mail at PO Box 1447, Pocasset, MA 02559-1447



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559-1447
Office: 508-563-2294 Fax: 508-564-4661

2012 NOV 6 PM 8 09
TOWN CLERK'S OFFICE
BOURNE, MASS

**MEETING NOTICE
BOURNE WATER DISTRICT BOARD OF WATER
COMMISSIONERS
TUESDAY, NOVEMBER 13, 2012**

8:30 A.M. Tax Classification Hearing - Donna Barakauskas -Town of Bourne
HeadAssessor

Commissioner's meeting to convene following tax classification hearing
Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following:
Minutes:
October 9, 2012 Regular Session

October Commitment

AGENDA
Regular Session

NEW BUSINESS

1. Tom Donovan request for water to Henry Drive
2. Treasurer's re-appointment (Dec. 12, 2012)
3. Board approval of standardization of certain pieces of equipment for WS-4
4. Policy for office closing due to inclement weather
5. Update on progress on E.P.A vs. C.L.V.

SUPERINTENDENTS REPORT

To Town Clerk Please Post: Faxed 11/06/12 8:00 A.M.

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING November 13, 2012**

2012 NOV 20 AM 5 24

THE MEETING WAS DULY POSTED

TOWN CLERK'S OFFICE
THE TAX CLASSIFICATION HEARING WAS CALLED TO ORDER AT 8:30 AM. PRESENT;
COMMISSIONERS BRIAN HANDY, MICHAEL LYONS AND PETER WAY, CLERK/TREASURER
NANCY WARD, SUPERINTENDENT ANDREW CAMPBELL AND DONNA BARAKAUSKAS, HEAD
ASSESSOR OF THE TOWN OF BOURNE.

MRS. BARAKAUSKAS STATED THAT THE BOARD OF ASSESSORS RECOMMENDS THAT THE WATER COMMISSIONERS RETAIN ONE TAX RATE FOR ALL CLASSES OF PROPERTY FOR FISCAL YEAR 2013. THE BOARD FEELS THAT THE RELATIVELY SMALL BENEFIT TO THE RESIDENTIAL TAXPAYER THAT COULD BE ACHIEVED THROUGH THE USE OF TWO TAX RATES IS NOT WARRANTED IN THE LIGHT OF THE DRAMATIC INCREASE IN TAXES IN TAXES PAID BY THE COMMERCIAL/INDUSTRIAL/PERSONAL PROPERTY TAXPAYER. BOURNE IS A LARGELY RESIDENTIAL COMMUNITY THAT SIMPLY DOES NOT HAVE ENOUGH OF A COMMERCIAL/INDUSTRIAL BASE TO MAKE CLASSIFICATION WORTHWHILE.

THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE SUGGESTION OF THE BOARD OF ASSESSORS AND GO WITH A SINGLE TAX RATE. THE BOARD SIGNED THE DOCUMENTATION IN THAT REGARD.

MR. HANDY MADE A MOTION TO ADJOURN THE TAX CLASSIFICATION HEARING AT 8:45 IT WAS SECONDED AND THE MEETING ADJOURNED. MRS. BARAKAUSKAS LEFT THE MEETING.

MR. HANDY MADE A MOTION TO CONVENE THE REGULAR COMMISSIONERS MEETING, IT WAS SECONDED AND THE MONTHLY MEETING CONVENED AT 8:50.

THE COMMISSIONERS SIGNED THE MINUTES OF THE OCTOBER 9, 2012 MEETING AND THE COMMITMENT FOR OCTOBER

MR. CAMPBELL GAVE THE BOARD A LETTER FROM TOM DONOVAN REQUESTING THE BOARD VOTE TO SUPPLY WATER TO HIS PROJECT ON HENRY DRIVE. HE STATED THAT MR. DONOVAN HAS AGREED TO ALL THE STIPULATIONS THE BOARD REQUESTED.

MR. LYONS MADE A MOTION TO SUPPLY WATER TO MR. DONOVAN'S HENRY DRIVE PROJECT, IT WAS SECONDED AND THE BOARD VOTED UNANIMOUSLY TO SUPPLY WATER TO THE PROJECT.

MR. CAMPBELL STATED THAT HE NEEDED THE BOARD TO DECIDE WHETHER TO STANDARDIZE CERTAIN ITEMS IN THE BID FOR THE CONSTRUCTION OF THE WELL AND PUMPING STATION AT W-S4 (List attached). HE STATED THAT BECAUSE OF THE WAY THE LAW IS WRITTEN, IF A CONTRACTOR CAN PROVE THAT A PRODUCT IS EQUAL TO OR BETTER THAN THAT WHICH IS SPECIFIED IN THE BID HE CAN SUBSTITUTE THAT PRODUCT AND THE MANUFACTURER CAN MAKE THE CASE WITH THE BOARD. WE WANT TO HAVE CERTAIN ITEMS THAT ARE CONSISTENT WITH OUR OTHER STATIONS SO THAT WE CAN SWAP SPARE PARTS AND ALREADY HAVE A KNOWLEDGE BASE OF THE EQUIPMENT. THERE NEEDS TO BE AN "OR EQUAL" CLAUSE IN THE BID BUT IN STANDARDIZING THESE ITEMS THE CONTRACTOR, NOT THE MANUFACTURER, WOULD HAVE TO DEFEND ANY EQUIPMENT REPLACED BY SOMETHING DIFFERENT AND WOULD HAVE TO CONVINCING THE BOARD THAT PIECE OF EQUIPMENT IS BETTER. MOST CONTRACTORS ARE WILLING TO GO WITH WHAT THE OWNER HAS STANDARDIZED BECAUSE THEY DON'T KNOW ENOUGH ABOUT THE EQUIPMENT TO FIGHT THE BATTLE.

MR. HANDY ASKED IF THERE IS AN ARBITRATOR SHOULD THEY DECIDE TO SUBSTITUTE SOMETHING. MR. CAMPBELL SAID THE CONTRACTOR WOULD COME BEFORE THE BOARD BUT IF THE BOARD DIDN'T AGREE THEN THE ATTORNEY GENERAL WOULD GET INVOLVED. HE SAID HE FELT THAT THERE WOULD BE ENOUGH GIVE AND TAKE THAT WOULD NOT HAPPEN.

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING November 13, 2012**

MR. LYONS STATED THAT HE FELT COMPATIBILITY OF EQUIPMENT WAS THE BEST THING AND MADE A MOTION TO STANDARDIZE THE ITEMS PRESENTED BY MR. CAMPBELL. THE MOTION WAS SECONDED AND THE BOARD VOTED UNANIMOUSLY TO INCLUDE THE STANDARDIZED ITEMS IN THE BID.

MRS. WARD STATED THAT HER 3 YEAR TERM AS TREASURER EXPIRES ON 12/12/2012 AND THE BOARD WOULD NEED TO DECIDE IF IT WAS THEIR DESIRE TO RE-APPOINT HER FOR A 3 YEAR TERM THROUGH 12/12/2015.

MR. LYONS MADE A MOTION TO RE-APPOINT MRS. WARD FOR A 3 YEAR TERM, IT WAS SECONDED AND THE BOARD VOTED UNANIMOUSLY TO RE-APPOINT MRS. WARD AS TREASURER OF THE BOURNE WATER DISTRICT.

MRS. WARD STATED THAT SHE WOULD LIKE THE BOARD TO CONSIDER A POLICY REGARDING PAYMENT OF LOST TIME FOR THE PART TIME OFFICE STAFF, SHOULD THE OFFICE BE CLOSED DUE TO A SEVERE WEATHER EVENT. IN THE PAST THE PART TIME PERSON WAS NOT PAID FOR THE TIME LOST BUT AFTER THE HURRICANE A QUESTION WAS RAISED BY MRS. HILL AND I WAS ASKED TO REVISIT THE POLICY.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO PAY THE PART TIME STAFF FOR TIME LOST IF THE OFFICE IS CLOSED DUE TO SEVERE WEATHER.

SUPERINTENDENT'S REPORT

1. TOTAL COLI FORM HITS - THIS IS POSSIBLY RELATED TO HURRICANE SANDY - WITH ALL THE DEBRIS THAT WAS FLYING AROUND WE GOT SOME ORGANIC MATTER IN THE TANKS BY WAY OF THE SCREENED VENTS

ON THE RE-SAMPLE THE TANKS WERE CLEAN, BUT THE UPSTREAM & DOWNSTREAM AT SANDWICH RD HAD TOTAL COLIFORM AND BEACH ST HAD TOTAL COLIFORM THESE SITES WERE RE-SAMPLE THIS MORNING AND DEP HAS BEEN NOTIFIED. THESE TOTAL COLIFORM NUMBERS ARE VERY LOW AND IT TOOK THE FULL 72HRS TO FORM A COLONY. RON SARRI AT ENVROTECH FEELS THAT THIS WILL WORK IT SELF THROUGH. THE PUBLIC IS NOT AT RISK, AND AT NO TIME HAS THERE BEEN ANY SIGNS OF ECOLI PRESENT.

2. WHAT ARE WE LOOKING AT?

BACKGROUND - ALL OTHER BACTERIA - OTHER THEN ORGANIC OR ANIMAL

TOTAL COLIFORM - ORGANIC BACTERIA (DIRT) (LEAVES)

ECOLI - ANIMAL BACTERIA (FECAL) (DECAYING ANIMAL)

2A. WHAT DOES BWD NEED TO DO

MUST PUBLISH NOTICE IN PAPER IN THE NEXT 30 DAYS

DEP HAS A WORDED STATEMENT - KAREN DUPE IS HELPING ME WITH THIS

3. HENRY DR AND KATIE MARIE DR - ATLAS CONSTRUCTION - MOVING ALONG AND DOING A GOOD JOB - NO PROBLEMS WITH ANY INSTRUCTIONS

4. C961 - MR. FINNIN REQUESTED A PROFILE OF HIS METER DUE TO HIGH USE- PROFILING OF METER PROVES THAT WATER IS USED. HE SHOWED THE BOARD EXACTLY HOW THE PROFILING WORKS AND THE REPORTS GENERATED.

5. PRESCRIPTION DRUG SAMPLING - EST. OF \$1500 TO \$1800 PER EACH COMPOUND OR DRUG - ONLY A FEW LABS THAT CAN DO THIS KIND OF SAMPLING. IF WE DO SAMPLE AND SHOWS A DRUG PRESENT - THEN WHAT THERE IS NO PROTOCOL FOR REMOVAL THERE IS NO REMEDY TO THE PROBLEM

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING November 13, 2012**

6. MR. PAPPAS - SANDWICH RD - BOARD OF APPEALS WAS READY TO ISSUE AN OK TO MOVE FORWARD - ATTENDED MEETING LAST TUESDAY 6NOV AND THAT BROUGHT THIS CHANGE TO THE BOARD FOR APPROVAL. THEY STATED WE HAD APPROVED THIS PROJECT. I EXPLAINED THAT THERE HAD BEEN NO REQUEST TO THE BOARD OF WATER COMMISSIONERS TO PROVIDE WATER AND WE HAVE NO PLANS OF THE PROJECT. A LOOPED SYSTEM WOULD BE NECESSARY. THE BOARD OF APPEALS DECIDED THAT BEFORE MR. PAPPAS COULD MOVE FORWARD IN THE APPEALS PROCESS HE WOULD NEED TO GET THE NECESSARY APPROVALS FROM THE BOURNE WATER DISTRICT.

7. BUSINESSES IN BWD ZONE 2'S. GETTING PRESSURE TO OK QUESTIONABLE BUSINESSES AND HAVING TO BE SURE THEY UNDERSTAND THEIR LIMITS. WORKING WITH TOWN PLANNER AND PLANNING BOARD. I HAVE APPROVED A BUSINESS IN PAUL MEDEIROS'S BUILDING THAT WILL BE DOING MINOR REPAIRS ON CARS DESTINED FOR LOW INCOME FAMILIES. THE HOLDING UNIT WOULD BE FENCED IN AND HAVE A COMBINATION OF BLACKTOP AND STONE DUST PROCESS MIX. ANY CARS NOT MADE SERVICABLE WILL BE SCRAPPED IMMEDIATELY.

8. TANK INSPECTION - HAVING HALEY & WARD INSPECT TANKS AND SUBMIT REPORT TO D.E.P. AT A COST OF APPROXIMATELY \$400. PER TANK

MR. CAMPBELL STATED THAT IN REGARDS TO THE G.I.S SYSTEM HE IS LOOKING AT A DIFFERENT SYSTEM THAT WOULD PRODUCE THE RESULTS WE WANT AT A CHEAPER PRICE, WHICH ENTAILS USING A TABLET AND CLOUD TECHNOLOGY. THE COMPANY PRODUCES A PACKAGE THAT USES G.P.S AND DIGITAL OUTSIDE DATA AND INCORPORATES IT ALL TO PRODUCE A FLUSHING PROGRAM WHICH CAN OVERLAY A G.P.S. PROGRAM.

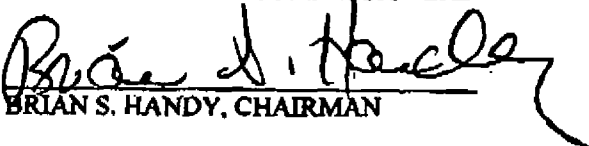
MR. HANDY MADE A MOTION TO ADJOURN, IT WAS SECONDED AND THE MEETING ADJOURNED AT 10:00AM.

RESPECTFULLY SUBMITTED,




NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS



BRIAN S. HANDY, CHAIRMAN

MICHAEL E. LYONS



PETER R. WAY

Attached: Letter from Thomas Donovan
List of Standardized Equipment for ws-4 bid
Letter from Assessors and list of estimated tax rates



TOWN OF BOURNE
Board of Assessors
24 Perry Avenue
Buzzards Bay, MA 02532
(508) 759-0600 Ext. 510 ♦ Fax (508) 759-8026



J. Malcolm Whitney, MAA, Chairman
Priscilla A. Koleshis, Clerk
Anne Ekstrom, Member

Donna L. Barakauskas, MAA,
Principal Assessor

November 13, 2012

PROPERTY CLASSIFICATION RECOMMENDATION

FISCAL YEAR 2013

The Board of Assessors recommends that the Water Commissioners retain one tax rate for all classes of property for fiscal year 2013. The Board feels that the relatively small benefit to the residential taxpayer that could be achieved through the use of two tax rates is not warranted in light of the dramatic increase in taxes paid by the Commercial/Industrial/Personal Property taxpayer. Bourne is largely a residential community that simply does not have enough of a Commercial/Industrial base to make classification worthwhile.

ESTIMATED TAX RATE FOR FISCAL YEAR 2013

<u>Single Tax Rate</u>	<u>Amount</u>	<u>Median Assessment</u>
Residential	\$.08	\$301,300
Com/Ind	\$.08	\$325,300

SPLIT TAX RATE

<u>110% Split</u>	<u>Amount</u>	<u>Median Assessment*</u>	<u>Tax Savings or Cost</u>
Residential	\$.08	\$301,300	-\$.0
Com/Ind	\$.09	\$325,300	+\$.01

<u>125% Split</u>	<u>Amount</u>	<u>Median Assessment</u>	<u>Tax Savings or Cost</u>
Residential	\$.08	\$301,300	-\$.0
Com/Ind	\$.10	\$325,300	+\$.02

<u>150% Split</u>	<u>Amount</u>	<u>Median Assessment</u>	<u>Tax Savings or Cost</u>
<u>Residential</u>	\$.07	\$301,300	-\$.01
Com/Ind	\$.12	\$325,300	+\$.04

* Based on the median assessment for a single-family residence for the residential category and the median improved commercial/industrial lot for the Com/Ind category.

C.C. VENTURES, INC.

5 Benjamin Nye Circle, Unit #5 - P.O. Box 1197

Pocasset, MA 02559

Tel: 508-563-2740 / Fax: 508-563-2744

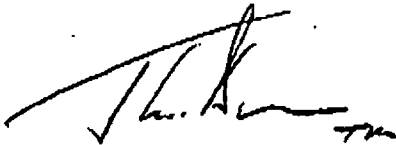
October 10, 2012

Board of Water Commissioner
Bourne Water District
211 Barlow's Landing Road
Bourne, Ma. 02532

Dear Board Members

Please accept this letter as my request for water to be provided by the Bourne Water District for the amended Heritage Commercial Park II (Henry Drive and Henry Drive Extension).

Sincerely,



Thomas E. Donovan
Treasurer CCV

Bourne Water District Standardized Equipment and Controls for Pumping Stations No. 8

Bourne Water District (BWD) has standardized the following list of equipment and acknowledges the "or equal" clause in the bid. The contractor only must explain why he/she feels that a different piece of equipment is better than what BWD has listed.

Tank Mixer - Lightnin' MD XJ-65

Chlorine Feed Pump - LMI Milton Roy - MD: AD941-920HT

Chlorine Day Tank - LMI - Tank 26350 and Switch 49240

CPVC - Nipples and Fittings - George Fischer - Sch80

CPVC - Ball Valves and Check Valves - George Fischer - Series 546 ball valves & 561 checks

Injection Nozzles - Chlorine - SAF-T-FLO - MD: EB-130 B P 60

Injection Nozzle - Lime - SAF-T-FLO - MD: EB-132 SS60

Pallet Truck - Bishamon - MD: BS55

Flow Tube/Venturi - Primary Flow Signal - MD: A-HVT-PI 8"

Differential Pressure Transmitter - Honeywell - MD: STD 924-E1A-ANSMZSLPMX1C

Water Pressure Transmitter - Honeywell - MD: STG 94-E1A-ANSMZSLPMX1C

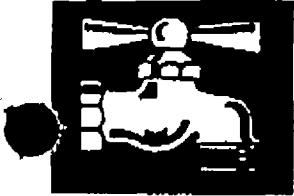
Chart Recorder - Honeywell - MD: DR4300

pH Sensor - Hach/GLI - MD: PD2P1

pH Analyzer - Hach/GLI - MD: SC200

Lime Metering Pump - Milton Roy - MD: MGH-281-14

Booster/Circulator Pump - Bell & Gossett - MD: B601S



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559-1447
Office: 508-563-2294 Fax: 508-564-4661

**MEETING NOTICE
BOURNE WATER DISTRICT BOARD OF WATER
COMMISSIONERS
TUESDAY, NOVEMBER 20, 2012**

Meeting to convene at 8:30 A.M.
Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following:
Minutes:
November 13, 2012 Regular Session

AGENDA
Regular Session

NEW BUSINESS

1. Board vote to allow Haley & Ward, Inc. to submit application for the Community Innovation Challenge Grant -Project Title: Utilizing Cloud Technology to Improve Water System Asset Management, Field Operations and Database Efficiencies

To Town Clerk Please Post: Faxed 11/15/12 4:20 P.M.

2012 NOV 15 PM 1 03
TOWN CLERK'S OFFICE
BOURNE, MASS

**BOURNE WATER DISTRICT
COMMISSIONERS MEETING 11/20/2012**

THE MEETING WAS DULY POSTED

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT; COMMISSIONERS BRIAN HANDY AND PETER WAY, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

THE COMMISSIONERS APPROVED AND SIGNED THE MINUTES OF THE NOVEMBER 13, 2012 MEETING.

MR. CAMPBELL STATED THAT HALEY AND WARD WAS APPLYING FOR A COMMUNITY INNOVATION CHALLENGE GRANT, FROM THE STATE, ON OUR BEHALF. THE BOARD NEEDS TO DECIDE IF THEY WILL ACCEPT THE TERMS AND CONDITIONS OF THE GRANT AND IF THE GRANT IS APPROVED THE MONEY RECEIVED WILL BE HELD IN A SEGREGATED ACCOUNT TO PAY BILLS RELATIVE TO THE PURPOSE OF THE GRANT WHICH IS TO UTILIZE CLOUD TECHNOLOGY TO IMPROVE WATER SYSTEM ASSET MANAGEMENT, FIELD OPERATIONS AND DATABASE EFFICIENCIES. WE WILL BE USING THE MONEY TO DO GIS MAPPING OF THE DISTRICT AND TO CREATE A FLUSHING PROGRAM.

MR. HANDY STATED THAT HE WOULD HAVE LIKED TO HAVE BEEN GIVEN MORE TIME TO READ AND UNDERSTAND THE GRANT. THERE ARE SECTIONS OF THE GRANT THE HE IS NOT COMFORTABLE WITH. THEY ARE PROJECTING FUTURE ONGOING COSTS OF \$9,000 PER YEAR. THERE IS TOO MUCH DETAIL THAT IS IN QUESTION. I UNDERSTAND THE CONCEPT BUT I DON'T KNOW IF I LIKE WHERE THIS IS HEADED.

MR. CAMPBELL STATED THAT CLOUD SOFTWARE WILL REDUCE THE COST OF A G.I.S. SYSTEM. WITH TABLETS WE WILL BE ABLE TO ACCESS ALL OF THE TIES AND INFORMATION IN THE OFFICE. WHEN AN UPDATE IS ENTERED IT IS UPDATED ON ALL THE TABLETS AND THE INFORMATION IT AT OUR FINGERTIPS. BUZZARDS BAY AND WESTPORT HAVE BEEN SUCCESSFULLY USING THIS FOR 1 ½ YEARS. IT WOULD MAKE OUR BACKFLOW PROGRAM AND TIE AND GATE PROGRAMS MUCH BETTER. THIS GRANT WOULD ALLOW US TO GET THE TECHNOLOGY UP AND RUNNING. THE MAJORITY OF THE FUTURE EXPENSE IS WITH THE CARRIER FOR THE TABLETS.

MR. WAY STATED THAT HE AGREES WITH THE TECHNOLOGY BUT THIS ISN'T ROCKET SCIENCE AND IT'S NOT SOMETHING THAT IS HAS TO BE DONE RIGHT AWAY. WE NEED TO KNOW THE COSTS AND THE VALUE ADDED AT THE END OF THE DAY. WE MAY NOT NEED THE CLOUD. ONLY ONE COMPANY FOR SOFTWARE SENDS UP FLAGS.

MR. HANDY STATED THAT HE ALSO AGREED WITH THE LAPTOP PROGRAM BUT HAS ISSUES WITH THE WAY THE GRANT IS WRITTEN AND THE TIMELINE OF THE GRANT AS WELL.

MRS. WARD STATED THAT WE DO HAVE \$20,300. THAT HAS BEEN APPROPRIATED FOR G.I.S. MAPPING OVER THE LAST SEVERAL YEARS IF WE WANTED TO GO AHEAD WITH THIS ON OUR OWN WITHOUT THE GRANT.

MR. CAMPBELL ASKED THE BOARD IF THEY WOULD LIKE HIM TO SET UP A MEETING WITH GREG ELDRIDGE OF HALEY AND WARD AND MARK MONROE OF ADVANCED ENTERPRISE SYSTEMS SO THEY CAN EXPLAIN BOTH THE GRANT AS WELL AS THE SOFTWARE, AND THE CURRENT AND FUTURE COSTS

THE BOARD VOTED TO TABLE THE DISCUSSION ON THIS ISSUE UNTIL MORE INFORMATION REGARDING THE GRANT AND THE FUTURE COST OF THE SYSTEM IS DETERMINED, AND ASKED MR. CAMPBELL TO SET UP A MEETING WITH THOSE INVOLVED.

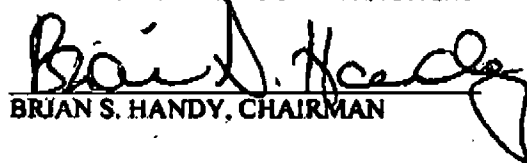
**BOURNE WATER DISTRICT
COMMISSIONERS MEETING 11/20/2012**

THE MEETING ADJOURNED AT 9:00 A.M.

RESPECTFULLY SUBMITTED,


**NANCY WARD
DISTRICT CLERK**

BOARD OF WATER COMMISSIONERS


BRIAN S. HANDY, CHAIRMAN

MICHAEL R. LYONS


PETER R. WAY



BORNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559-1447
Office: 508-563-2294 Fax: 508-564-4661

MEETING NOTICE BORNE WATER DISTRICT BOARD OF WATER COMMISSIONERS TUESDAY, NOVEMBER 27, 2012

2012 NOV 21 AM 8 49
TOWN CLERK'S OFFICE
BORNE MASS

Meeting to convene at 8:30 A.M.
Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

AGENDA Regular Session

NEW BUSINESS

1. Meeting with Greg Eldridge of Haley and Ward and Mark Monroe of Advanced Enterprise Systems to discuss the Community Innovation Challenge Grant and Cloud Technology to Improve Water System Asset Management, Field Operations and Database Efficiencies

To Town Clerk Please Post: Faxed 11/21/2012 8:50AM

**BOURNE WATER DISTRICT COMMISSIONER'S MEETING
NOVEMBER 27, 2012**

THE MEETING WAS DULY POSTED

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT COMMISSIONERS BRIAN HANDY AND PETER WAY, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

GREG ELDRIDGE OF HALEY AND WARD JOINED THE MEETING AT 8:35. MARK MONROE OF ASEC WAS UNABLE TO ATTEND.

MR. ELDRIDGE STATED THAT OVER THE YEARS HALEY AND WARD HAS BEEN TRYING TO CREATE AN ASSET MANAGEMENT APPLICATION FOR ITS CUSTOMERS. THE SOFTWARE TO DO THIS IS VERY COSTLY, BUT WITH THE CLOUD OPENING UP THERE IS A MUCH LESS EXPENSIVE ALTERNATIVE. HE HAS BEEN WORKING WITH MARK MONROE WHO HAS CREATED A PROGRAM THAT USES GOOGLE MAPS, PDF AND SPREADSHEETS TO STORE ASSET INFORMATION ON THE CLOUD. AMAZON SELLS STORAGE SPACE ON THE CLOUD AND MR. MONROE USES THAT SPACE TO STORE INFORMATION FOR UTILITY SYSTEMS. HIS UTILITY CLOUD CAN STORE THE GPS INFORMATION ON THE HYDRANTS, MAINS AND GATES FOR THE DISTRICT GIS MAPS. ALL THE STATION INFORMATION ON THE DIFFERENT EQUIPMENT AS WELL AS MANUALS CAN BE UPLOADED AND AVAILABLE TO THE MEN IN THE FIELD. I PADS ARE PROVIDED TO THE MEN IN ORDER TO VIEW THE INFORMATION AS WELL AS MAKE CHANGES OR NOTES WHEN A JOB OR AN INSPECTION IS DONE. WHEN CHANGES ARE MADE THEY ARE MADE SIMULTANEOUSLY ON ALL OF THE I PADS SO CURRENT INFORMATION IS AVAILABLE. A WHILE AGO HE LEARNED OF A GRANT PUT OUT BY THE EXECUTIVE OFFICE OF ADMINISTRATION AND FINANCE THAT WOULD SUBSIDIZE THIS PROGRAM IN AN EFFORT TO GET PEOPLE TO SHARE THEIR EFFORTS WITH OTHER MUNICIPALITIES.

FORMS FOR D.E.P. CAN BE DONE ON THE I PAD AS WELL AS CHECKLISTS FOR THE STATIONS, HYDRANTS AND METERS. THE SUPERINTENDENT CAN TRACK THE STATUS OF THE WORKFLOW DURING THE DAY, IN REAL TIME, AS WELL AS TRACK RECURRING PROBLEMS WITH MAINS AND EQUIPMENT. THE BIGGEST ADVANTAGE IS PREVENTATIVE MAINTENANCE WHICH KEEPS OVERTIME IN CHECK.

MR. HANDY STATED THAT HE HAD CONCERNS REGARDING OUR INFORMATION IN THE CLOUD AS WELL AS THE RECURRING YEARLY CHARGES ASSOCIATED WITH THIS AND FELT WE SHOULD LOOK INTO OUR OWN SOFTWARE. SEVERAL YEARS AGO WE APPROPRIATED MONEY TO UPDATE THE DISTRICT MAPS BUT NOTHING HAS BEEN DONE.

MR. ELDRIDGE STATED THAT THERE ARE RECURRING COSTS, \$3,000 FOR UTILITY CLOUD WITH AN ADDITIONAL \$1,500 FOR EACH MAJOR MODULE AS WELL AS THE \$40. PER MONTH PER USER FOR THE I PADS. IF YOU GET INTO THIS TYPE OF SOFTWARE YOU ARE LOOKING AT HIGH UP FRONT COSTS PLUS A YEARLY MAINTENANCE AGREEMENT. IF THIS IS APPROVED YOU CAN GET UP AND RUNNING FOR A YEAR AND SEE IF IT WORKS FOR YOU, IF IT DOESN'T YOU CAN WALK AWAY. BUZZARDS BAY IS CURRENTLY USING THE PROGRAM AS WELL AS HANSON.

MR. CAMPBELL ASKED IF WE WALK AWAY AFTER A YEAR DO WE HAVE TO PAY BACK THE GRANT? MR. ELDRIDGE STATED THAT 100% OF THE GRANT IS TO GET THE PROGRAM UP AND RUNNING AND WOULD NOT HAVE TO BE PAID BACK IF WE DID NOT KEEP IT. MR. CAMPBELL ASKED HOW SECURE THE DATA ON THE CLOUD WOULD BE. MR. ELDRIDGE STATED THAT IT WOULD BE PASSWORD PROTECTED PLUS PROTECTION THROUGH AMAZON.

MR. WAY ASKED WHO PUT THE GRANT APPLICATION TOGETHER. MR. ELDRIDGE SAID THAT HALEY AND WARD PREPARED THE APPLICATION FOR SEVERAL TOWN'S AND DISTRICTS. MR. WAY ASKED MR. ELDRIDGE WHAT HALEY AND WARD'S MOTIVATION WAS FOR THIS. MR. ELDRIDGE STATED THAT WE HAVE SEVERAL CLIENTS LOOKING FOR

2012 DEC 10 AM 11:11
TOWN CLERK'S OFFICE
BORNE, MASS

**BORNE WATER DISTRICT COMMISSIONER'S MEETING
NOVEMBER 27, 2012**

THIS TYPE OF APPLICATION. THE \$46,800 IN THE GRANT IS FOR OUR COSTS TO GPS THE ASSETS FOR THE GIS MAP OF THE DISTRICT.

MR. HANDY SAID I SEE THE VALUE OF UPGRADING THE DISTRICT MAPS BUT WE CAN'T, IN GOOD CONSCIENCE APPLY FOR A GRANT AND THEN DECIDE NOT TO GO FORWARD. WE ARE LOCKED INTO THE ANNUAL COSTS. THERE WOULD BE NO GAIN TO JUMP OUT.

MR. WAY ASKED IF WE PAY THESE COSTS AND FIND THIS IS NOT WORKING FOR US AND AREN'T OBLIGATED TO GO FORWARD HOW WOULD WE STILL HAVE ACCESS TO OUR INFORMATION IF WE ARE NOT WORKING WITH THEM. MR. ELDRIDGE SAID THE INFORMATION IS UPLOADED FROM YOUR FILES SO YOU WOULD STILL HAVE THE ORIGINAL INFORMATION. THE GPS INFO WOULD BE WITH HALEY AND WARD SO THE GIS MAPS WOULD BE UPDATED AND YOU COULD VIEW IT THROUGH ARCVIEW.

MR. HANDY SAID HE WOULD LIKE TO KNOW THE COST FOR ARCVIEW. IF WE GO THROUGH THE MOTIONS I WANT TO MAKE SURE WE HAVE A GIS MAP IN HAND. MR. ELDRIDGE SAID THE MAP WOULD STILL BE AVAILABLE.

MR. ELDRIDGE LEFT THE MEETING AT 10:30.

MR. WAY SAID HE WOULD BE INTERESTED TO KNOW HOW BUZZARDS BAY LIKED THE PROGRAM. MR. CAMPBELL STATED THAT HE HAD SPOKEN WITH BARRY WOODS, WHO HAS SINCE RETIRED AND HE WAS VERY HAPPY WITH IT. IF WE DON'T USE THE CLOUD THERE ARE OTHER PROGRAMS. WE NEED TO GET THE GIS MAP DONE BECAUSE IT IS THE BASIS FOR FUTURE PROGRAMS THAT WE WILL NEED. WE CAN GET IT PAID FOR WITHOUT EXPENDING OUR LINE APPROPRIATION. I FEEL THAT IS A HUGE BENEFIT AND THE GRANT IS A POSITIVE THING.

MR. WAY STATED THAT THE EFFICIENCY AND CONVENIENCE DOES NOT HAVE MUCH VALUE. THE GPS MAPPING DOES.

MR. HANDY STATED THAT HE WOULD RATHER HAVE SOMETHING THAT WE OWN RATHER THAN RENT. WE NEED MORE INFORMATION ON THE GRANT AND HE SUGGESTED THAT MR. CAMPBELL CALL TIM DODD FOR THAT INFORMATION.

AFTER SOME DISCUSSION THE BOARD DECIDED TO HOLD OFF ON A DECISION UNTIL MORE INFORMATION IS AVAILABLE.

THE MEETING ADJOURNED AT 11:00 A.M.

RESPECTFULLY SUBMITTED



NANCY WARD
DISTRICT CLERK

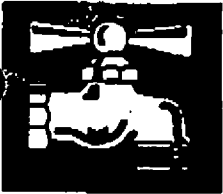


BRIAN S. HANDY, CHAIRMAN

MICHAEL R. LYONS



PETER R. WAY



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

2012 DEC 4 PM 3 17

TOWN CLERK'S OFFICE
BOURNE, MASS

MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS MONDAY, DECEMBER 10, 2012

Meeting to convene at 8:30 A.M.
Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

AGENDA Regular Session

NEW BUSINESS

1. Request for abatement Robert Faux, 17 Briggs Ave.

SUPERINTENDENT'S REPORT

To Town Clerk Please Post: Faxed 12/04/2012 1:40 PM

**BOURNE WATER DISTRICT COMMISSIONER'S MEETING
DECEMBER 10, 2012**

THE MEETING WAS DULY POSTED

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT COMMISSIONERS BRIAN HANDY, MICHAEL LYONS AND PETER WAY. CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

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TOWN CLERK'S OFFICE
BOURNE MASS

MRS. WARD GAVE THE BOARD A LETTER FROM ROBERT FAUX OF 17 BRIGGS AVENUE REQUESTING AN ABATEMENT OF CONSUMPTION CHARGES DUE TO AN UNDERGROUND LEAK IN HIS SPRINKLER SYSTEM THAT HAS SINCE BEEN REPAIRED.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO GIVE A ONE TIME ABATEMENT OF HALF THE CONSUMPTION, WHICH TOTALED \$372.50.

SUPERINTENDENTS REPORT

MR. CAMPBELL STATED THAT THERE IS AN EMC MEETING ON DEC 11TH @ 2PM. THIS IS THE LAST OF THE BASE REVIEW GROUPS FOR WS4 - THIS WILL BE A SIMPLE 10 MINUTE OVERVIEW OF WHAT WE HAVE DONE AND WHAT THIS FACILITY WILL BE. HE DID NOT FEEL THERE WOULD BE ANY CONTROVERSY.

HE STATED THAT BOB SCHOFIELD CAME IN TO DISCUSS KEITH MANN WHO IS BUILDING A WIND GENERATOR COMPLEX AND IS SEEKING PURCHASERS TO BUY INTO A 20 YEAR CONTRACT TO PURCHASE POWER CREDITS. HE SAID IT COULD LOWER BWD'S POWER COST BY UP TO 20%. MR. MANN WOULD LIKE TO COME IN AND TALK TO THE BOARD ABOUT THIS VENTURE. THE BOARD AGREED TO INVITE HIM TO THE NEXT COMMISSIONERS MEETING.

MR. CAMPBELL REPORTED THAT HE IS HAVING A PROBLEM GETTING THE PERMIT FROM D.E.P. FOR WS4 - RICK RONDEAU - TERRY MARTIN'S BOSS (SHE IS BWD'S CASE HANDLER FOR WS4 WITHDRAWAL PERMIT) AND DAVID JOHNSON, RICK'S BOSS (WHO WILL BE SIGNING THE PERMIT FOR WS4) SEEM TO BE HOLDING THIS UP. I HAVE BEEN IN TALKS WITH BOTH TRYING TO FIND WHEN THE PERMIT WILL BE ISSUED. DAVID'S LAST WORD WAS IMMINENT AND WHEN ASKED TO DEFINE IMMINENT HE SAID "IN A COUPLE OF WEEKS". I HAVE BEEN IN TOUCH WITH SEN. MURRAY AND REP VIEIRA AND STATED THAT I MAY NEED HELP WITH MEDIATION TO MOVE THIS PERMIT ALONG

I HAVE BEEN GOING OVER THE FINAL DRAFT PLANS TO DOUBLE CHECK THAT WE ARE GETTING WHAT WE ASKED FOR BEFORE GOING TO BID. WE ARE HOPING THAT THE PERMIT WILL BE COMING THE 20TH OR 21ST AND WE CAN ENTER THE BIDS TO THE REGISTRY 26TH OR 27TH AND POST INVITATION TO BIDS THE 28TH.

MR. CAMPBELL STATED THAT THE COADY SCHOOL PROJECT IS JUST STARTING TO MAKE ITS WAY THROUGH THE APPEALS BOARD. THERE IS A WALK THROUGH WITH THE DEVELOPER AND THE APPEALS BOARD ON 19 DEC @ 10AM AT THE COADY SCHOOL. I HAVE BEEN TALKING WITH CHIEF GREEN (BFD) WITH REGARDS TO HYDRANTS.

MR. HANDY ASKED HOW MR. PAPPAS WAS APPROVED WITHOUT COMING TO US FIRST TO REQUEST WATER. MR. CAMPBELL STATED THAT AT THE MEETING WITH THE APPEALS BOARD PART OF MR. PAPPAS'S PACKAGE STATED THAT WE HAD APPROVED HIS CONNECTION TO THE DISTRICT. I EXPLAINED THAT HE HAD NO AGREEMENT WITH US. THEY HAD ONLY SPOKEN WITH THE FIRE DEPARTMENT AND ASSUMED THAT GAVE THEM APPROVAL FOR WATER AS WELL. THEY NOW HAVE TO COME BEFORE THE BOARD WITH A CERTIFIED PLAN FOR THE BOARD'S APPROVAL.

**BOURNE WATER DISTRICT COMMISSIONER'S MEETING
DECEMBER 10, 2012**

MR. LYONS STATED THAT HE KNEW THAT EACH PROJECT HAD A ROUTING SLIP THAT CIRCULATED AROUND THE TOWN HALL FOR THE VARIOUS APPROVAL. HE SUGGESTED THAT MR. CAMPBELL ASK THE TOWN TO INCLUDE WATER ON THAT SLIP.

MR. CAMPBELL REPORTED THAT THE CATAUMET GARDENS PROJECT HAS CLEARED THE PLANNING BOARD AND THEY ARE PLANNING TO START IN JUNE OR JULY.

HE SAID HE WILL PUTTING NOTICE IN THE BOURNE ENTERPRISE TO MEET THE REQUIREMENT OF EPA/DEP ABOUT THE TOTAL COLIFORM HITS LAST MONTH. THERE IS VERY SPECIFIC LANGUAGE THAT MUST BE USED.

MR. CAMPBELL ASKED THE BOARD IF THEY WOULD CONSIDER ALLOWING THE STAFF TO TAKE A FULL HOLIDAY DAY INSTEAD OF A HALF DAY ON CHRISTMAS EVE. EVERYONE HAS BEEN WORKING HARD AND I THINK IT WOULD BE A NICE GESTURE.

THE BOARD VOTED UNANIMOUSLY TO ALLOW THE FULL DAY AS A HOLIDAY.

PROJECTS:

AT THE MONUMENT BEACH MARINA THE NEW 6" MAIN HAS BEEN INSTALLED, TESTED, DISINFECTED, AND MADE ACTIVE. THE NEW SERVICE INTO BATH HOUSE IS COMPLETED AS WELL. BWD JOB

ON SCRAGGY NECK RD WE CHANGED OVER 3 SERVICES FROM THE OLD 1 1/2" MAIN TO THE 8" MAIN AND CUT OFF THE OLD 1 1/2" MAIN FROM THE 8" ON COUNTY RD. THE OLD PIPE LOOKED LIKE A PIECE OF SWISS CHEESE. BWD JOB

WE WILL BE STARTING THE COVE LN. INSTALLATION ON DEC 11TH. THERE WILL BE (2) 8X6 TAPS FOR THE START OF NEW 6" MAIN ON COVE LN AND THE ADDITION OF (2) HYDRANTS. WE WILL BE ABANDONING THE 4" AC MAIN AND CAPPING THE 4" GATES. BWD JOB

AT THE NEW LPN BUILDING AT THE UPPER CAPE TECH SCHOOL A 2" SERVICE LINE AND 6" FIRE LINE HAVE PASSED PRESSURE TESTING AND DISINFECTION AND THE LINE AND MAIN ARE ACTIVE. THE CONTRACTOR IS ROBERT OUR. BWD INSPECTOR ON SITE

THE CONNECTION OF HENRY DR TO KATIE MARIE HAS BEEN TESTED, AND APPROVED. THE MAIN IS ACTIVE ALONG WITH THE HYDRANTS. I PLAN TO SIGN OFF ON THE PROJECT THIS WEEK. THE CONTRACTOR IS ATLAS CONSTRUCTION - BWD INSPECTOR ON SITE

UPDATE ON THE CREW:

BOB P - PASSED CLASS A ROAD TEST

DAVE T - WORKING WITH GEORGE ELDRIDGE IN PREP FOR CLASS A ROAD TEST

CHRIS & DAVE T - IN THE QUEUE FOR 2A HOISTING LICENSE TEST IN JAN

CHRIS - OBTAINED HIS CLASS A LEARNERS PERMIT AND HAS BEEN PRACTICING IN THE YARD. AFTER DAVE T HAS PASSED CHRIS WILL BE WORKING WITH GEORGE E FOR HIS ROAD TEST

DAVE H - GOING FOR HIS CLASS A LEARNERS PERMIT AND WILL FOLLOW CHRIS IN ROAD TEST

CHRIS - FINISHED PREP CLASS FOR D1 - PLANS TO TAKE TEST IN JAN

**BORNE WATER DISTRICT COMMISSIONER'S MEETING
DECEMBER 10, 2012**

SEAN - FINISHED MANDATORY 12 WK COURSE PRIOR TO TAKING D2 THRU D3 EXAM - PLANS TO TAKE TEST IN JAN. HE HAS ALSO BEEN GOING TO FOREMAN ROUND TABLE TALKS AND DEMOS GIVEN ON EQUIPMENT FOR FOREMAN AND OTHERS. HE HAS A "FIRST TIME SUPERVISORS" COURSE TO ATTEND NEXT WEEK.

IN GENERAL THE CREW HAS BEEN COMING UP WITH MANY GREAT SUGGESTIONS FOR SOLUTIONS TO JOB PROBLEMS. THEY ARE WORKING WELL TOGETHER AND PROBLEM SOLVING WELL TOGETHER TOO.

NEXT MEETING:

I WOULD LIKE TO BRING IN MARK MONROW OF ADVANCE ENTERPRISE SYSTEMS AND STEVE SOUSA OF BUZZARDS BAY WATER DISTRICT IN TO EXPLAIN HOW CLOUD COMPUTING COULD BENEFIT BWD AND OUR OPERATION, AND THE AMOUNT OF WORK IT WILL TAKE ON THE PART OF THE CREW TO MAKE IT SUCCESSFUL.

AFTER SOME DISCUSSION THE BOARD DECIDED THAT THEY WOULD LIKE TO SPEAK WITH THEM BUT TO HOLD OFF UNTIL THE SPRING.

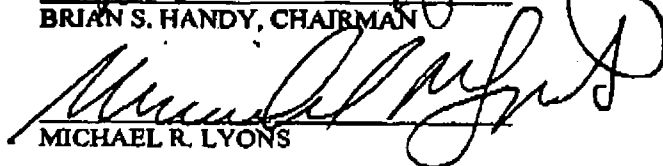
I WILL ALSO BE BRINGING DOCUMENTATION SHOWING WHY WE NEED TO BE FILLING THE VACANCY CREATED BY THE PASSING OF DAVID MONTVILLE. WE ARE FALLING BEHIND IN OUR MAINTENANCE PROGRAMS, ESPECIALLY THE HYDRANT PROGRAM. WE HAVE CHECKED THE HYDRANTS WE KNOW ARE A REAL PROBLEM, BUT THAT WAS WHAT DAVID DID AND I HAVE NO ONE TO PUT ON IT FULL TIME.

THE MEETING ADJOURNED AT 9:30 A.M.

RESPECTFULLY SUBMITTED



NANCY WARD
DISTRICT CLERK


BRIAN S. HANDY, CHAIRMAN
MICHAEL R. LYONS

PETER R. WAY

Documents;

Letter from Mr. Faux filed in his folder



2012 JAN 6 PM 2 51

Office of The Commissioners
Buzzards Bay Water District
P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

TOWN CLERK'S OFFICE
BOURNE, MASS

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:30 p.m. on the following date:

Wednesday January 11, 2012

CALL MEETING TO ORDER:

APPOINTMENTS: None proposed

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE: General

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS: Distribution Information systems

NEW BUSINESS FY/13 Budget Development

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None Proposed

ADJOURNMENT

Caitlin Rocheleau
Caitlin Rocheleau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
PLEASE POST: Meeting Notice



2012 FEB 3 PM 2 39

Office of The Commissioners

TOWN CLERK'S OFFICE Buzzards Bay Water District
BOURNE, MASS P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:30 p.m. on the following date:

Wednesday February 8, 2012

CALL MEETING TO ORDER:

APPOINTMENTS: None proposed

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE: General

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS: FY/13 Budget Review
Staffing

NEW BUSINESS: Capital Improvement Plan

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None Proposed

ADJOURNMENT

Caitlin Rocheleau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
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Office of The Commissioners 2012 MAR 9 PM 3 08
Buzzards Bay Water District
P.O. Box 243 - 15 Wallace Avenue TOWN CLERK'S OFFICE
Buzzards Bay, MA 02532 BOURNE, MASS
(508) 759 - 4631

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:30 p.m. on the following date:

Wednesday March 14, 2012

CALL MEETING TO ORDER:

APPOINTMENTS: None proposed

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE: General

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS: FY/13 Budget Approval
Town Property - Future Well Update

NEW BUSINESS: Approve Annual Meeting, Warrant and Articles
Credit Card Utility Payment Authorization

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None Proposed

ADJOURNMENT

Caitlin Rocheleau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
PLEASE POST: Meeting Notice



2012 MAY 4 PM 2 35

Office of The Commissioners
TOWN CLERK'S OFFICE Buzzards Bay Water District
BOURNE, MASS P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:30 p.m. on the following date:

Wednesday May 9, 2012

CALL MEETING TO ORDER:

APPOINTMENTS: Customer Request: 14 Canal View Road

BOARD REORGANIZATION:

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE: Letter Request: 14 Canal View Road

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS: Bourne Conservation Commission - Future Well Update
Staffing Transition
Personnel Policy Update
Cohasset Narrows Bridge Update
TRM / Sprint Modification Update

NEW BUSINESS: Water District Tax Applicability
Used Hydrant Procurement: Main Street

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS: Water Consumption

EXECUTIVE SESSION: None Proposed

ADJOURNMENT

Caitlin Rocheleau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
PLEASE POST: Meeting Notice



2012 MAY 22 AM 9 56

TOWN CLERK'S OFFICE
BOURNE, MASS

Office of the Commissioners
Buzzards Bay Water District
P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

The Board of Commissioners will attend a meeting to conduct District business at the Lower Conference Room - Bourne Town Hall, Buzzards Bay at 7:00 p.m. on the following date:

Thursday May 24, 2012

AGENDA:

Meet with Conservation Commission regarding possible installation of test wells on Conservation parcels, off Head of the Bay Road, Buzzards Bay.

Caitlin Rocheleau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
PLEASE POST: Meeting Notice



Office of The Commissioners
Buzzards Bay Water District
P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

2012 JUN 8 PM 12 02
TOWN CLERK'S OFFICE
BOURNE, MASS

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:30 p.m. on the following date:

Wednesday June 13, 2012

CALL MEETING TO ORDER:

APPOINTMENTS: None

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS: Bourne Conservation Commission Mtg - Superintendent Update
Personnel Policy Update and Acceptance
Badger Update
Standby Vehicle
Hydrant @ Canal View Road
Voluntary Water Conservation

NEW BUSINESS: Account Billing Overview
Rules & Regulations Update

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None Proposed

ADJOURNMENT

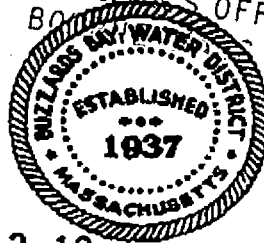

Caitlin Rocheleau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
PLEASE POST: Meeting Notice

TOWN CLERK'S OFFICE
BOURNE, MASS

(FAX)5087591866

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Office of the Commissioners
TOWN CLERK'S OFFICE
Bourne, MA
P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:30 p.m. on the following date:

Wednesday September 12, 2012

CALL MEETING TO ORDER:

APPOINTMENTS: None

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS: Personnel Policy Update and Acceptance Staffing

NEW BUSINESS: Haley & Ward

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None Proposed

ADJOURNMENT

Caitlin Rocheleau

Caitlin Rocheleau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
PLEASE POST: Meeting Notice



2012 OCT 5 PM 3 47

TOWN CLERK'S OFFICE
BOURNE, MASS

Office of The Commissioners
Buzzards Bay Water District
P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:30 p.m. on the following date:

Wednesday October 10, 2012

CALL MEETING TO ORDER:

APPOINTMENTS: None

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS: Personnel Policy Update and Acceptance

NEW BUSINESS:

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None Proposed

ADJOURNMENT


Caitlin Rocheleau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
PLEASE POST: Meeting Notice



2012 NOV 15 AM 11 42

TOWN CLERK'S OFFICE
BOURNE, MASS

Office of The Commissioners
Buzzards Bay Water District
P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:15 p.m. on the following date:

Wednesday November 14, 2012

CALL MEETING TO ORDER:

APPOINTMENTS: Sean Osborne - OSB Consulting, LLC

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS: Personnel Policy Update and Acceptance

NEW BUSINESS: BCRA Proration of Health Insurance Premiums

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None Proposed

ADJOURNMENT

This item is stayed in late due to our jet machine not working
B HJ

Caitlin Rocheleau
Caitlin Rocheleau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
PLEASE POST: Meeting Notice



2012 NOV 15 AM 11 42
TOWN CLERK'S OFFICE
BOURNE, MASS

Office of the Commissioners
Buzzards Bay Water District
P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

**BUZZARDS BAY WATER DISTRICT
BOARD OF WATER COMMISSIONERS
PUBLIC HEARING ON PROPERTY
TAXES**

The Board of Water Commissioners will hold a Public Hearing pursuant to the provisions of Mass. General Laws on Wednesday, November 14, 2012 at 4:00 PM at the Buzzards Bay Water District, 15 Wallace Avenue, Buzzards Bay, MA 02532 to solicit public input on the issue of allocating the Local Property Tax levy among the property classes for the fiscal year 2013. In summary the Board of Water Commissioners is empowered by Mass. General Laws to determine the percentages of the tax levy to be borne by each class of property for the fiscal year. Classes are as follows:

- Residential Property Class One
- Open Space Class Two
- Commercial Property Class Three
- Industrial Property Class Four
- Personal Property

At this hearing, the Board of Assessors will provide information and data relevant to making a decision on allocating the tax burden among the classes of property, including the fiscal effect of the available alternatives. Citizens wishing to be heard on this matter are encouraged to present written and oral testimony to the Board of Commissioners. Written comments may be submitted to the Office of the Board of Commissioners, P.O. Box 243, 15 Wallace Avenue, Buzzards Bay, Ma 02532, no later than Tuesday, November 13, 2012.

Caitlin Rocheleau
Caitlin Rocheleau, Treasurer / Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980

PLEASE POST

*This item is stayed
in late due to an
fax machine malfunctioning
B/HJ*



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TOWN CLERK'S OFFICE
BOURNE, MASS

Office of The Commissioners
Buzzards Bay Water District
P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

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**BUZZARDS BAY WATER DISTRICT
BOARD OF WATER COMMISSIONERS
PUBLIC HEARING ON PROPERTY
TAXES**

The Board of Water Commissioners will hold a Public Hearing pursuant to the provisions of Mass. General Laws on Wednesday, November 14, 2012 at 4:00 PM at the Buzzards Bay Water District, 15 Wallace Avenue, Buzzards Bay, MA 02532 to solicit public input on the issue of allocating the Local Property Tax levy among the property classes for the fiscal year 2013. In summary the Board of Water Commissioners is empowered by Mass. General Laws to determine the percentages of the tax levy to be borne by each class of property for the fiscal year. Classes are as follows:

- Residential Property Class One
- Open Space Class Two
- Commercial Property Class Three
- Industrial Property Class Four
- Personal Property

At this hearing, the Board of Assessors will provide information and data relevant to making a decision on allocating the tax burden among the classes of property, including the fiscal effect of the available alternatives. Citizens wishing to be heard on this matter are encouraged to present written and oral testimony to the Board of Commissioners. Written comments may be submitted to the Office of the Board of Commissioners, P.O. Box 243, 15 Wallace Avenue, Buzzards Bay, Ma 02532, no later than Tuesday, November 13, 2012.

Caitlin Rocheleau, Treasurer / Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980

PLEASE POST

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TOWN CLERK'S OFFICE
BOURNE, MASS

Office of The Commissioners
Buzzards Bay Water District
P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 2:00 p.m. on the following date:

Wednesday November 30, 2012

CALL MEETING TO ORDER:

APPOINTMENTS: Sean Osborne - OSB Consulting, LLC

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None Proposed

ADJOURNMENT


Caitlin Rocheleau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
PLEASE POST: Meeting Notice



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Office of The Commissioners

TOWN CLERK'S OFFICE Buzzards Bay Water District
BOURNE, MASS. P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:30 p.m. on the following date:

Wednesday December 7, 2012

CALL MEETING TO ORDER:

APPOINTMENTS:

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS: Personnel Policy Final Acceptance
BCRA Proration of Health Insurance Premiums
Office Expansion Plans
Staffing

NEW BUSINESS: FY14 Budget Message

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None Proposed

ADJOURNMENT

Caitlin Rocheleau
Caitlin Rocheleau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
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TOWN CLERK'S OFFICE
BOURNE, MASS

Office of The Commissioners
Buzzards Bay Water District
P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:30 p.m. on the following date:

Wednesday December 12, 2012

CALL MEETING TO ORDER:

APPOINTMENTS:

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS: Personnel Policy Final Acceptance
BCRA Proration of Health Insurance Premiums
Office Expansion Plans
Staffing

NEW BUSINESS: FY14 Budget Message

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None Proposed

ADJOURNMENT

Caitlin Rocheleau

Caitlin Rocheleau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
PLEASE POST: Meeting Notice