

# 2015 Meeting Notices

Affordable Housing Trust  
Appeals, Zoning – Board of  
Assessors, Board of  
Bourne Financial Development  
Corp (BFDC)  
Bourne Water District  
Buzzards Bay Water  
Bylaw Committee

To: Town Clerk's Office

From: Kerry Horman

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

Bourne Affordable Housing Trust Meeting  
Wednesday, January 14, 2015 at 5:15PM  
Bourne Housing Authority Offices  
871 Shore Rd.  
Pocasset, MA 02559

#### Agenda

1. Review minutes of previous meeting
2. Summary of Financial Status.
3. Vote to enter executive session to discuss: the acquisition and sale of real estate properties in Bourne for the purpose of building or preserving affordable homes; and review approval of minutes of previous executive session meetings. Return to open session.
4. Update of Old Plymouth Rd. project and take action as necessary to transfer property to the developer
5. Update on Down Payment and Closing Cost program
6. Proposed reorganization of the Housing Services position.
7. Consider proposals for funding to be submitted to the Community Preservation Committee.
8. Review proposed changes to the Zoning By-Law to allow for payments in lieu of creating affordable units.
9. Report of the Affordable Housing Specialist
10. Discussion for future agenda items.

Kerry Horman, Affordable Housing Specialist

2015 JAN 12 PM 4 24  
TOWN CLERK'S OFFICE  
BOURNE, MASS

Bourne Affordable Partnership Meeting  
Minutes  
January 14, 2015

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

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

Members Absent: None

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

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

Chairperson Ross opened the meeting and asked the members to review the minutes from the last meeting. After review of the minutes, a motion was made by Mr. Hill, second by Ms. Moore to accept the minutes of the June 26, 2014 meeting; unanimous vote of the committee.

Ms. Ross gave the members an update on 4 Honora Court. It is currently under agreement. The Trust approved a program for down payment assistance; there were a lot of people who had good credit and could qualify for the mortgage but didn't have enough money for a down payment and closing costs. Through this program, the Trust got someone right away and it will hopefully close in the middle of February. It was approved to market at over 80% of median income but the real estate agent brought in someone that was in the 80% guidelines, so it will stay as an eligible buyer.

Ms. Ross also gave an update on Pilgrim Pines. She informed the members they lost some of the affordables but there was the possibility of losing them all. After a lot of work, the Town came to an agreement and the Housing Trust has to do some subsidy to make it work. Ms. Moore outlined the issues: Pilgrim Pines went to the ZBA to ask for an amendment to their 40B; the ZBA never answered them in the allotted deadline whether it was a substantial change or not. Since the ZBA never answered, they said they had constructive approval. Then the ZBA said no they didn't, but they missed all the legal deadlines. The builder could have gone to housing appeals but that would have taken time and money so they agreed to work a deal with the Town. The Town should have had 12 affordables but now are only getting 4. According to their original regulatory agreement, they could sell the units for an amount of money that they wouldn't have sold for because the formula came out too high. They wanted to put all four of the units on the market immediately prior to building them, and if they weren't sold within 120 days, they would become market rate. The agreement now is that they can only build one with each group that is left, and that the Housing Trust

will subsidize the price; the Town expects to use the Housing money from the DRI funds to do it.

Ms. Ross informed the members the Housing Plan has been done and has been accepted by the Selectmen. Mr. Horman stated the State came back with a couple of provisions they wanted changed, minor things. Ms. Sunnarborg is working on some of them and Mr. Horman is working on the dates and will get it back to the State and it will be done.

Ms. Moore provided an update on the Block Grant: She presented the members with a Request for a Waiver for an emergency case for an applicant that doesn't have enough equity in their house and need to repair a leaking roof. The couple qualifies income wise but does not have the required equity in their house. The house was built in 1995; they've been re-modified and the mortgage is now in affordable range. After some discussion, a motion was made by Ms. Thurston, second by Mr. Hill, to grant the waiver for the equity requirement for the unit at 7 Dover Lane; unanimous vote of the committee.

Ms. Moore provided the members with an update of the Block Grant in general: they just signed off on the 2014 Grant, they have an extension until June 30, 2015. Commercial projects are tough because of the location in the flood zone and the handicap accessible issues and they are not able to get waivers from the Board in Boston. They even brought in a specialist on ADA and there is no way around the issues. Some people are adding money because they want it done but its taking time. Residential projects – ten projects are complete; one is in the construction phase; one must be rebid. Commercial projects – two have been put out bid; four are in the design phase and one has to be rebid, it came in at double the amount that was estimated. The signs didn't go as well as anticipated. People do not want to comply with the regulations. Ms. Moore stated that she wasn't going for another Block Grant due to lack of resources in her office to manage the grant process. She also informed the members that all the units they did in the rehab program (30 units), can be put on the subsidized list.

Mr. Horman updated the members on the Zoning Bylaw in reference to Keystone. He informed the members the Planning Board approved the project without the required 10% affordable housing they require in the downtown area. Mr. Berger challenged it, Mr. Troy reviewed it and said there is no way the Planning Board could waive that but they did. They want to change the bylaw to allow payments in lieu of the affordables. The bylaw states that at the time the unit came up, the cost would be determined by the per unit cost and the regional construction and sales report; what did it cost to construct the home and what did it sell for, for a single family. In Keystone, it won't equate because it's a studio sized apartment. Ms. Ross stated she would prefer it not to be the developer's choice but rather the Planning Board in conjunction with Affordable Housing. Ms. Moore stated since the Town Meeting was next week, they had the choice of offering an amendment on the floor or waiting until the fall meeting since nothing new was being constructed in the downtown area in the near future. Ms. Ross indicated she spoke with Mr. Troy regarding the issue of the committee not being informed when something comes in front of the Planning Board. One of the things that has to be changed is somebody from the Housing Partnership has to now sign off that it doesn't fall under Affordable Housing and also has they should review the

Planning Board agendas on a routine basis. Ms. Moore suggested that Mr. Horman request in writing to the Planning Board to add the Bourne Housing Partnership to the information distribution list when a residential or mixed use development comes in. After some discussion, a motion was made by Mr. Hill, second by Ms. Moore to change the wording of the zoning bylaw E1 to read ... an applicant may have the option, with the approval of the Planning Board and Bourne Housing Partnership..., unanimous vote of the committee.

Mr. Horman explained that agenda item #5 was covered when they discussed the need to have the project routed through the Partnership.

Ms. Ross updated the members on agenda #6 and #7 – reorganization of the Housing Services position and the proposals for Community Preservation Committee. Ms. Ross informed the members that Mr. Horman has recently had to do a lot of work that is above and beyond what he originally had to do. With Pilgrim Pines he did a lot of the writing, for the Trust he has had to do a lot of the writing to get the houses, he has to deal with DHCD on much more of a prolonged and legal issues that no one else can do. He feels he needs to have a different title and job description. Ms. Thurston asked if he had his current job description. Mr. Horman explained that his title mattered when you were in a group in negotiations and no one on your team can describe what your responsibilities are and what your title is. He feels there is an unclear statement as to what role he plays for the Town. On a daily basis he is working with the State, the regional planning agency, the US Department of Agriculture, developers, he is writing documents, creating and implementing programs, meeting with applicants to review their financial status, there wouldn't be a block grant program if he didn't push for it. Mr. Horman is looking for an increase in his pay and a title that reflects his authority. Ms. Ross informed the members that she was in support of his request for an increase in his salary but was unsure of what the title should be. Mr. Horman had requested the title of Director. Mr. Hill agreed that Housing Specialist was general. Ms. Moore asked Mr. Horman to explain what he meant by he had authority to negotiate. He explained that on a daily basis, working with any small thing that wouldn't require going before the Housing Board; to function within his daily operations with authority to carry that out. Ms. Ross suggested an example of which was when they did the Down Payment Program DHCD said they needed to advertise it, he had to call Ms. Ross to ask if he could advertise it. He should have been able to just advertise it and not ask for permission. Those types of things he should have the authority to do. Ms. Moore said that made sense but indicated that the title mattered especially when you compare authority in the Town. When you become a Director, what are you a director of? She said she agreed that the job description had grown along with the compensation. The title needed to change to reflect that. The position of Director in the town has wide authority with many people under them. Ms. Moore asked if he was protected as far as errors and omissions were concerned and what type of employee he was i.e. contract employee, temporary employee, special employee, because that would clarify what type of protection he has. Ms. Ross said she spoke with Nancy yesterday who called three different people to find out and she hasn't gotten back to her yet. As part of the CPA request, they are going to put in for the liability insurance so that if he isn't covered, they can get the liability coverage. Ms. Moore stated that she was confused since the Town doesn't provide that for consultants so were they saying he was an employee and if so didn't they have to go out to advertise the position if he was going to cross over to be an employee. She

said she wasn't sure how this was going to work. She said that a special employee was one that worked for the Town and had certain ethics they had to follow; they were defined by the ethics law. Ms. Ross said it was something they needed to work on for the application. After some discussion regarding the possible title, it was agreed that the title would be changed to Affordable Housing Programs Administrator.

Ms. Thurston updated the members regarding the sprinkler system for Continental. The Fire Department went in front of the CPA to request funding for a sprinkler system. The Chairman of the CPA recommended they do a dual application, the Bourne Housing Authority and the Fire Department. She should have a rough estimate this week including a generator. It is not required but she is having it included in the proposal.

Mr. Horman updated the members on two additional CPA applications: the first of which was where the Trust would provide money to buy, renovate and sell single family houses; the second was the Down Payment Assistance Program. If there was an affordable house where there was a buyer that met the income criteria and had good credit but didn't have a down payment, the Trust would provide the down payment and closing costs. They were asking for support in principle for both applications since they didn't know how much money would be left for the programs at this time until the quote came in for the sprinkler system. After some discussion, a motion was made by Ms. Moore, second by Mr. Hill to support the two additional applications, unanimous vote of the committee.

There being no further business, Ms. Ross asked for a motion to adjourn. Ms. Moore made said motion at 5:11 p.m., second by Mr. Hill; unanimous vote of the committee.

Respectfully submitted,

Dolores Consoletti  
Administrative Support

**Notice**

Bourne Affordable Housing Trust Meeting  
Tuesday, March 3, 2015  
5:00 PM  
Basement Conference Room  
Bourne Town Hall  
24 Perry Ave.  
Buzzards Bay, MA 02532

2015 FEB 26 PM 4 19  
TOWN CLERK'S OFFICE  
BOURNE, MASS

**Agenda:**

1. Review minutes of previous meeting
2. Summary of Financial Status.
3. Review plans from Hebb Builders for affordable homes at Pilgrim Pines and vote whether to accept the plans provided.
4. Review status of Old Plymouth Rd. project and take action as necessary to transfer property to the developer.
5. Vote to enter executive session to discuss: the acquisition and sale of real estate properties in Bourne for the purpose of building or preserving affordable homes; and review minutes of previous executive session meetings. Return to open session.
6. Housing Specialists update on the Down Payment and Closing Cost program and other on going projects
7. Discussion of future agenda items

Kerry Horman,

Affordable Housing Specialist

2015 MAR 27 PM 1 16  
TOWN CLERK'S OFFICE  
BOURNE, MASS

Bourne Affordable Housing Trust  
Minutes of Executive Session Meeting  
March 3, 2015

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

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

Trustees Absent: None

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

Meeting opened at 5:25 p.m.

Mr. Horman informed the members that he was working on a lot over in Pocasset on Wing Road that the Town just ruled the lot couldn't be built upon except under the affordable housing provision. He is working with the attorney who was working with the property owners in the past. He has been unable to speak with the owners. Will update the members at the next meeting.

The members reviewed the minutes from the past Executive Session meetings. Mr. Horman stated that he spoke with Ms. O'Donnell regarding which issues need to be encumbered. She stated that if a decision has been made or there were no pending legal issues, there was no need to keep minutes encumbered. After general discussion as to which topics were covered in the minutes, the following motions were made:

A motion was made by Mr. Walsh, second by Ms. Riordan, to unencumber the minutes of June 15, 2012; an individual role call resulted in Mr. Meier abstaining, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Ms. Riordan, to unencumber the minutes of August 24, 2012; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

A motion was made by Mr. Riordan, second by Mr. Walsh, to unencumber the minutes of October 3, 2012; an individual role call resulted in Mr. Meier abstaining, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

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



A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of December 20, 2012; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan abstaining and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of January 30, 2013; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of May 9, 2013; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of June 12, 2013; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan abstaining and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of July 23, 2013; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan abstaining and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of August 12, 2013; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of September 24, 2013; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of November 11, 2013; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of February 24, 2014; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of March 27, 2014; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan abstaining and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of May 22, 2014; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

There being no further items before the members, Ms. Ross asked for a motion to move out of Executive Session and return to open session. A motion was made by Mr. Meier, second by Mr. Walsh, to move out of Executive Session and move to open session at 5:38 p.m.; an individual roll call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

Respectfully submitted,

Dolores Consoletti  
Administrative Support

Bourne Affordable Housing Trust ✓  
Minutes of Executive Session Meeting  
March 3, 2015

2015 MAR 27 PM 1 16  
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, Peter Meier

Trustees Absent: None

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

Meeting opened at 5:25 p.m.

Mr. Horman informed the members that he was working on a lot over in Pocasset on Wing Road that the Town just ruled the lot couldn't be built upon except under the affordable housing provision. He is working with the attorney who was working with the property owners in the past. He has been unable to speak with the owners. Will update the members at the next meeting.

The members reviewed the minutes from the past Executive Session meetings. Mr. Horman stated that he spoke with Ms. O'Donnell regarding which issues need to be encumbered. She stated that if a decision has been made or there were no pending legal issues, there was no need to keep minutes encumbered. After general discussion as to which topics were covered in the minutes, the following motions were made:

A motion was made by Mr. Walsh, second by Ms. Riordan, to unencumber the minutes of June 15, 2012; an individual role call resulted in Mr. Meier abstaining, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Ms. Riordan, to unencumber the minutes of August 24, 2012; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

A motion was made by Mr. Riordan, second by Mr. Walsh, to unencumber the minutes of October 3, 2012; an individual role call resulted in Mr. Meier abstaining, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

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

✓ A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of December 20, 2012; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan abstaining and Ms. Ross voting yes.

✓ A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of January 30, 2013; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

✓ A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of May 9, 2013; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

✓ A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of June 12, 2013; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan abstaining and Ms. Ross voting yes.

✓ A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of July 23, 2013; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan abstaining and Ms. Ross voting yes.

DP ✓ A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of August 12, 2013; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of September 24, 2013; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of November 11, 2013; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of February 24, 2014; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of March 27, 2014; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan abstaining and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of May 22, 2014; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

There being no further items before the members, Ms. Ross asked for a motion to move out of Executive Session and return to open session. A motion was made by Mr. Meier, second by Mr. Walsh, to move out of Executive Session and move to open session at 5:38 p.m.; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

Respectfully submitted,

Dolores Consoletti  
Administrative Support

Bourne Affordable Housing Trust  
Minutes of Executive Session Meeting  
March 3, 2015

2015 MAY 14 AM 9 03

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, Peter Meier

Trustees Absent: None

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

Meeting opened at 5:25 p.m.

Mr. Horman informed the members that he was working on a lot over in Pocasset on Wing Road that the Town just ruled the lot couldn't be built upon except under the affordable housing provision. He is working with the attorney who was working with the property owners in the past. He has been unable to speak with the owners. Will update the members at the next meeting.

The members reviewed the minutes from the past Executive Session meetings. Mr. Horman stated that he spoke with Ms. O'Donnell regarding which issues need to be encumbered. She stated that if a decision has been made or there were no pending legal issues, there was no need to keep minutes encumbered. After general discussion as to which topics were covered in the minutes, the following motions were made:

A motion was made by Mr. Walsh, second by Ms. Riordan, to unencumber the minutes of June 15, 2012; an individual role call resulted in Mr. Meier abstaining, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Ms. Riordan, to unencumber the minutes of August 24, 2012; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

A motion was made by Mr. Riordan, second by Mr. Walsh, to unencumber the minutes of October 3, 2012; an individual role call resulted in Mr. Meier abstaining, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

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

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of December 20, 2012; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan abstaining and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of January 30, 2013; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of May 9, 2013; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of June 12, 2013; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan abstaining and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of July 23, 2013; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan abstaining and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of August 12, 2013; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of September 24, 2013; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of November 11, 2013; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of February 24, 2014; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of March 27, 2014; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan abstaining and Ms. Ross voting yes.

A motion was made by Mr. Meier, second by Mr. Walsh, to unencumber the minutes of May 22, 2014; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

There being no further items before the members, Ms. Ross asked for a motion to move out of Executive Session and return to open session. A motion was made by Mr. Meier, second by Mr. Walsh, to move out of Executive Session and move to open session at 5:38 p.m.; an individual roll call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

Respectfully submitted,

Dolores Consoletti  
Administrative Support



Bourne Affordable Housing Trust Meeting  
Minutes  
March 3, 2015

2015 MAY 14 AM 9 02

TOWN CLERK'S OFFICE.  
BOURNE, MASS

Meeting Location: Bourne Town Hall, 24 Perry Avenue, Buzzards Bay, Massachusetts  
02532

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

Trustees Absent: None

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

Chairperson Ross called the meeting to order at 5:00 p.m.

Ms. Ross asked the members to review the minutes from the previous meeting. She requested copies of the draft minutes be emailed to each member once Ms. Consoletti had transcribed them rather than wait until just prior to the next meeting. The other members agreed it would be helpful to review a draft copy of the minutes right after a meeting rather than waiting for the next meeting. A motion was made by Ms. Riordan, second by Mr. Walsh to approve the minutes of the January 14, 2015 meeting; three members voting to approve, one member abstained (Mr. Meier).

Mr. Horman presented the financial status update. He requested the item titled Legal Cost for February should be relabeled as Down Payment Program. A motion was made by Mr. Meier, second by Ms. Riordan, to approve the financial update as presented; unanimous vote of the members.

Ms. Ross informed the members that according to the Stipulation Agreement, Hebb has to build the units according to the comprehensive permit which states the units will be designed to be capable of being converted to handicap accessibility if necessary. The first house they want to build is a Cape with a large living area on the first floor; as it would be for a non-handicap accessible family. If it needs to be handicap accessible, he would change the dining room into a bedroom, as is shown on the plans. If someone wins the lottery and they have 2 or 3 children and don't need the handicapped accessibility, the three bedrooms would be on the 2<sup>nd</sup> floor. The second unit will be a ranch. The members reviewed the handout of the design of the proposed Cape. After reviewing the design, a motion was made by Mr. Meier, second by Ms. Riordan, to approve the Cape design as submitted; unanimous vote of the members.

Mr. Horman provided the members with an update on Old Plymouth Road. He informed the members that he had the Deed that needed to be signed in front of a Notary. He would leave the Deed upstairs with Nancy so the members could go and sign it at their earliest convenience. Before the Deed can be recorded and turned over to Dacey for \$1.00, the Regulatory Agreement must be signed by his bank. Ms. O'Donnell is working their attorneys to get that signed. All of the plans are corrected for the septic system from Warwick. They expect to have the permits within a couple of days. Once this Deed is signed and the Bank signs the Regulatory Agreement, it will be done. The responses are ready to go back to the State for the Marking Plan. There was some discussion as to marketing both Old Plymouth Road and Pilgrim Pines together. Mr. Horman stated they couldn't be marketed together because one was a LIP (Old Plymouth Road) and the other one wasn't. They have to advertise them separately and hold a separate lottery. After some discussion, a motion was made by Mr. Meier, second by Ms. Riordan, to sign the Deed as submitted, unanimous vote of the members.

Ms. Ross asked for a vote to move into Executive Session. A motion was made by Mr. Meier, second by Mr. Walsh, to move into Executive Session to discuss acquisition and sale of real estate properties in Bourne for the purpose of building or preserving affordable homes; and review minutes of previous executive session meetings and return to open session; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh, Ms. Riordan voting yes and Ms. Ross voting yes.

The members moved to Executive Session at 5:25 p.m.

At the end of Executive Session, a motion was made by Mr. Meier, second by Mr. Walsh, to move out of Executive Session and move to open session at 5:38 p.m.; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

Mr. Horman updated the members on the closing at Canal Crossing. The paperwork to get the drawdown check for \$7,100.00 has been submitted and a check is ready for the closing. Ms. Ross informed the members that without the use of the Down Payment Program, this deal would not have happened. The applicant qualified for the housing, but didn't have the down payment and closing costs. Mr. Horman stated they may have between 3-5 houses that this program could be used on over the next year.

Mr. Horman reminded the members that Ms. Moore is shutting down the Block Grant in June and will not be going for another one. Mr. Meier stated he was disappointed that they weren't going for another Block Grant. Mr. Horman stated the USDA has money for rehabs but not for emergency issues.

Mr. Horman updated the members on the CPA funding. He stated the Housing Authority application will be \$211,000.00 for the sprinkler system and generator; which left about \$53,000 to help with the Down Payment Program. He stated the Housing Plan has been approved by the State.

There being no other business before the committee, a motion was made by Mr. Meier, second by Mr. Walsh to adjourn at 5:56 p.m.; unanimous vote of the members.

Respectfully submitted,

Dolores Consoletti  
Administrative Support

**Notice**

2015 MAY 4 PM 2 35

TOWN CLERK'S OFFICE  
BOURNE, MASS

Bourne Affordable Housing Trust Meeting

Tuesday, May 7, 2015

5:15 PM

Basement Conference Room

Bourne Town Hall

24 Perry Ave.

Buzzards Bay, MA 02532

**Agenda:**

1. Review minutes of previous meeting
2. Summary of Financial Status.
3. Update on affordable homes at Pilgrim Pines and consider marketing price for the first unit.
4. Review status of Old Plymouth Rd. project and take action as necessary.
5. Consider policy on foreclosure assistance.
6. Vote to enter executive session to discuss: the acquisition and sale of real estate properties in Bourne for the purpose of building or preserving affordable homes; and review minutes of previous executive session meetings. Return to open session.
7. Housing Specialists update on the Down Payment and Closing Cost program and other on going projects
8. Discussion of future agenda items

Kerry Horman,

Affordable Housing Specialist

Bourne Affordable Housing Trust Meeting  
Minutes  
May 7, 2015

Meeting Location: Bourne Town Hall, 24 Perry Avenue, Buzzards Bay, Massachusetts  
02532

Trustees Present: Peter Meier, Stephen Walsh, Judith Riordan

Trustees Absent: Sue Ross

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

Meeting was called to order at 5:00 p.m.

A motion was made by Mr. Walsh, second by Ms. Riordan to have Mr. Meier act as Chairman for the purposes of this meeting in the absence of the Chairperson, Ms. Ross; unanimous vote of the members.

Mr. Meier asked the members to review the minutes of the previous meeting. A motion was made by Mr. Walsh second by Ms. Riordan to approve the minutes of the March 3, 2015 meeting; unanimous vote of the members.

Mr. Horman presented the summary financial status. Mr. Horman informed the members that the check from Keystone had already been deposited into the Trust account. After review of the current financials and discussion of the various accounts, a motion was made by Ms. Riordan second by Mr. Walsh to approve the financial status as presented; unanimous vote of the members.

Mr. Horman presented the update for the Pilgrim Pines project. Hebb has indicated that he would prefer to work with Ms. Ross instead of Mr. Horman. They are not ready to market the unit yet. Mr. Horman felt it would be best to table this item until Ms. Ross could return and address it. After some discussion, a motion was made by Ms. Riordan second by Mr. Walsh to table the agenda item until the next meeting; unanimous vote of the members.

Mr. Horman presented an update on the Old Plymouth Road project. Mr. Horman received an email from Mr. Dacey stating the bank has approved the deal and they've approved the regulatory agreement. The state requires the bank sign off on the regulatory agreement, which is the missing piece. As of right now, his attorney has the correct regulatory agreement and we should have this signed soon. He says he is ready to go ahead, so we should be ready to move ahead once we get that. Mr. Horman hopes to have an update at the next meeting.

Mr. Horman presented the next item regarding Foreclosure Assistance. The Trust now has money, it has housing rehabs, it has down payment assistance program and it has a mechanism to bring lots in. Ms. Moore has an incredible success rate with the Block Grant. But she doesn't have the financial support she needs to run another round. That is something that we should think about correcting. The tools are here and she has done a great job with the Block Grant. Mr. Horman then went on to inform the members that he felt they should be looking at purchasing existing houses and rehabbing them. He felt this would not only provide homes but would be upgrading neighborhoods, providing opportunities for families to come in and not at \$180,000-\$200,000 but at \$140,000-\$150,000. He felt that the strategy should be focusing what the Trust does in coordination with Housing Rehab and others which would tie in with the Block Grant.

Mr. Meier asked for a vote to move into Executive Session. A motion was made by Ms. Riordan, second by Mr. Walsh, to move into Executive Session to discuss acquisition and sale of three real estate properties in Bourne for the purpose of building or preserving affordable homes; and review minutes of previous executive session meetings and return to open session; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes and Ms. Riordan voting yes.

The members moved to Executive Session at 5:32 p.m.

At the end of Executive Session, a motion was made by Mr. Walsh, second by Mr. Riordan, to move out of Executive Session and move to open session at 6:09 p.m.; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes and Ms. Riordan voting yes.

There being no other business before the committee, a motion was made by Mr. Walsh second by Ms. Riordan, to adjourn at 6:10 p.m.; unanimous vote of the members.

Respectfully submitted,

Dolores Consoletti  
Administrative Support

Bourne Affordable Housing Trust Meeting  
And  
Bourn Affordable Housing Partnership  
Minutes  
August 6, 2015

2015 OCT 29 AM 8 39  
TOWN CLERK'S OFFICE  
BOURNE, MASS

Meeting Location: Bourne Town Hall, 24 Perry Avenue, Buzzards Bay, Massachusetts  
02532

Trust Members Present:

Sue Ross, Peter Meier, Stephen Walsh, Judith Riordan

Partnership Members Present:

Sue Ross, Barbara Thurston, Albert Hill, Coreen Moore

Members Absent: None

Others Present: James Snyder, Volunteer Financial Advisor, Kerry Horman, Affordable  
Housing Specialist and Dolores Consoletti, Administrative Support

Meeting was called to order at 4:46 p.m. by Chairperson, Susan Ross.

A motion was made by Mr. Meier, second by Ms. Riordan, to waive the review of minutes of the previous Trust meeting, unanimous vote of the Trust members.

A motion was made by Mr. Hill, second by Ms. Thurston, to waive the review of the minutes of the previous Partnership meeting, unanimous vote of the Partnership members.

Mr. Horman presented the summary of the financial status. The Trust Asset Account bottom line is \$561,217.00. That consists of assets received from sale of properties as well the recent negotiation that the Town made with the assisted living project of \$250,000. That money can be used for anything that has to do with preserving or creating affordable housing.

The members then moved on to review each of the individual accounts. Mr. Horman provided a summary of each account. Ms. Consoletti will forward the year-end summary to the members when the numbers are finalized by the Town.

Ms. Moore joined the meeting at 4:56 p.m.

Ms. Moore presented agenda item #4 – Consideration of the Partnership whether to approve the request of the Bourne Housing Rehabilitation Program for a Single Case Waiver to proceed with rehabilitation of a single family unit located at 749 Head of the Bay Road. Ms. Ross explained the Partnership worked with Ms. Moore and her staff on the Block Grant which was used on some properties off of Head of the Bay Road and Hideaway Village. This was one of the houses they did work on. Ms. Moore further explained they only give

the loan if they have equity in their property. While the property owner did have equity, \$28,000, there was more work needed than originally thought. They give up to \$30,000 and up to \$35,000 if they find lead. She didn't meet that threshold; she only met the threshold of her equity. However, because they feel it is a critical need for her to complete this renovation, they are asking for a waiver over the amount of the equity in her home. If she were to sell the house next year, instead of her having a deferred loan they would actually give her a grant of \$4,300. It is not highly unusual, sometimes these aren't deferred loans they are grants. They have decided to do a deferred loan upon the sale of the house. They would be a partial deferred loan and a partial grant for the \$4,300. In order to do that, they need permission from the Partnership. After some discussion, a motion was made by Ms. Thurston, second by Mr. Hill, to approve the request of the Bourne Housing Rehabilitation Program for a Single Case Waiver to proceed with rehabilitation of a single family unit located at 749 Head of the Bay Road, Unit 26 D., Buzzards Bay, MA 02532; unanimous vote of the Partnership members.

Ms. Moore presented agenda item #5 – Update on the status of the Community Development Block Grant Program. Ms. Moore informed the members they just got an extension on the last grant, which was to end June 30, the extension is until December. The Commercial projects have started. Basically Leo's is completed, they are working on the sign. They are working on Dunn Insurance. Speedway, Redtop and the other building at the end of Main Street have come over the cost estimates. The bids were out of sight. They have gone back to try and narrow the bids down. The biggest problem is they are in the flood zone so they can only do so much renovation before they trip they must be brought up to the standards of flood zone. In addition, the value of the buildings are so low they trip the 50% very quickly and the state requires ADA requirements on the building. Making them ADA compliant both inside and out becomes extremely expensive. The housing rehab has one or two that are outstanding; that went really well. It was the third year doing that program. The sign façade is finally off the ground. The biggest problem is that people do not want to conform to the bylaw. They actually gave money back.

Ms. Moore informed the members this will be the last Block Grant her office will be administering. They will not be going for another round.

Ms. Ross presented agenda item #6 – Update on affordable homes at Pilgrim Pines. She informed the members there is only one unit and they had an information session the previous evening. It is almost completely done. HAC is dealing with it. The State took so long responding to information Kerry sent them, HAC went ahead to start marketing it. There will be an information session at the Housing Authority on the 17<sup>th</sup> and the second one will be on this side of this bridge on August 29<sup>th</sup>. The Town plans access our DRI money with Cape Cod Commission for Pilgrim Pines. The subsidy for each of the homes to be built will be provided by funds by the DRI money. For Old Plymouth Road the subsidy comes from Housing Trust money.

Ms. Ross presented agenda item #7 – Review the status of Old Plymouth Road – Ms. Ross informed the members that Mr. Horman has been running into so many roadblock with the state. Mr. Horman stated that everything now is recorded, the developer has the property, the



regulatory agreement is signed the by the Town, the state, the developer and is recorded. The people called and love the house. The marketing on both houses is going on.

Mr. Horman presented agenda item #8 - Review issues to Harmony Hill. A proposal came in initially about taking the 3<sup>rd</sup> phase at Canal Bluffs, what was to be home owner town houses and converting the entire complex to rentals. Mr. Hill called me and asked me why the Partnership wasn't involved. After speaking with Coreen and Tim, it was a preliminary idea that came in; Housing Assistance Corp is going through turmoil so they haven't done anything. It went before the ZBA and they laid out what they wanted for information before they would hear it and that's never come back. He said it was his understanding that it is waiting for Housing Assistance Corp to come in and formally present a proposal and hearing dates will be set up. Ms. Ross said that she heard the reasoning was that condos have been very hard to sell and the Cape needs rentals.

Mr. Horman presented agenda item #9 – Canalside Apartment status of affordable units and vote by the Housing Partnership to hire a consultant. Mr. Horman informed the members that Canalside is 112 apartment rentals that were done under a 236 Program. He received a call from a tenant who stated she had to move out and she was going to get a Section 8 voucher and wanted to know where she could go. He called Ms. Thurston and started looking into it. The commitment rather than be in perpetuity for those 25% affordable units, was a 40 year commitment. We have been trying to figure out a way in which we can preserve this as affordable units in the future. In the meantime HUD and the State, to compensate have issued Section 8 vouchers to all the people that are eligible within that complex. The owner think between 60 and 80 are eligible, which means they can go anywhere with those vouchers. The owner would like them to stay. The income restriction would come off after 2018, at the end of the 40 year commitment. There is a program that HUD instituted that is called Move to Work which is designed to allow for retention of the 25% as project based Section 8, which is what we want. To convert the vouchers into the project base Section 8 which would keep the units in perpetuity and keep all 112 unit on our Subsidized Housing Inventory List. It is very complicated. Mr. Horman gave the members a proposal from Emily Achtenberg, Housing Policy & Development Consultant (see attached), and an expert in this area. He would like to develop the information and the benefits of the program to convince the owner who has shown no interest in continuing with the Section 8 part of it. She is going to try and develop a strategy and then try to talk him into it. Ms. Moore asked if there were any conditions in his permit that he was granted regarding remaining affordable. She stated the reason he got his density, why he got a waiver, was through a special permit or a variance because he was going to provide affordable housing. Now, if he doesn't have affordable housing, he place is nonconforming, every time he does something, he'll have to get a special permit. That needs to be looked into because that may be an incentive since he may have encumbered his property. After some discussion, a motion was made by Mr. Hill, second by Ms. Thurston, to pursue Phase One for consulting services for Canalside Apartments, unanimous vote of the Partnership members.

Ms. Ross asked the Trust members for a motion in agreement of the Partnership motion. As such, a motion was made by Mr. Meier second by Ms. Riordan to approve the Trust

providing the financial assistance to the Housing Partnership to hire Emily Achtenberg as a consultant for Phase One, unanimous vote of the Trust members.

Mr. Horman presented agenda item #10 – discussion of possible contract with Leonardi Aray. He explained that John Sari was hired to do housing rehab for us under the USDA Program but also has been doing it for the Block Program in town. The contract has come up and it is time to go out for another request for proposal. The US Department of Agriculture will not allow the homeowner to go out and hire an architect or a housing rehab specialist to write up specs. If they do that, they will take it off their grant. We hire the person to go out only when it's needed. Once the construction starts, they serve as an agent for the owner to make sure the work is done right. John Sari is very talented with this but there is too much work for him out there. There are very few people out there who know how to do this type of work. The members reviewed the proposal submitted by Leonardi Aray. Mr. Horman explained he does the same job in Westport that he does here for Bourne but also has his architectural background. Included with the RFP are the references Mr. Horman checked. After some discussion, a motion was made by Ms. Riordan, second by Mr. Meier to enter into a one-year contract with Leonardi Aray to provide housing rehabilitation services to the Trust for the USDA Housing Rehab program not to exceed \$9,000 in the project year; unanimous vote of the Trust members.

Mr. Horman presented agenda item #11 – Housing Specialist update. – He informed the members that he spoke with Ann from the Planning Board and asked to be formally notified of any projects. Ms. Ross told the members they have been getting the Zoning Board's agenda and will insert the Affordable Housing Committee when necessary. Ms. Moore indicated that Tim in her office had been reviewing the projects and would continue to do so.

Future Agenda Items – Ms. Moore stated that a gentlemen that bought across the street is looking at doing 130 units of senior housing in connection with the hotel. It would all be independent living. She informed them that they would have to provide 10% affordables so that it wouldn't get lost in the mix. They need 130 units to make it viable.

There being no further Partnership business, a motion was made by Mr. Hill, second by Ms. Thurston to adjourn the Partnership part the meeting at 6:07 p.m.; unanimous vote of the Partnership members.

Ms. Moore, Mr. Hill, Ms. Thurston and Mr. Snyder left meeting.

A motion was made by Mr. Meier, second by Mr. Walsh to enter into Executive Session at 6:08 p.m. to discuss the acquisition and sale of three real estate properties in Buzzards Bay and Pocasset for the purpose of building, preserving or creating affordable homes and review minutes of previous Executive Sessions meeting and return to open session; and individual role call resulted in Mr. Walsh voting yes, Mr. Meier voting yes, Ms. Ross voting yes, and Ms. Riordan voting yes.

At the end of Executive Session, a motion was made by Mr. Meier, second by Mr. Walsh, to move out of Executive Session and move to open session at 6:25 p.m.; an individual role call

resulted in Mr. Walsh voting yes, Mr. Meier voting yes, Ms. Riordan voting yes and Ms. Ross voting yes.

There being no other business before the committee, a motion was made by Mr. Meier, second by Mr. Walsh, to adjourn at 6:25 p.m.; unanimous vote of the members.

Respectfully submitted,

Dolores Consoletti  
Administrative Support

**Notice  
Joint Meeting**

Bourne Affordable Housing Trust Fund

&

The Bourne Housing Partnership

Thursday, August 6, 2015

4:45 PM

Basement Conference Room

Bourne Town Hall

24 Perry Ave.

Buzzards Bay, MA 02532

2015 AUG 3 PM 2 24

TOWN CLERK'S OFFICE  
BOURNE, MASS.

Agenda:

1. Vote to waive review minutes of previous Trust meeting
2. Vote to waive review minutes of previous Partnership meeting
3. Summary of Financial Status.
4. Consideration and vote of the Partnership whether to approve the request of the Bourne Housing Rehabilitation Program for a Single Case Waiver to proceed with rehabilitation of a single family unit located at 749 Head of the Bay Rd., Unit 26 D, Buzzards Bay, MA 02532.
5. Update on the status of the Community Development Block Grant Program
6. Update on affordable homes at Pilgrim Pines.
7. Review status of Old Plymouth Rd..
8. Review of issues related to Harmony Hill (Canal Bluffs) proposed changes.
9. Canalside Apts. Status of affordable units and vote by the Housing Partnership to hire a consultant to evaluate the potential for preserving 25% of the units as deed restricted affordables and if necessary seek the financial assist of the Affordable Housing Trust. If necessary the vote of the Trust to provide financial assistance to the Partnership to hire a consultant as above.
10. Vote by the Trust to enter into a contract with Leonardi Ari to provide housing rehabilitation services to the Trust for the USDA Housing Rehab program.
11. Housing Specialists update.
12. Discussion of future agenda items
13. Vote to adjourn the Housing Partnership meeting
14. Vote to enter executive session to discuss: the acquisition and sale of three real estate properties in Buzzards Bay and Pocasset for the purpose of building, preserving, or creating affordable homes; and review minutes of previous executive session meetings.
15. Return to open session. Adjourn Trust meeting

Kerry Horman, Affordable Housing Programs Administrator

Bourn Affordable Housing Partnership  
And  
Bourne Affordable Housing Trust Meeting

Minutes  
August 6, 2015

2015 OCT 29 AM 8 39  
TOWN CLERK'S OFFICE  
BOURNE, MASS

Meeting Location: Bourne Town Hall, 24 Perry Avenue, Buzzards Bay, Massachusetts  
02532

Trust Members Present:

Sue Ross, Peter Meier, Stephen Walsh, Judith Riordan

Partnership Members Present:

Sue Ross, Barbara Thurston, Albert Hill, Coreen Moore

Members Absent: None

Others Present: James Snyder, Volunteer Financial Advisor, Kerry Horman, Affordable  
Housing Specialist and Dolores Consoletti, Administrative Support

Meeting was called to order at 4:46 p.m. by Chairperson, Susan Ross.

A motion was made by Mr. Meier, second by Ms. Riordan, to waive the review of minutes of the previous Trust meeting, unanimous vote of the Trust members.

A motion was made by Mr. Hill, second by Ms. Thurston, to waive the review of the minutes of the previous Partnership meeting, unanimous vote of the Partnership members.

Mr. Horman presented the summary of the financial status. The Trust Asset Account bottom line is \$561,217.00. That consists of assets received from sale of properties as well the recent negotiation that the Town made with the assisted living project of \$250,000. That money can be used for anything that has to do with preserving or creating affordable housing.

The members then moved on to review each of the individual accounts. Mr. Horman provided a summary of each account. Ms. Consoletti will forward the year-end summary to the members when the numbers are finalized by the Town.

Ms. Moore joined the meeting at 4:56 p.m.

Ms. Moore presented agenda item #4 – Consideration of the Partnership whether to approve the request of the Bourne Housing Rehabilitation Program for a Single Case Waiver to proceed with rehabilitation of a single family unit located at 749 Head of the Bay Road. Ms. Ross explained the Partnership worked with Ms. Moore and her staff on the Block Grant which was used on some properties off of Head of the Bay Road and Hideaway Village.

This was one of the houses they did work on. Ms. Moore further explained they only give the loan if they have equity in their property. While the property owner did have equity, \$28,000, there was more work needed than originally thought. They give up to \$30,000 and up to \$35,000 if they find lead. She didn't meet the threshold needed for equity. However, because they feel it is a critical need for her to complete this renovation, they are asking for a waiver over the amount of the equity in her home. If she were to sell the house next year, instead of her having a deferred loan they would actually give her a grant of \$4,300. It is not highly unusual, sometimes these aren't deferred loans they are grants. They have decided to do a deferred loan upon the sale of the house. There would be a partial deferred loan and a partial grant for the \$4,300. In order to do that, they need permission from the Partnership. After some discussion, a motion was made by Ms. Thurston, second by Mr. Hill, to approve the request of the Bourne Housing Rehabilitation Program for a Single Case Waiver to proceed with rehabilitation of a single family unit located at 749 Head of the Bay Road, Unit 26 D., Buzzards Bay, MA 02532; unanimous vote of the Partnership members.

Ms. Moore presented agenda item #5 – Update on the status of the Community Development Block Grant Program. Ms. Moore informed the members they just got an extension on the last grant, which was to end June 30, the extension is until December. The Commercial projects have started. Basically Leo's is completed; they are working on the sign. They are working on Dunn Insurance. Speedway, Redtop and the other building at the end of Main Street have come over the cost estimates. The bids were out of sight. They have gone back to try and narrow the bids down. The biggest problem is they are in the flood zone so they can only do so much renovation before they trip they must be brought up to the standards of flood zone. In addition, the values of the buildings are so low they trip the 50% very quickly and the state requirements for ADA. Making them ADA compliant both inside and out becomes extremely expensive. The housing rehab has one or two that are outstanding; that went really well. It was the third year doing that program. The sign façade is finally off the ground. The biggest problem is that people do not want to conform to the bylaw. They actually gave money back.

Ms. Moore informed the members this will be the last Block Grant her office will be administering. They will not be going for another round.

Ms. Ross presented agenda item #6 – Update on affordable homes at Pilgrim Pines. She informed the members there is only one unit and they had an information session the previous evening. It is almost completely done. HAC is marketing it. The State took so long responding to information Kerry sent them, HAC went ahead to start marketing it. There will be an information session at the Housing Authority on the 17<sup>th</sup> and the second one will be on this side of this bridge on August 29<sup>th</sup>. The Town plans to accessed our DRI money with Cape Cod Commission for Pilgrim Pines. The subsidy for each of the homes to be built will be provided by funds by the DRI money. For Old Plymouth Road the subsidy comes from Housing Trust money.

Ms. Ross presented agenda item #7 – Review the status of Old Plymouth Road – Ms. Ross informed the members that Mr. Horman has been running into so many roadblock with the state. Mr. Horman stated that everything now is recorded, the developer has the property, the

regulatory agreement is signed the by the Town, the state, the developer and is recorded. The people called and love the house. The marketing on both houses is going on.

Mr. Horman presented agenda item #8 - Review issues to Harmony Hill. A proposal came in initially about taking the 3<sup>rd</sup> phase at Canal Bluffs, what was to be home owner town houses and converting the entire complex to rentals. Mr. Hill called me and asked me why the Partnership wasn't involved. After speaking with Coreen and Tim, it was a preliminary idea that came in; Housing Assistance Corp is going through turmoil so they haven't done anything. It went before the ZBA and they laid out what they wanted for information before they would hear it and that's never come back. He said it was his understanding that it is waiting for Housing Assistance Corp to come in and formally present a proposal and hearing dates will be set up. Ms. Ross said that she heard the reasoning was that condos have been very hard to sell and the Cape needs rentals.

Mr. Horman presented agenda item #9 – Canalside Apartment status of affordable units and vote by the Housing Partnership to hire a consultant. Mr. Horman informed the members that Canalside is 112 apartment rentals that were done under a 236 Program. He received a call from a tenant who stated she had to move out and she was going to get a Section 8 voucher and wanted to know where she could go. He called Ms. Thurston and started looking into it. The commitment rather than be in perpetuity for those 25% affordable units, was a 40 year commitment. We have been trying to figure out a way in which we can preserve this as affordable units in the future. In the meantime HUD and the State, to compensate have issued Section 8 vouchers to all the people that are eligible within that complex. The owner think between 60 and 80 are eligible, which means they can go anywhere with those vouchers. The owner would like them to stay. The income restriction would come off after 2018, at the end of the 40 year commitment. There is a program that HUD instituted that is called Move to Work which is designed to allow for retention of the 25% as project based Section 8, which is what we want. To convert the vouchers into the project base Section 8 which would keep the units in perpetuity and keep all 112 unit on our Subsidized Housing Inventory List. It is very complicated. Mr. Horman gave the members a proposal from Emily Achtenberg, Housing Policy & Development Consultant (see attached), and an expert in this area. He would like to develop the information and the benefits of the program to convince the owner who has shown no interest in continuing with the Section 8 part of it. She is going to try and develop a strategy and then try to talk him into it. Ms. Moore asked if there were any conditions in his permit that he was granted regarding remaining affordable. She stated the reason he got his density, why he got a waiver, was through a special permit or a variance because he was going to provide affordable housing. Now, if he doesn't have affordable housing, he place is nonconforming, every time he does something, he'll have to get a special permit. That needs to be looked into because that may be an incentive since he may have encumbered his property. After some discussion, a motion was made by Mr. Hill, second by Ms. Thurston, to pursue Phase One for consulting services for Canalside Apartments, unanimous vote of the Partnership members.

Ms. Ross asked the Trust members for a motion in agreement of the Partnership motion. As such, a motion was made by Mr. Meier second by Ms. Riordan to approve the Trust

providing the financial assistance to the Housing Partnership to hire Emily Achtenberg as a consultant for Phase One, unanimous vote of the Trust members.

Mr. Horman presented agenda item #10 – discussion of possible contract with Leonardi Aray. He explained that John Sarri was hired to do housing rehab for us under the USDA Program but also has been doing it for the Block Program in town. The contract has come up and it is time to go out for another request for proposal. The US Department of Agriculture will not allow the homeowner to go out and hire an architect or a housing rehab specialist to write up specs. If they do that, they will take it off their grant. We hire the person to go out only when it's needed. Once the construction starts, they serve as an agent for the owner to make sure the work is done right. John Sari is very talented with this but there is too much work for him out there. There are very few people out there who know how to do this type of work. The members reviewed the proposal submitted by Leonardi Aray. Mr. Horman explained he does the same job in Westport that he does here for Bourne but also has his architectural background. Included with the RFP are the references Mr. Horman checked. After some discussion, a motion was made by Ms. Riordan, second by Mr. Meier to enter into a one-year contract with Leonardi Aray to provide housing rehabilitation services to the Trust for the USDA Housing Rehab program not to exceed \$9,000 in the project year; unanimous vote of the Trust members.

Mr. Horman presented agenda item #11 – Housing Specialist update. – He informed the members that he spoke with Ann from the Planning Board and asked to be formally notified of any projects. Ms. Ross told the members they have been getting the Zoning Board's agenda and will insert the Affordable Housing Committee when necessary. Ms. Moore indicated that Tim in her office had been reviewing the projects and would continue to do so.

Future Agenda Items – Ms. Moore stated that a gentlemen that bought across the street is looking at doing 130 units of senior housing in connection with the hotel. It would all be independent living. She informed them that they would have to provide 10% affordables so that it wouldn't get lost in the mix. They need 130 units to make it viable.

There being no further Partnership business, a motion was made by Mr. Hill, second by Ms. Thurston to adjourn the Partnership part the meeting at 6:07 p.m.; unanimous vote of the Partnership members.

Ms. Moore, Mr. Hill, Ms. Thurston and Mr. Snyder left meeting.

Respectfully submitted,

Dolores Consoletti  
Administrative Support



**Notice  
Joint Meeting**

Bourne Affordable Housing Trust Fund  
&

The Bourne Housing Partnership

Monday, October 5, 2015

5:00 PM

Bourne Housing Authority Office  
871 Shore Rd. Pocasset MA 02559

2015 SEP 29 PM 2 29

TOWN CLERK'S OFFICE  
BOURNE, MASS

Agenda:

1. Review minutes and vote by Trust on the May 7 2015 meeting minutes and the Joint Meeting with the Partnership on August 6, 2015
2. Review minutes and vote by the Partnership on the minutes of the January 14, 2015 meeting and the of minutes of the Joint Meeting with Trust on August 6, 2015.
3. Summary of Financial Status.
- 4 Update on the status of the Community Development Block Grant Program
- 5 Update on the consultant contract to assist with preserving affordable units at Canalside Apartments
6. Review status of Old Plymouth Rd. and Pilgrim Pines single family home lotteries and vote by the Trust as to whether to accept the ranch plan design for lot 77 as proposed by the developer.
7. Review of the changes to the Harmony Hill (Canal Bluffs) 40B project proposed by the developer and consider making recommendations to the Zoning Board of Appeals relative to the changes.
8. Update of discussions of Chairperson Ross and Mr. Horman with developer Ryan Correia on potential affordable units in Buzzards Bay mixed use developments.
9. Discussion of future agenda items
10. Vote to adjourn the Housing Partnership meeting
11. Trustees signing contract with Leonardi Ari to provide housing rehabilitation services to the Trust for the USDA Housing Rehab program.
12. Vote to enter executive session to discuss a counter offer from the owner of land in Pocasset which the Trust has offered to buy in order to build an affordable homes; and review minutes of previous executive session meetings.
13. Return to open session. Adjourn Trust meeting

Kerry Horman, Affordable Housing Programs Administrator

Bourne Affordable Housing Trust Meeting  
and  
Bourne Housing Partnership  
Minutes  
October 5, 2015

2016 JAN 7 AM 9 23  
TOWN CLERK'S OFFICE  
BOURNE, MASS

Meeting Location: Bourne Housing Authority Office, 871 Shore Road, Pocasset,  
Massachusetts 02559

Trust Members Present:

Sue Ross, Stephen Walsh, Judith Riordan

Trust Members Absent:

Peter Meier

Partnership Members Present:

Sue Ross, Barbara Thurston, Albert Hill, Coreen Moore

Members Absent: None

Others Present:

Kerry Horman, Affordable Housing Specialist, Dolores Consoletti,  
Administrative Support and Julie Creamer, Preservation of Affordable  
Housing

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

A motion was made by Ms. Thurston, second by Ms. Riordan, to approve the minutes of Partnership Meeting of August 6, 2015 with the amendment of moving the sentence regarding the information session at the Housing Authority to the next paragraph on page two of the minutes; unanimous vote of the members.

A motion was made by Ms. Riordan, second by Mr. Walsh, to approve the minutes of the May 2, 2015 Trust meeting; unanimous vote of the Trust members.

A motion was made by Ms. Thurston, second by Mr. Hill, to approve the minutes of the January 14, 2015 Partnership meeting; unanimous vote of the Partnership members.

Ms. Ross asked the members to skip to Agenda Item #7 – Review changes to the Harmony Hill project. Julie Creamer, Representative from the Preservation of Affordable Housing presented this item. Canal Bluffs was developed to be a three-phased project. The first phase was always a rental phase with 28 units, 100% affordable. The second phase was going to be for sale units, some market, and some first time affordable. The third phase was supposed to be for sale units, townhome style for first time buyers and some affordable units. That was the original permit. In 2007 there was state funding for first time buyers and

affordable housing ownership; that has disappeared for many communities. When they built phase one, they built with partially building out the wastewater treatment plant, which was a requirement of the 40B permit. They received an amendment to the 40B permit which allowed them to build 45 rental units for ages 55 and older in phase two. That was built in 2011 and completed in 2012 and the wastewater treatment plant was fully built out with the second phase. Both projects have been very successful, they have waiting lists for both phases. Phase one has 3 project phase vouchers and phase two has 7. What's lacking up there right now is three bedroom units. The next phase would have 7 project phase vouchers. The company always applies for the maximum vouchers allowed. They will still accept mobile voucher people. The original proposal was for the exact same number of units and the same makeup, except they were for sale units. The layout is essentially the same, they brought them all to a zero step entry to allow for visitability. Three out of 44 will be handicap accessible. If they tried for more than 7 project phase vouchers, they would have to use prevailing wages for the construction work and they would need waiver requests. They are going in front of the ZBA on Wednesday. If this phase stayed at home ownership, it probably wouldn't get built for a very long time. That type of financing is very difficult to get off the ground. Ms. Ross asked about additional senior housing. Ms. Creamer indicated the second phase was dedicated to seniors but it was hard to get it financed, the State wants units for families. Mr. Horman asked about their management of the property. Ms. Creamer stated they have a management person on-site every day along with a maintenance person. In addition to 24 hour on call maintenance. They would add another part-time manager and maintenance person with the third phase. Ms. Ross stated that when they came in front of the Board originally they promised to have someone living in Canal Bluffs managing the property. She indicated that the management part hasn't lived up to what they promised. Ms. Creamer stated that when HAC owned the property there was someone living there but that didn't work out. They typically don't have people living onsite in their properties. The third phase will allow the first two phases to run even more efficiently. The wastewater treatment plant costs \$120,000 a year to run, which is over \$1,200 per unit per year. Which would be less expensive with more units on line.

The third phase will have 10% of the units at 30% of AMI or lower (they will apply for vouchers for 7 units). Some of the units will be at 50% and 60% and the rest between 80-110%. There will be a play space for kids 3-8 and a training space for the older kids in the center of the cul de sac. All of the units can go on Bourne's SHI. The members reviewed the floor plan for the proposed units in the third phase. After some discussion, Ms. Ross asked the members if there were any remaining questions for Ms. Creamer. There being no questions, Ms. Creamer left the meeting at 6:01 p.m.

After discussion of the proposed Phase Three project, the members agreed to have Mr. Horman write a letter to the Zoning Board of Appeals in favor of the proposed changes in the project stating they would recommend more oversight commitment to the management of the residents and they would like to have better security cameras onsite, in addition, some members had concerns the original plans weren't carried through.

Mr. Horman presented agenda item #3 – Financial Status. Ms. Moore stated the remaining balances on the Housing Specialist accounts would be taken back by the town. Mr. Horman

indicated that the Trust will be discussing the possibility of purchasing a lot in the near future (\$45,000-\$60,000), in addition they will be subsidizing down the Old Plymouth Road property for approximately \$45,000.

Ms. Moore presented agenda item #4 – Update on the Community Housing Development Block Grant. She informed the members they were monitored on Friday. Lisa Deveny had quit and wasn't here for it. Ms. Moore, Sharon Gay and a couple of Ms. Gay's workers went through all the files and put them in order. Ms. Durbin, the monitoring agent was retiring, it was the second to last one that she had to monitor. She allowed them to select the files to check. They looked at them and said they were the best files they had ever seen. It went really well.

Mr. Horman presented agenda item #5 – Update on the Consultant Contract for Canalside Apartments. The Consultant was trying to get some data from the State and they said they couldn't release it without getting approval from the property owner. He called the owner and the owner explained they were doing a lot of capital improvements over the next couple of years so that when they go to refinance or sell in a couple of years, because they've done these improvements it won't come off their operating expenses in the future which will give them a better net operating income. They didn't want to do anything, they wanted to focus on the capital improvements. The consultant has already put 15 hours in to this. She suggested taking the data she has with her recommendations and giving us a report. Mr. Horman recommends signing the contract and having her not to go beyond phase one of the contract. After some discussion, a motion was made by Ms. Thurston, second by Mr. Hill, to go forward with phase one of the contract; unanimous vote of the Partnership members.

Ms. Ross presented agenda item #6 – Review status of Old Plymouth Road and Pilgrim Pines lotteries. Both lotteries are completed. HAC is starting to work on it. The Trust has to subsidize the sale of the Pilgrim Pines house and is getting the money from the Cape Cod Commission. The members reviewed the ranch design submitted for the next group of houses at Pilgrim Pines. After review, a motion was made by Ms. Riordan, second by Mr. Walsh to accept the ranch design submitted by the developer for the lot at Pilgrim Pines; unanimous vote of the Trust members.

Mr. Horman informed the members they have a buyer for the home at Old Plymouth Road; a family with 3 boys won the lottery and they will be using the down payment program.

Ms. Ross presented agenda item #8 – Update of discussions with developer Ryan Correia. He plans on going ahead with the one on Main Street and will be putting 16 rental units in there. They discussed using Trust money to get more affordable units. After discussions with Mr. Correia, Mr. Horman and Ms. Ross talked with Ms. O'Donnell to see how to make that work, which is basically buy the right to put the deed rider on the unit. Ms. Ross said she was encourage by their discussions. Mr. Horman said Mr. Correia was going to get back to him when he returned from vacation.

There being no business before the Partnership members, a motion was made by Mr. Hill, second by Ms. Thurston to adjourn at 6:42 p.m.

Ms. Thurston, Mr. Hill and Ms. Moore left the meeting at 6:42 p.m.

Ms. Ross presented agenda item #11 – Members to sign contract with Leonardi Air. Trust members signed the contract with Leonardi Ari which was approved at the previous meeting.

A motion was made by Ms. Riordan, second by Mr. Wash, to enter into Executive Session at 6:44 p.m. to discuss a counter offer from the owner of the land in Pocasset which the Trust has offered to buy in order to build and affordable home; and review minutes of previous executive session meetings and return to open session; an individual role call resulted in Ms. Riordan voting yet; Mr. Walsh voting yes, and Ms. Ross voting yes.

At the end of Executive Session, a motion was made by Ms. Riordan, second by Mr. Walsh, to move out of Executive Session and move to open session at 7:01 p.m.; an individual role call resulted in Ms. Riordan voting yes; Mr. Walsh voting yes, and Ms. Ross voting yes.

There being no other business before the committee, a motion was made by Mr. Meier, second by Mr. Walsh, to adjourn at 7:02 p.m.; unanimous vote of the members.

Respectfully submitted,

Dolores Consoletti  
Administrative Support

**Notice**  
**Joint Meeting**  
The Bourne Housing Partnership  
&  
Bourne Affordable Housing Trust Fund  
Monday, October 5, 2015  
5:00 PM  
Bourne Housing Authority Office  
871 Shore Rd. Pocasset MA 02559

SEP 29 PM 2 29  
TOWN CLERK'S OFFICE  
BOURNE, MASS

**Agenda:**

1. Review minutes and vote by Trust on the May 7 2015 meeting minutes and the Joint Meeting with the Partnership on August 6, 2015
2. Review minutes and vote by the Partnership on the minutes of the January 14, 2015 meeting and the of minutes of the Joint Meeting with Trust on August 6, 2015.
3. Summary of Financial Status.
- 4 Update on the status of the Community Development Block Grant Program
- 5 Update on the consultant contract to assist with preserving affordable units at Canalside Apartments
6. Review status of Old Plymouth Rd. and Pilgrim Pines single family home lotteries and vote by the Trust as to whether to accept the ranch plan design for lot 77 as proposed by the developer.
7. Review of the changes to the Harmony Hill (Canal Bluffs) 40B project proposed by the developer and consider making recommendations to the Zoning Board of Appeals relative to the changes.
8. Update of discussions of Chairperson Ross and Mr. Horman with developer Ryan Correia on potential affordable units in Buzzards Bay mixed use developments.
9. Discussion of future agenda items
10. Vote to adjourn the Housing Partnership meeting

Kerry Horman, Affordable Housing Programs Administrator

Bourne Housing Partnership  
and  
Bourne Affordable Housing Trust Meeting  
Minutes  
October 5, 2015

2016 JAN 7 AM 9 23

Meeting Location: Bourne Housing Authority Office, 871 Shore Road, Pocasset,  
Massachusetts 02559

TOWN CLERK'S OFFICE  
BOURNE, MASS

Trust Members Present:

Sue Ross, Stephen Walsh, Judith Riordan

Trust Members Absent:

Peter Meier

Partnership Members Present:

Sue Ross, Barbara Thurston, Albert Hill, Coreen Moore

Members Absent: None

Others Present: Kerry Horman, Affordable Housing Specialist, Dolores Consoletti,  
Administrative Support and Julie Creamer, Preservation of Affordable  
Housing

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

A motion was made by Ms. Thurston, second by Ms. Riordan, to approve the minutes of Partnership Meeting of August 6, 2015 with the amendment of moving the sentence regarding the information session at the Housing Authority to the next paragraph on page two of the minutes; unanimous vote of the members.

A motion was made by Ms. Riordan, second by Mr. Walsh, to approve the minutes of the May 2, 2015 Trust meeting; unanimous vote of the Trust members.

A motion was made by Ms. Thurston, second by Mr. Hill, to approve the minutes of the January 14, 2015 Partnership meeting; unanimous vote of the Partnership members.

Ms. Ross asked the members to skip to Agenda Item #7 – Review changes to the Harmony Hill project. Julie Creamer, Representative from the Preservation of Affordable Housing presented this item. Canal Bluffs was developed to be a three-phased project. The first phase was always a rental phase with 28 units, 100% affordable. The second phase was going to be for sale units, some market, and some first time affordable. The third phase was supposed to be for sale units, townhome style for first time buyers and some affordable units. That was the original permit. In 2007 there was state funding for first time buyers and affordable housing ownership; that has disappeared for many communities. When they built phase one, they built with partially building out the wastewater treatment plant, which was a requirement of the 40B permit. They received an amendment to the 40B permit which allowed them to build 45 rental units for ages 55 and older in phase two. That was built in

2011 and completed in 2012 and the wastewater treatment plant was fully built out with the second phase. Both projects have been very successful, they have waiting lists for both phases. Phase one has 3 project phase vouchers and phase two has 7. What are lacking up there right now are three bedroom units. The next phase would have 7 project phase vouchers. The company always applies for the maximum vouchers allowed. They will still accept mobile voucher people. The original proposal was for the exact same number of units and the same makeup, except they were for sale units. The layout is essentially the same; they brought them all to a zero step entry to allow for visitability. Three out of 44 will be handicap accessible. If they tried for more than 7 project phase vouchers, they would have to use prevailing wages for the construction work and they would need waiver requests. They are going in front of the ZBA on Wednesday. If this phase stayed at home ownership, it probably wouldn't get built for a very long time. That type of financing is very difficult to get off the ground. Ms. Ross asked about additional senior housing. Ms. Creamer indicated the second phase was dedicated to seniors but it was hard to get it financed, the State wants units for families. Mr. Horman asked about their management of the property. Ms. Creamer stated they have a management person on-site every day along with a maintenance person. In addition to 24 hour on call maintenance. They would add another part-time manager and maintenance person with the third phase. Ms. Ross stated that when they came in front of the Board originally they promised to have someone living in Canal Bluffs managing the property. She indicated that the management part hasn't lived up to what they promised. Ms. Creamer stated that when HAC owned the property there was someone living there but that didn't work out. They typically don't have people living onsite in their properties. The third phase will allow the first two phases to run even more efficiently. The wastewater treatment plant costs \$120,000 a year to run, which is over \$1,200 per unit per year. Which would be less expensive with more units on line.

The third phase will have 10% of the units at 30% of AMI or lower (they will apply for vouchers for 7 units). Some of the units will be at 50% and 60% and the rest between 80-110%. There will be a play space for kids 3-8 and a training space for the older kids in the center of the cul de sac. All of the units can go on Bourne's SHI. The members reviewed the floor plan for the proposed units in the third phase. After some discussion, Ms. Ross asked the members if there were any remaining questions for Ms. Creamer. There being no questions, Ms. Creamer left the meeting at 6:01 p.m.

After discussion of the proposed Phase Three project, the members agreed to have Mr. Horman write a letter to the Zoning Board of Appeals in favor of the proposed changes in the project stating they would recommend more oversight commitment to the management of the residents and they would like to have better security cameras onsite, in addition, some members had concerns the original plans weren't carried through.

Mr. Horman presented agenda item #3 – Financial Status. Ms. Moore stated the remaining balances on the Housing Specialist accounts would be taken back by the town. Mr. Horman indicated that the Trust will be discussing the possibility of purchasing a lot in the near future (\$45,000-\$60,000), in addition they will be subsidizing down the Old Plymouth Road property for approximately \$45,000.

Ms. Moore presented agenda item #4 – Update on the Community Housing Development Block Grant. She informed the members they were monitored on Friday. Lisa Deveny had quit and wasn't here for it. Ms. Moore, Sharon Gay and a couple of Ms. Gay's workers went through all the files and put them in order. Ms. Durbin, the monitoring agent was retiring; it



was the second to last one that she had to monitor. She allowed them to select the files to check. They looked at them and said they were the best files they had ever seen. It went really well.

Mr. Horman presented agenda item #5 – Update on the Consultant Contract for Canalside Apartments. The Consultant was trying to get some data from the State and they said they couldn't release it without getting approval from the property owner. He called the owner and the owner explained they were doing a lot of capital improvements over the next couple of years so that when they go to refinance or sell in a couple of years, because they've done these improvements it won't come off their operating expenses in the future which will give them a better net operating income. They didn't want to do anything; they wanted to focus on the capital improvements. The consultant has already put 15 hours in to this. She suggested taking the data she has with her recommendations and giving us a report. Mr. Horman recommends signing the contract and having her not to go beyond phase one of the contract. After some discussion, a motion was made by Ms. Thurston, second by Mr. Hill, to go forward with phase one of the contract; unanimous vote of the Partnership members.

Ms. Ross presented agenda item #6 – Review status of Old Plymouth Road and Pilgrim Pines lotteries. Both lotteries are completed. HAC is starting to work on it. The Trust has to subsidize the sale of the Pilgrim Pines house and is getting the money from the Cape Cod Commission. The members reviewed the ranch design submitted for the next group of houses at Pilgrim Pines. After review, a motion was made by Ms. Riordan, second by Mr. Walsh to accept the ranch design submitted by the developer for the lot at Pilgrim Pines; unanimous vote of the Trust members.

Mr. Horman informed the members they have a buyer for the home at Old Plymouth Road; a family with 3 boys won the lottery and they will be using the down payment program.

Ms. Ross presented agenda item #8 – Update of discussions with developer Ryan Correia. He plans on going ahead with the one on Main Street and will be putting 16 rental units in there. They discussed using Trust money to get more affordable units. After discussions with Mr. Correia, Mr. Horman and Ms. Ross talked with Ms. O'Donnell to see how to make that work, which is basically buy the right to put the deed rider on the unit. Ms. Ross said she was encouraged by their discussions. Mr. Horman said Mr. Correia was going to get back to him when he returned from vacation.

There being no business before the Partnership members, a motion was made by Mr. Hill, second by Ms. Thurston to adjourn at 6:42 p.m.; unanimous vote of the members.

Respectfully submitted,

Dolores Consoletti  
Administrative Support

**Notice  
Joint Meeting**

Bourne Affordable Housing Trust Fund  
&

The Bourne Housing Partnership  
Monday, December 14, 2015

5:15 PM

Bourne Housing Authority Office  
871 Shore Rd. Pocasset MA 02559

2015 DEC 8 AM 11 15  
TOWN CLERK'S OFFICE  
BOURNE, MASS

**Agenda:**

1. Review minutes and vote by Trust on the October 5, 2015 on the Joint Meeting with the Partnership.
2. Review minutes and vote by the Partnership on the minutes of the Joint Meeting with Trust on October 5, 2015.
3. Summary of Financial Status.
- 4 Consideration of applications for CPA funding for FY2017 for Housing Services, Down Payment Assistance, and creation of new affordable rental or home ownership housing units.
- 5 Update on the consultant report to assist with preserving affordable units at Canalside Apartments
6. Request from Housing Assistance Corps for financial assistance for the 2015 Big Fix Project in Bourne
7. Review status of Old Plymouth Rd. and Pilgrim Pines single family home lotteries
8. Update of ZBA action on amendments to Harmony Hill (Canal Bluffs) 40B project proposed by the developer.
9. Update on potential affordable units in Buzzards Bay mixed use developments.
10. Update on Housing Rehab Program
11. Discussion of future agenda items
11. Vote to Adjourn Partnership Meeting.
12. Vote by Trust on engineering services proposals.
13. Vote to as to whether to enter into the purchase and sales agreement on land 31 Wing Rd. Pocasset which the Trust has offered to buy in order to build a single affordable home.
14. Vote to enter executive session to reconsider interest in purchasing a single family non conforming lot in Buzzards Bay and review minutes of previous executive session meetings.
15. Return to open session.  
Adjourn Trust meeting

Kerry Horman, Affordable Housing Programs Administrator

Bourne Housing Partnership  
and  
Bourne Affordable Housing Trust Meeting  
Minutes  
December 14, 2015

2016 MAR 10 AM 9 00

Meeting Location: Bourne Housing Authority Office, 871 Shore Road, Pocasset,  
Massachusetts 02559 ) TOWN CLERK'S OFFICE  
BOURNE, MASS

Trust Members Present:

Sue Ross, Stephen Walsh, Judith Riordan, Peter Meier

Trust Members Absent:

None

Partnership Members Present:

Sue Ross, Barbara Thurston, Albert Hill

Members Absent: Coreen Moore

Others Present: James Snyder, Volunteer Financial Advisor, Kerry Horman, Affordable  
Housing Specialist and Dolores Consoletti, Administrative Support

Meeting was called to order at 5:18 p.m. by Chairperson, Susan Ross.

A motion was made by Ms. Riordan, second by Mr. Walsh, to approve the minutes of Trust Meeting of October 5, 2015; three members voting yes, one member voting to abstain (Mr. Meier).

A motion was made by Ms. Thurston, second by Mr. Hill, to approve the minutes of the Partnership Meeting of October 5, 2015; unanimous vote of the Partnership members.

Mr. Horman presented agenda item #3 – Summary of Financials. Mr. Horman distributed summary financials to the members. He explained the Trust just expended \$43,100 out of the \$108,000 with the closing of Old Plymouth Road, it was the cost of the subsidy to bring the cost of Old Plymouth Road down. There is an additional \$55,000 on the financials because there is a P&S agreement the Trust will be signing tonight. The account, which is the account set aside to buy land and build houses, will be under \$10,000. That account needs to be replenished either out of Trust funds or CPA funds.

The other account of interest is the account for the Down Payment Program which has \$53,600 in it. That comes out to about 5% of the sale price of these houses. We have expended about \$20,000 on two closings. That brings that down to about \$33,000. We expect three more at Pilgrim Pines that would clear out that account and might bring it into a deficit situation. This program has been critical to the success of getting affordables sold. Ms. Ross stated that if we get stuck for money, they could lower the amount they give a little bit.

The Trust Asset Account brought in \$45,000 from the Cape Cod Commission. We closed on one of the houses at Pilgrim Pines for \$45,000 to subsidize the price down. We just closed the Old Plymouth Road and did the marketing for that so we get a 3% fee on the marketing which is roughly \$5,300. Right now there is about \$564,000 of Trust Assets.

Ms. Ross informed the members that Tom Guerino, Town Administrator, called her about a month ago. The DRI money that is for affordable housing can't be touched unless the Town says we can. We use to write our own letter, now the Town has to do it. We have \$220,000 in there which we have earmarked for the Pilgrim Pines houses. They're trying to get money to start the sewer project for Buzzards Bay. Any project over 10 units has to have affordables plus we would like to get in extra so Tom called and said he wanted, at Cape Cod Commissions suggestion, to have Affordable Housing Contributing to this. We should because there are going to be a number of units that are going to need sewer that are going to be affordable. They said they were going to take \$20,000. Ms. Ross told him she couldn't speak for the Board but they had been talking about getting more units and know the only way to get them is to get the sewer. Mr. Horman was looking over the financials and determined that we have to give back another \$20,000 for the GAP Program; it ran out and we have to give it back. She told Tom we also had that \$20,000 to give back.

A motion was made by Mr. Meier, second by Mr. Walsh, to approve the treasurer's report as submitted; unanimous vote of the Trust members.

A motion was made by Ms. Thurston, second by Mr. Hill, to approve the treasurer's report as submitted; unanimous vote of the Partnership members.

Ms. Ross presented agenda item #4 – Consideration of applications for CPA funding for FY2017. Ms. Ross informed the members there was only \$157,000 for Affordable Housing this year in CPA funds. Ms. Thurston indicated that as of July 1, 2016 the Bourne Fire Department will no longer be monitoring their fire alarm system, it will have to be monitored by someone else. They will be asking for funds for the change in equipment and the upfront money to convert systems. She thought it was safe to say it would be under \$20,000. They had no idea this was going to be happening and they don't have the money to fund this. Mr. Horman proceeded to review the Bourne Affordable Housing Services and Support Summary application. The total request of \$61,380 is exactly the same as last year. The Trust would put in the same amount as last year, \$5,200 for a total budget of \$66,580. This is based upon 20 hours a week for Mr. Horman and 8 hours a week for Ms. Consoletti plus legal and offices expenses. The Partnership will run as the lead applicant and the Trust as the co-applicant. After some discussion, a motion was made by Ms. Thurston, second by Ms. Ross, to support the CPA funding request; two Partnership members voting yes, one Partnership member abstaining (Mr. Hill). A motion was made by Mr. Meier, second by Ms. Riordan, to support the CPA funding request; unanimous vote of the Trust members.

Mr. Horman reviewed the second CPA funding request, the Down Payment Program Assistance and Subsidy Program. He indicated there are three more closings at Pilgrim Pines at roughly \$10,000 each for assistance. That would take \$30,000 out of what is left of the existing Down Payment Program, we've already taken out \$20,000 and we are pretty sure we have a resale coming up in the Spring. If all of that happens we will be in a deficit situation. As difficult as it is for people to get a mortgage, it is much more difficult for them to come up with a down payment and closing costs which are running over \$10,000. Ms. Ross stated

they still are required to come up with some down payment themselves, usually just under \$3,000. Very qualified people have trouble coming up with all of that money. This program has been very successful. Bourne has probably had more success at selling affordables in a timely manner than other towns and it is due to this program. A motion was made by Ms. Thurston, second by Mr. Hill, to support the CPA funding request; unanimous vote of the Partnership members. A motion was made by Mr. Meier, second by Ms. Riordan, to support the CPA funding request; unanimous vote of the Trust members.

Mr. Horman reviewed the final CPA application for New Affordable Homes Programs with a funding request of up to \$60,620. He indicated that when the numbers for Ms. Thurston's new monitoring system came in, they would come out of this number. We are looking to use the left over funds to invest in either buying land or towards the cost of construction of a house. We want to have the flexibility to work with rentals in downtown Buzzards Bay. If the opportunity comes about to work in the downtown that we can buy into rentals, we might be able to take some money and use that to buy the deed restriction on a rental in perpetuity and get 25% of units tied up as deed restricted and get full credit for the full project. We want to go the CPA and say we want to use this money for the purpose of creating more units. Ms. Ross indicated that she felt we would have to decide which we were going to do. The CPA wasn't going to let us do both, not build or rentals. She felt they would say one or the other. She felt the application was fine, the wording just needed to be tweaked a little. After some discussion, a motion was made by Ms. Riordan, second by Mr. Meier, to request up to \$60,620 to create new affordable units in FY2017, unanimous vote of the Trust members. A motion was made by Ms. Thurston, second by Mr. Hill, to support the Trust in the CPA funding request to create new affordable units in FY2017; unanimous vote of the Partnership members.

Mr. Horman presented agenda item #5 – Updated on the Consultant Report for Preserving Affordable Units at Canalside Apartments. The consultant hasn't really done anything, she has just started to get back into it. The owner of the apartments is doing a three-year capital improvements program and isn't going to do anything until the end of that at the earliest.

Mr. Horman presented agenda item #6 – Request from Housing Assistance Corps. HAC has a program that they do one town every year on the Cape where they come in and get volunteer and donations to upgrade people's houses. They set priorities for families of veterans and elderly. Ms. Ross participated this year and it was very successful. Ms. Ross stated they advertised it, they narrowed it down to only eight houses because that was the number of volunteers they had and they set it all up. They look at the houses, make the lists, order the all the necessary supplies, when you go to do the job, there are pallets of everything you need. Most of the stuff you do is outside. The Town DPW was great, they kept coming all day long taking trash after trash, filling the dump truck. Home Depot sent a crew of people and donated the supplies. Kate Ferreira, Project Manager from the Housing Assistance Corporation contacted Mr. Horman with a shortfall of \$3,609.42 asking for the Trust's assistance. After some discussion, a motion was made by Mr. Meier, second by Mr. Walsh to approve the financial assistance of \$3,609.42 to Housing Assistance Corporation for the purpose of supporting the homes in Bourne; unanimous vote of the Trust members.

Agenda item # 7 – status of Old Plymouth Road and Pilgrim Pines. Ms. Ross stated that the couple that bought the Old Plymouth Road house were a nice couple, both have jobs, they live in Bourne, their kids went to the Bournedale Elementary School and can still go there, their teacher lives in back of them. The house at Pilgrim Pines was the same thing. Great

family, thrilled to have the house. Hard working, great credit, everything was good they just needed the down payment help. She indicated they just started the marketing for the second house in Pilgrim Pines.

Ms. Ross presented agenda item #8 – Update of ZBA action on amendments to Harmony Hill 40B project. After the last joint meeting the members authorized Mr. Horman to write a letter outlining the concerns of the members. Mr. Horman contacted the gentleman at Canalside who has a good surveillance system and the police had been contacted by the ZBA to see what they wanted. Mr. Berger stated that at the recent Appeals Board meeting, they put all of that in the conditions. They now have to put surveillance in that the police asked for and they have to have someone living there. She thanked everyone for their input and was very happy with the results.

Mr. Horman presented agenda item #9 – Affordable units in Buzzards Bay. Mr. Horman informed the members that Mr. Correria called him today and he has received a commitment from Hampton Inns to build in the downtown area, across the street from where the park is. He has three units there, he plans to take those down and put in mixed use with 15 rentals in them. He's required to do 10% (1.5) affordables, we are working with him to try and go from 10% to 25%. Mr. Hill asked how many stories was the building; Ms. Ross said it had a first floor (Main Street) that was for retail, with parking under with elevators so no one has to climb up stairs and rentals on the second floor. The Trust will have some say in the look of the building if it puts money into the project. The project is in the very beginning stages. The idea would be that the Trust would be buying the deed restriction on the units, not the units.

Mr. Horman presented agenda item #10 – Update on Housing Rehab Program. Mr. Horman indicated he was unable to get any response from the USDA. He has two people with applications in process. He will follow up after the holidays.

Ms. Ross presented agenda item #11 – Future agenda items. Ms. Ross asked for discussion for any future agenda items. Ms. Thurston asked if we were keeping an eye on any new developments that come in to ensure there were coming before the committee. Ms. Ross stated there was nothing new in the pipeline and they were keeping tabs on things. She informed the members there was one person over at Pilgrim Pines that will be doing a resale after the first of the year.

There being no business before the Partnership members, a motion was made by Mr. Hill, second by Ms. Thurston to adjourn at 6:30 p.m.; unanimous vote of the Partnership members.

Respectfully submitted,

Dolores Consoletti  
Administrative Support

**MEETING NOTICE OF  
ZONING BOARD OF APPEALS  
JANUARY 7, 2015  
7:00 PM  
BOURNE TOWN HALL, 24 PERRY AVENUE, BUZZARDS BAY**

**AGENDA ITEMS**

**7:00 p.m. — Approval of minutes**

**7:05 p.m. - #39-14 - SPECIAL PERMIT ACCESSORY DWELLING**

Ryan Haden at 18 Sachem Drive, Sagamore Beach. Map 7.4, Parcel 85 in an R40 zoning district.  
Proposal: Applicant seeks to add an in-law apartment.

**7:10 p.m. #40-14 – VARIANCE**

Canal Land Surveying/Peter Bill at 8 Cliff Road, Monument Beach. Map 31.3, Parcel 33 in an R40 zoning district. Proposal: Applicant seeks relief from the front yard setback requirement.

**Old business**

**New business**

**Public comment**

**Adjourn**

2014 DEC 23 AM 8 42  
TOWN CLERK'S OFFICE  
BOURNE, MASS

**Meier, Marie**

---

**From:** Lisa Groezinger <lgroezinger@gmail.com>  
**Sent:** Thursday, January 22, 2015 5:29 PM  
**To:** Johnson, Barry  
**Cc:** Chapman, Wendy; Meier, Marie; Gratis, Ann  
**Subject:** ZBA - meeting of 2/4/15 - TO POST

**MEETING NOTICE OF  
ZONING BOARD OF APPEALS  
FEBRUARY 4, 2015  
7:00 PM  
BOURNE TOWN HALL, 24 PERRY AVENUE, BUZZARDS BAY**

**AGENDA ITEMS**

**7:00 p.m. — Approval of minutes**

**7:05 p.m. - #41-14 - VARIANCE**  
Cheney Realty LLC at 18 Clark Road

**7:10 p.m. #42-14 – SPECIAL PERMIT ACCESSORY DWELLING**

Emilie Martin at 710 County Road, Pocasset. Map 39, Parcel 12 in an R40 zoning district. Proposal: Applicant seeks to remodel existing space adding a kitchen with stove to accommodate an "in-law" apartment.

**7:15 p.m. #43-14 – VARIANCE**

Osvaldo Lidonni at 8 Wright Lane, Buzzards Bay. Map 23, Section 1, Lot 45 in an R40 zoning district. Proposal: Applicant seeks variance to exceed GFA. Garage is under dwelling due to dwelling height as a result of the flood plain elevation.

**Old business**

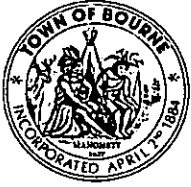
**New business**

**Public comment**

JAN 23 AM 8 32  
TOWN CLERK'S OFFICE  
BOURNE, MASS

--  
"Wake up every morning as if something wonderful is going to happen."





# TOWN OF BOURNE

## *Board of Appeals*

Bourne Town Hall  
24 Perry Avenue

Buzzards Bay, MA 02532

Phone: (508) 759-0615 ex. 3 Fax: (508) 759-0611



### MEETING NOTICE OF ZONING BOARD OF APPEALS MARCH 4, 2015

7:00 PM

Bourne Town Hall, Lower Conference Room, 24 Perry Ave, Buzzards Bay

#### AGENDA ITEMS

7:00 p.m. — Approval of minutes

7:05 p.m. - #41-14 – VARIANCE (CONT.)

Cheney Realty LLC at 18 Clark Road continued from previous meeting

7:10 p.m. #2015-SP-1 – SPECIAL PERMIT (Continued to March 18, 2015)

Richard and Tamar Irving at 12 Prospect Avenue, Pocasset. Map 43.4, Parcel 87 in an R40 zoning district. Proposal: Applicant seeks special permit to exceed GFA to a pre-existing non-conforming lot by 7%.

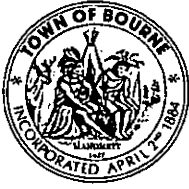
7:15 p.m. #2015-SP-2 – SPECIAL PERMIT (Continued to March 18, 2015)

Gary Goodhile at 39 Saco Avenue, Pocasset. Map 43.4, Parcel 38 in an R40 zoning district. Proposal: Applicant seeks special permit to exceed GFA as well as allowable lot coverage.

Old business

New business

2015 FEB 25 AM 10 47  
TOWN CLERK'S OFFICE  
BOURNE, MASS



**TOWN OF BOURNE**  
***Board of Appeals***

Bourne Town Hall  
24 Perry Avenue  
Buzzards Bay, MA 02532  
Phone: (508) 759-0615 ex. 3 Fax: (508) 759-0611



**AMENDED**

**MEETING NOTICE OF  
ZONING BOARD OF APPEALS  
MARCH 4, 2015  
7:00 PM**

**Bourne Town Hall, Lower Conference Room, 24 Perry Ave, Buzzards Bay.**

**AGENDA ITEMS**

**7:00 p.m. — Approval of minutes**

**7:05 p.m. - #41-14 – VARIANCE (CONT.)**

Cheney Realty LLC at 18 Clark Road continued from previous meeting

**7:10 p.m. #2015-SP-1 – SPECIAL PERMIT**

Richard and Tamar Irving at 12 Prospect Avenue, Pocasset. Map 43.4, Parcel 87 in an R40 zoning district. Proposal: Applicant seeks special permit to exceed GFA to a pre-existing non-conforming lot by 7%.

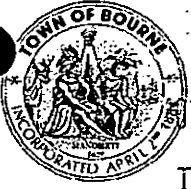
**7:15 p.m. #2015-SP-2 – SPECIAL PERMIT**

Gary Goodhile at 39 Saco Avenue, Pocasset. Map 43.4, Parcel 38 in an R40 zoning district. Proposal: Applicant seeks special permit to exceed GFA as well as allowable lot coverage.

**Old business**

**New business**

2015 FEB 25 AM 11 22  
TOWN CLERK'S OFFICE  
BOURNE, MASS



15 FEB 25 AM 8 55

TOWN CLERK'S OFFICE  
BOURNE, MASS

## TOWN OF BOURNE

### *Board of Appeals*

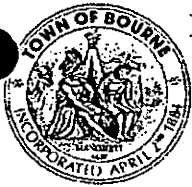
24 Perry Avenue  
Buzzards Bay, MA 02532  
Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611



### *Public Hearing Notice*

- APPEAL:** #2015-SP-1 – Special Permit – Exceed Gross Floor Area (GFA) and Lot Coverage of a pre-existing non-conforming lot (Note: this project will be continued from the previously advertised meeting of March 4 to March 18, 2015)
- APPLICANT:** Gary Goodhile c/o Bracken Engineering, Inc.
- LOCATION:** 39 Saco Avenue, Pocasset, MA  
MAP: 43.4 PARCEL: 38
- PROPOSAL:** Requesting Special Permit per section 2457 to allow a 10% increase in GFA for demo-rebuild.
- DATE & TIME:** Wednesday, March 18, 2015 at 7:15 p.m.
- PLACE:** Bourne Town Hall, Lower Conference Room  
24 Perry Ave, Buzzards Bay, MA 02532

Bourne Enterprise publishing dates:  
February 20, 2015 (*already published*)  
February 27, 2015



2015 FEB 25 AM 8 55  
TOWN CLERK'S OFFICE  
BOURNE, MASS

## TOWN OF BOURNE

### Board of Appeals

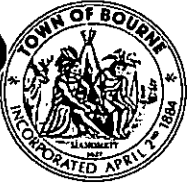
24 Perry Avenue  
Buzzards Bay, MA 02532  
Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611



### *Public Hearing Notice*

- APPEAL:** #2015-SP-1 – Special Permit – Exceed Gross Floor Area (GFA) of a pre-existing non-conforming lot. *(Note this project will be continued from the previously advertised meeting of March 4 to March 18, 2015)*
- APPLICANT:** Richard & Tamar Irving
- LOCATION:** 12 Prospect Street, Pocasset, MA  
MAP: 43.4 PARCEL: 87
- PROPOSAL:** Requesting Special Permit per section 2457 to allow a 10% increase in GFA for demo-rebuild.
- DATE & TIME:** Wednesday, March 18, 2015 at 7:10 p.m.
- PLACE:** Bourne Town Hall, Lower Conference Room  
24 Perry Ave, Buzzards Bay, MA 02532

Bourne Enterprise publishing dates:  
February 20, 2015 *(already published)*  
February 27, 2015



## TOWN OF BOURNE

### *Board of Appeals*

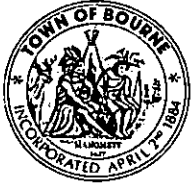
2015 MAR 13 PM 2 2624 Perry Avenue  
Buzzards Bay, MA 02532  
TOWN CLERK'S OFFICE  
BOURNE, MASS Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611



### *Public Hearing Notice*

- APPEAL:** #2015-SP-2 – Special Permit – Exceed Gross Floor Area (GFA) and Lot Coverage of a pre-existing non-conforming lot (Note: this project will be continued from the previously advertised meeting of March 4 to March 18, 2015)
- APPLICANT:** Gary Goodhile c/o Bracken Engineering, Inc.
- LOCATION:** 39 Saco Avenue, Pocasset, MA  
MAP: 43.4 PARCEL: 38
- PROPOSAL:** Requesting Special Permit per section 2457 to allow a 10% increase in GFA for demo-rebuild.
- DATE & TIME:** Wednesday, March 18, 2015 at 7:15 p.m.
- PLACE:** Bourne Town Hall, Lower Conference Room  
24 Perry Ave, Buzzards Bay, MA 02532

Bourne Enterprise publishing dates:  
February 20, 2015 (*already published*)  
February 27, 2015



# TOWN OF BOURNE

## *Board of Appeals*

2015 MAR 11 PM 3 05

Bourne Town Hall

24 Perry Avenue

Buzzards Bay, MA 02532

Phone: (508) 759-0615 ex. 3 Fax: (508) 759-0611



### MEETING NOTICE OF ZONING BOARD OF APPEALS

MARCH 18, 2015

7:00 PM

Bourne Town Hall, Lower Conference Room, 24 Perry Ave, Buzzards Bay

### AGENDA ITEMS

7:00 p.m. — Approval of minutes

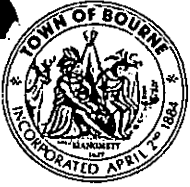
#### New business

#### 7:10 p.m. #2015-SP-1 – SPECIAL PERMIT

Richard and Tamar Irving at 12 Prospect Avenue, Pocasset. Map 43.4, Parcel 87 in an R40 zoning district. Proposal: Applicant seeks special permit to exceed GFA to a pre-existing non-conforming lot.

#### 7:15 p.m. #2015-SP-2 – SPECIAL PERMIT

Gary Goodhile at 39 Saco Avenue, Pocasset. Map 43.4, Parcel 38 in an R40 zoning district. Proposal: Applicant seeks special permit to exceed GFA as well as allowable lot coverage.



## TOWN OF BOURNE

### *Board of Appeals*

24 Perry Avenue  
Buzzards Bay, MA 02532  
Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611

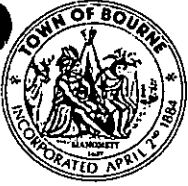


### *Public Hearing Notice*

- APPEAL:** Special Permit - Permission to extend or alter a pre-existing non-conforming structure or use.
- APPLICANT:** Collins O'Connor, Jr.
- LOCATION:** 20 Wenaumet Bluffs Drive, Pocasset, MA  
MAP: 38.3 PARCEL: 63
- PROPOSAL:** Requesting Special Permit per section 2320 for construction of exterior deck.
- DATE & TIME:** Wednesday, May 6, 2015 at 7:00 p.m.
- PLACE:** Bourne Town Hall, Lower Conference Room  
24 Perry Ave, Buzzards Bay, MA 02532

Bourne Enterprise publishing dates:  
April 17, 2015  
April 24, 2015

2015 APR 16 PM 2 57  
TOWN CLERK'S OFFICE  
BOURNE, MASS



## TOWN OF BOURNE

### *Board of Appeals*

24 Perry Avenue  
Buzzards Bay, MA 02532  
Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611



2015 APR 10 11 5 51

TOWN CLERK'S OFFICE  
BOURNE, MASS

### *Public Hearing Notice*

- APPEAL:** Special Permit - Permission to extend or alter a pre-existing non-conforming structure or use.
- APPLICANT:** Charles Kert/The Valle Group, Inc.
- LOCATION:** 420 Barlows Landing Road, Pocasset, MA  
MAP: 43.1 PARCEL: 41
- PROPOSAL:** Requesting Special Permit per section 2320 for renovation of existing barn.
- DATE & TIME:** Wednesday, May 6, 2015 at 7:00 p.m.
- PLACE:** Bourne Town Hall, Lower Conference Room  
24 Perry Ave, Buzzards Bay, MA 02532

Bourne Enterprise publishing dates:  
April 17, 2015  
April 24, 2015





**TOWN OF BOURNE**  
***Board of Appeals***



2015 APR 10 PM 3 51  
TOWN CLERK'S OFFICE  
BOURNE, MASS

24 Perry Avenue  
Buzzards Bay, MA 02532  
Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611

***Public Hearing Notice***

**APPEAL:** Special Permit - Accessory Dwelling

**APPLICANT:** Christopher Tankis

**LOCATION:** 502 County Road, Pocasset, MA  
MAP: 34.0 PARCEL: 36

**PROPOSAL:** Requesting Special Permit per section 4120-4123 for construction of an Accessory Dwelling.

**DATE & TIME:** Wednesday, May 6, 2015 at 7:00 p.m.

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

Bourne Enterprise publishing dates:  
April 17, 2015  
April 24, 2015

2015 NOV 5 AM 10 05

Zoning Board of Appeals  
Minutes of May 6, 2015  
Bourne Town Hall  
Buzzards Bay, MA 02532

---

John O'Brien  
Harold Kalick  
Thomas Armstrong  
Timothy Sawyer

Roger LaPorte, Inspector of Buildings

John O'Brien says before we get started I need to let everyone know that our normal board is five members. Tonight we only have four members. When we have four members the vote has to be unanimous. If you would like to wait for a future date with five members, we can do that.

**Meeting called to order**  
7:00 pm by John O'Brien

Change in permit for Residences at Canal Bluffs, located on Harmony Hill Drive off Otis Park Drive. Seeking to build additional rental units instead of condominium homeownership.

Sitting on the board: John O'Brien, Harold Kalick, Thomas Armstrong, Timothy Sawyer.

No one was present to represent the change of permit for Residences at Canal Bluffs.

John O'Brien asks to skip over the first agenda item.

**#2015-5 Special Permit -20 Wenaumet Bluffs, Pocasset.**

Seeking Special Permit per section 2320 to extend or alter a preexisting nonconforming structure or use. The construction of a deck parallel to a pre-existing, non-conforming side setback.

Colin Connor representing the applicant. We are building a 15x20 deck. We are removing a 4 foot by 8 foot pre-existing stairway. It is going to be an outside sitting area.

O'Brien asks if the stairway has already been removed and if the porch on the other side of the house is staying.

Representative for the applicant says yes to both questions.

Roger LaPorte tells the board he is too close to the side line on the left.

O'Brien asks if the board members have any questions.

Roger LaPorte states that our zoning bylaw only allows the appeals board 10% over.

Representative answers with the numbers on the worksheet we come in at that.

Roger LaPorte answers not even close. Our zoning bylaw says for small lots like yours, you can only do 24% gross floor area and 25% lot coverage. You are over on both of those. Our gross floor area includes decks over 200 square feet. You are over the 10%.

Applicant representative asks do I have to come under 200 square feet.

Roger LaPorte answers 200 square feet are exempt. Whether that is good for you that is your call.

Colin Connor states he would like to change the deck to 18x11.

Roger LaPorte states that he still needs the special permit because he is still to close the property line. It is an extension to a non-conforming setback.

No board questions. No public comment.

O'Brien MOVED and SECONDED by Kalick to close hearing. VOTE 4-0.

Armstrong MOVED and SECONDED Kalick to grant Special Permit #2015-5 to allow the applicant Colin Connor to construct a wood deck 18x11 and to give relief from the required zoning sideline from 12 feet to 5 feet. Subject to approval of building inspector. VOTE 4-0

**#2015-4 Special Permit, 502 County Road, Pocasset**

Requesting Special Permit per section 4120-4123 for construction of an Accessory Dwelling. Connecting addition to existing structures with car being parked in garage.

Representative for applicant. The applicant would like to construct an addition to the back of the dwelling for his mother to live.

Letter from Board of Health granting a new septic system for an in law apartment is read.

Roger LaPorte clarifies that the Board of Health will not issue a permit for the septic until the building permit is issued.

Roger LaPorte also has a letter from the fire department and they have no objections.

No questions from board members and public.

O'Brien MOVED and Kalick to close hearing. VOTE 4-0

O'Brien MOVED and SECONDED Kalick to grant special permit #2015-4 for construction of an Accessory Dwelling at 502 County Road for the use of the

applicants mother Sharon as per specifications plans dated January 27, 2015.  
Subject to installation of the septic system. VOTE 4-0.

**#2015-3, Special Permit 420 Barlows Landing Road, Pocasset.**

Requesting Special Permit per section 2320 for alteration for preexisting nonconforming barn.

Valley Group representative Christian Valley the applicant is moving down here full time. They would like to update their house. The house was built in the 1800s. We will be building an addition and updating the barn. We are here before you to talk about the work we will be doing on the preexisting non-conforming structure.

The applicant Catherine Kurt –we have four kids and we are an active family. We would like to use the barn year round. The first floor will be a garage. Workshop projects, exercise equipment. The upstairs will be a sewing room, ping pong table, TV room area. The space will be good when the weather is not good. We will never make that in a bedroom. The house is a four bedroom house and that is enough. We trying to keep the integrity of the barn and it needs to be shored up anyway and we love the structure. So we have gone to a lot of work and expense having engineering work done, so that it is strong enough for the wind zone. We will also have unfinished space to store our bikes and trash.

Christian Valley- we are going to dig out the existing foundation and pour a new one.

Roger LaPorte-the foot print is staying the same but the building itself is changing with the dormers. Once you change a pre-existing non-conforming structure, you have no choice but the come to the ZBA.

O'Brien-I walked down there and visited the property.

Roger LaPorte-we have letter from the Fire Department and they have no objections.

No board questions. No public comment.

O'Brien MOVED and SECONDED by Sawyer to close hearing. VOTE 4-0.

Kalick MOVED and SECONDED by Sawyer to grant Special Permit to Charles and Catherine Kurt at 420 Barlows Landing Road, Pocasset, to renovate the existing barn from plans dated March 13, 2015 from Valley Group. VOTE 4-0.

**Old Business**

None.

**New Business**

None.

**Public Comment**

None.

**Adjournment**

O'Brien MOVED and SECONDED by Kalick to adjourn meeting. Meeting adjourned at 8:10 pm. UNANIMOUS VOTE.

Submitted,

Pamela Auvil



15 AM 8 41

TOWN CLERK'S OFFICE  
BOURNE, MASS

## TOWN OF BOURNE

### *Board of Appeals*

Bourne Town Hall

24 Perry Avenue

Buzzards Bay, MA 02532

Phone: (508) 759-0615 ex. 3 Fax: (508) 759-0611



#### MEETING NOTICE OF ZONING BOARD OF APPEALS

May 20, 2015

7:00 PM

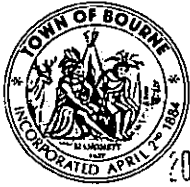
Bourne Town Hall, Lower Conference Room, 24 Perry Ave, Buzzards Bay

#### AGENDA ITEMS

##### New business

7:00 p.m. 1077 County Road, Pocasset, MA – VARIANCE

Seeking a Variance to move building within the rear setback of the property.



**TOWN OF BOURNE**  
**Board of Appeals**



2015 MAY 18 PM 4 16  
Bourne Town Hall  
24 Perry Avenue  
Buzzards Bay, MA 02532  
TOWN CLERK'S OFFICE  
Bourne, MA 02532  
Phone (508) 759-0615 ex. 3 Fax: (508) 759-0611

**AMMENDED**

**MEETING NOTICE OF  
ZONING BOARD OF APPEALS**

**May 20, 2015**

**7:00 PM**

**Bourne Town Hall, Lower Conference Room, 24 Perry Ave, Buzzards Bay**

**AGENDA ITEMS**

**7:00 p.m. 1077 County Road, Pocasset, MA – VARIANCE**

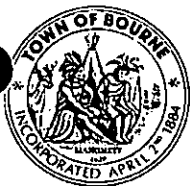
Seeking a Variance to move building within the rear setback of the property.

**Old Business**

**New Business**

**Public Comment**





# TOWN OF BOURNE

## *Board of Appeals*

24 Perry Avenue  
Buzzards Bay, MA 02532  
Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611



2015 MAY 5 PM 2 19  
TOWN CLERK'S OFFICE  
BOURNE, MASS

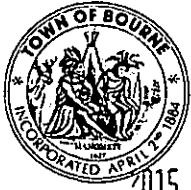
### *Public Hearing Notice*

- APPEAL:** Variance
- APPLICANT:** Rose Kozaryn
- LOCATION:** 1077 County Road, Pocasset, MA  
MAP: 48.0 PARCEL: 59.3
- PROPOSAL:** Requesting a setback variance for an indoor instructional riding arena.
- DATE & TIME:** Wednesday, May 20, 2015 at 7:00 p.m.
- PLACE:** Bourne Town Hall, Lower Conference Room  
24 Perry Ave, Buzzards Bay, MA 02532

Bourne Courier publishing dates:

May 6, 2015

May 13, 2015



# TOWN OF BOURNE

## *Board of Appeals*

Bourne Town Hall

24 Perry Avenue

Buzzards Bay, MA 02532

2015 JUN 1 PM 2 14

TOWN CLERK'S OFFICE (508) 759-0615 ex. 3 Fax: (508) 759-0611  
BOURNE, MASS



### AMENDED

#### MEETING NOTICE OF ZONING BOARD OF APPEALS

June 3, 2015

7:00 PM

Bourne Town Hall, Lower Conference Room, 24 Perry Ave, Buzzards Bay

#### AGENDA ITEMS

**7:00 p.m. 71 Nightingale Pond Road, Buzzards Bay, MA – 2015-SP6**

Seeking a Special Permit per section 4120-4123 to convert an existing living space to an Accessory Dwelling.

**7:10 p.m. 594 Circuit Avenue, Pocasset, MA – 2015-SP7**

Seeking a Special Permit per section 2320 for extension or alteration of a pre-existing non-conforming structure by demolishing the existing dwelling and constructing a new 2-bedroom flood compliant dwelling with an upgraded Title 5 septic system.

**7:20 p.m. 59D Maynard Lane, Hideaway Village, MA – 2015-SP9**

Seeking a Special Permit per section 2320 for the replacement of an existing deck.

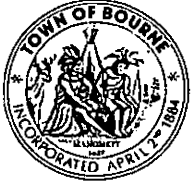
**7:30 p.m. Canal Bluffs, Harmony Hill Drive, Pocasset, MA – Comprehensive Permit 05-43**

Informal discussion for potential amendment of permit.

Old Business

New Business

Public Comment



**TOWN OF BOURNE**  
***Board of Appeals***

Bourne Town Hall  
24 Perry Avenue  
Buzzards Bay, MA 02532  
Phone: (508) 759-0615 ex. 3 Fax: (508) 759-0611



**MEETING NOTICE OF  
ZONING BOARD OF APPEALS**

**June 3, 2015**

**7:00 PM**

**Bourne Town Hall, Lower Conference Room, 24 Perry Ave, Buzzards Bay**

**AGENDA ITEMS**

**7:00 p.m. 71 Nightingale Pond Road, Buzzards Bay, MA – 2015-SP6**

Seeking a Special Permit per section 4120-4123 to convert an existing living space to an Accessory Dwelling.

**7:10 p.m. 594 Circuit Avenue, Pocasset, MA – 2015-SP7**

Seeking a Special Permit per section 2320 for extension or alteration of a pre-existing non-conforming structure by demolishing the existing dwelling and constructing a new 2-bedroom flood compliant dwelling with an upgraded Title 5 septic system.

**7:20 p.m. 59D Maynard Lane, Hideaway Village, MA – 2015-SP9**

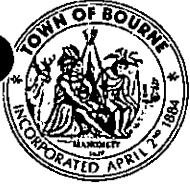
Seeking a Special Permit per section 2320 for the replacement of an existing deck.

**Old Business**

**New Business**

**Public Comment**

2015 MAY 22 PM 3 45  
TOWN CLERK'S OFFICE  
BOURNE, MASS



## TOWN OF BOURNE

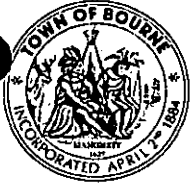
2015 MAY 13 AM 10 51 **Board of Appeals**  
24 Perry Avenue  
TOWN CLERK'S OFFICE Buzzards Bay, MA 02532  
BOURNE, MASS Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611



### *Public Hearing Notice*

- APPEAL:** Special Permit – Extension or Alteration of a Pre-Existing Non-Conforming structure or use
- APPLICANT:** Valerie Lane
- LOCATION:** 59D Maynard Lane, Buzzards Bay, MA  
MAP: 14.0 PARCEL: 50-55
- PROPOSAL:** Requesting Special Permit per section 1331, 2320 and 2450 for replacement of a new deck.
- DATE & TIME:** Wednesday, June 3, 2015 at 7:00 p.m.
- PLACE:** Bourne Town Hall, Lower Conference Room  
24 Perry Ave, Buzzards Bay, MA 02532

Bourne Courier publishing dates:  
May 15, 2015  
May 22, 2015



## TOWN OF BOURNE

### *Board of Appeals*

2015 MAY 13 AM 10 51 24 Perry Avenue  
Buzzards Bay, MA 02532  
TOWN CLERK'S OFFICE Phone: (508) 759-0615 ext. 3  
BOURNE, MASS Fax: (508) 759-0611



### *Public Hearing Notice*

**APPEAL:** Special Permit - Accessory Dwelling

**APPLICANT:** Cathy Toth

**LOCATION:** 71 Nightingale Pond Road, Buzzards Bay, MA  
MAP: 20.0 PARCEL: 25

**PROPOSAL:** Requesting Special Permit per section 4120-4123 for construction of an Accessory Dwelling.

**DATE & TIME:** Wednesday, June 3, 2015 at 7:00 p.m.

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

Bourne Enterprise publishing dates:

May 13, 2015

May 20, 2015



2015 MAY 13 AM 10 51

TOWN CLERK'S OFFICE  
BOURNE, MASS

## TOWN OF BOURNE

### *Board of Appeals*

24 Perry Avenue  
Buzzards Bay, MA 02532  
Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611



### *Public Hearing Notice*

- APPEAL:** Special Permit – Alteration of a pre-existing non-conforming structure per section 2320 of the Bourne Zoning Bylaw.
- APPLICANT:** Anne Camille Talley
- LOCATION:** 594 Circuit Avenue, Pocasset, MA  
MAP: 43.3 PARCEL: 262
- PROPOSAL:** Requesting Special Permit per section 1331, 2320, and 2450 for extension or alteration of a pre-existing non-conforming structure or use.
- DATE & TIME:** Wednesday, June 3, 2015 at 7:00 p.m.
- PLACE:** Bourne Town Hall, Lower Conference Room  
24 Perry Ave, Buzzards Bay, MA 02532

- Bourne Courier publishing dates:  
May 15, 2015  
May 22, 2015

Zoning Board of Appeals

Minutes of June 3, 2015

Bourne Town Hall  
Buzzards Bay, MA 02532,

2015 NOV 5 AM 10 05

TOWN CLERK'S OFFICE  
BOURNE, MASS

---

Lee Berger, Chairman

Harold Kalick

Timothy Sawyer

Wade Keene

Roger LaPorte, Inspector of Buildings

**Meeting called to order**

7:00pm by Chairman Berger.

**Table minutes of May 3 and May 20**

**VOTE 4-0**

**SP2015-6 Special Permit-71 Nightingale Pond Road, Buzzards Bay, MA**

Seeking a Special Permit per section 4120-4123 to convert an existing living space to an Accessory Dwelling.

Chm. Berger –problem with your application. The application basically is telling me you are looking to get a permit for an accessory apartment. In Bourne we have accessory dwellings with strict requirements that have to serve a community purpose. You are in a R80 zoning district. You can only have one house on 80,000 square feet. I went to your house and your lot is perfect for an accessory dwelling. To serve a community purpose would be to help the elderly, for affordable housing or social need. Not just give the landlord rent. You might have a purpose, because you might need the rent. But that alone is not a community purpose as described in the bylaws. In your application you didn't state any community purpose.

Applicant Cathy Toth-I didn't understand some of the questions that were being asked.

Chm. Berger-Do you have someone in mind that is going to live there?

Applicant Cathy Toth-My son is twenty four and he is engaged and he has been out on his own. He is now back home with his fiancé because they can't afford to live on their own. They also need their own space and there is also a possibility that my mom might be moving in with us. So we need more space.

Chm. Berger-if we grant a permit for an accessory dwelling we would name the tenant in the permit or require that the unit be affordable and that would be monitored by the Bourne Housing

Partnership Committee. To take care of the mother that is fine because it is in the zoning bylaws, but you need to tell us what you want to do.

Applicant Cathy Toth- is the accessory dwelling the same as an in-law apartment?

Building inspector Roger LaPorte-yes some towns call it an in-law apartment, but Bourne calls it an accessory dwelling because it is not just an in-law apartment. Such as if you had a care taker come into your home to take care of you and needed a place to live.

Chm. Berger-we would have to list your son as the tenant and every time you change the tenant you would have to come back to the board for approval. You would also have to live in one of the units. That is a requirement.

Building Inspector-once they apply for a building permit, it will go to the Board of Health for their approval regarding septic system.

Chm. Berger-what is your son's name?

Applicant Cathy Toth-Daniel Toth.

Chm. Berger-any questions from the board?

Chm. Berger-motion with all the conditions set forth in Section 41-20 that we approve the application. Any abutters here that would like to speak.

No further board comments.

Chm. Berger-with reference to section 4120-4123 to convert an existing living space to an Accessory Dwelling. Chm. Berger **MOVED** we issue a Special Permit for an accessory dwelling with all the conditions set forth in the bylaw to be met before the issuance of the building permit. The applicant's son, Daniel Toth, will be the tenant with a permit expiration of three years. **SECONDED** by Wade Keene.

**VOTE 4-0**

**SP2015-7 Special Permit-594 Circuit Avenue, Pocasset, MA**

Seeking a Special Permit per section 2320 for extension or alteration of a pre-existing non-conforming structure by demolishing the existing dwelling and constructing a new 2 bedroom flood compliant dwelling with an upgraded Title 5 septic system.

Chm. Berger-I should mention that there are only four members tonight, to grant anything we all have to vote unanimously.



Mr. Brackett from Brackett Engineering-We are here under section 2320 to alter an existing structure. The site itself is located at the fork in the road at Circuit Ave. Abuts cove and beach. The structure is a two story dwelling, which was constructed in 1930. The site itself is 4,800 square feet. It is R40 zoning district. The existing structure is 2.4 feet from the street line on the layout of Circuit Ave. It is about 60 feet wide in this location. The site falls within the town layout. Because the age of the house it is in need to be rebuilt. Because of the change the flood zones was going to be a problem. The design we have proposed is going to be a post house on piles. The structure is slightly smaller than the main foot print of the building, but the new structure has a second story. There will be two bedrooms on the second floor and the first floor will be living space. We are proposing a deck area around. In the design we did make sure we didn't go above or beyond a non-conforming lot table and we still comply with that. We are only asking for a finding under 2320. The site is in a sensitive area with a marsh and a beach, coastal bank and the flood zone. We got approval from both the Conservation Commission and the Board of Health.. The gross floor area will be an increase of 770 square feet to 1364 square feet. We are below what is required.

Chm. Berger **MOVED** and **SECONDED** by Keene to grant a finding that the request for the extension/ alteration will not be substantial more demermental to the neighborhood than is the existing nonconforming use. And that the extension will be in accordance with the plans submitted by Mr. Brackett, dated February 17, 2015, that are on file with the Board of Appeals.

**VOTE 4-0**

**SP2015-9 Special Permit-59D Maynard Lane, Hideaway Village, MA**

Seeking a Special Permit per section 2320 for the replacement of an existing deck.

Applicant Valerie Lane – the deck is pulling from the house after the winter. I would like to replace the deck and I am in the process of getting bids to replace the deck. The deck is also leaning and basically it's my egress. I have a back door and a slider. What I want to do is basically take it off the house. I would like to go out to the side, probably around 3 feet. The contractor is going to do sonic tubes and cement 4 feet below grade. Also the contractor is going to put a step down to the back patio.

Chm. Berger-how many egresses do you have?

The applicant Valerie Lane-a back door and that.

Building inspector-right now the stairs are in the front and they are going. The stairs are being moved to the side.

The applicant Valerie Lane– the stairs are going to be in the front.

Chm. Berger-nothing from the Fire Department.

Chm. Berger-any abutters present? (No one responded)

Chm. Berger-have you talked to your Board of Directors at Hideaway Village?

The applicant Valerie Lane-I have approval.

Chm. Berger-they are suppose to give us a notice that they notified all the abutters. Sometimes we get that notice and sometimes we don't. I get very annoyed with that. I don't know if the abutters know we have a hearing. The notice we send out goes out to the abutters of Hideaway Village, not the abutters in Hideaway Village. It is considered one lot. We instituted a policy to get the Hideaway Village Association to send the notices to abutters when they approve the project.

Berger **MOVED** and **SECONDED** by Kalick that we approval the Special Permit 2015-SP9 per section 2320 for the replacement of an existing deck in accordance with the plans submitted.

**VOTE 4-0**

**Comprehensive Permit-05-43, Canal Bluffs, Harmony Hill Drive, Pocasset, MA**

Informal discussion for potential amendment of permit.

Chm. Berger- I put you guys on the agenda because we didn't have any paperwork. We have to go through a procedure to hold a hearing. No abutters have been notified. I think you got thrown on the agenda Friday. I will tell you what you need to do. My understanding is that you want to change the permit from ownership to rental. So you need file an application stating that. Then within 20 days we are required to make a determination if this is either a substantial amendment or a non-substantial amendment. If we decide it is substantial, I can tell you in my experience changing one form of ownership to another, is substantial. I am just telling you the process; I don't want to hear the arguments now. We have to hold a hearing and make a decision. You will have to notify all the abutters.

The applicant-we did send a letter in.

Chm. Berger-there was a letter?

Kalick-you were on the agenda a few weeks ago and no one showed up.

The applicant-no one told us. We did send a letter in. So our expectations were that we were going to meet with you.

Building Inspector- I have this.

Attorney Dan Rosen-So there was letter a submitted and there must have been some miscommunication. The letter didn't include a lot of detail. We just want to get this process going.

Chm. Berger-I am considering this letter the application. Because it does state you want to change from ownership units to rental units.

Attorney Rosen-my request is that you make a determination that it is substantial. We want to go through the process of schedule and notifying to get the process going.

Chm. Berger-I think this is a substantial change.

Berger **MOVED** and **SECONDED** by Keene to make a finding that this is a substantial change and to have a hearing in the next 30 days. The hearing will be continued to July 1, 2015 at 7:00 pm.

**VOTE 4-0**

**Old Business**

None.

**New Business**

None.

**Public Comment**

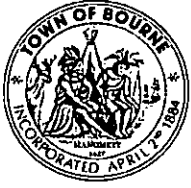
None.

**Adjournment**

Harold Kalick **MOVED** and **SECONDED** by Tim Sawyer to adjourn meeting. Meeting adjourned at 8:10 pm. **UNANIMOUS VOTE.**

Submitted,

Pamela Auvil, secretary



# TOWN OF BOURNE

## *Board of Appeals*

Bourne Town Hall

24 Perry Avenue

Buzzards Bay, MA 02532

Phone: (508) 759-0615 ex. 3 Fax: (508) 759-0611



### AMENDED

#### MEETING NOTICE OF ZONING BOARD OF APPEALS

July 1, 2015

7:00 PM

Bourne Town Hall, Lower Conference Room, 24 Perry Ave, Buzzards Bay

#### AGENDA ITEMS

7:00 p.m. Approval of meeting minutes

7:05 p.m. Canal Bluffs, Harmony Hill Drive, Pocasset, MA – Amendment to Comprehensive Permit 05-43

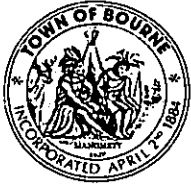
(To be continued.)

Old Business

New Business

Public Comment

2015 JUN 29 PM 2 28  
TOWN CLERK'S OFFICE  
BOURNE, MASS



# TOWN OF BOURNE

## *Board of Appeals*

2015 JUN 26 PM 3 52 Bourne Town Hall

24 Perry Avenue

TOWN CLERK'S OFFICE Buzzards Bay, MA 02532

BOURNE, MASS

Phone: (508) 759-0615 ex. 3 Fax: (508) 759-0611



### MEETING NOTICE OF ZONING BOARD OF APPEALS

July 1, 2015

7:00 PM

Bourne Town Hall, Lower Conference Room, 24 Perry Ave, Buzzards Bay

### AGENDA ITEMS

7:00 p.m. Canal Bluffs, Harmony Hill Drive, Pocasset, MA – Comprehensive Permit 05-43  
Continued.

Old Business

New Business

Public Comment

Zoning Board of Appeals  
Minutes of July 1, 2015  
Bourne Town Hall  
Buzzards Bay, MA 02532

2015 NOV 5 AM 10 05  
TOWN CLERK'S OFFICE  
BOURNE, MASS

Lee Berger, Chairman  
Harold Kalick  
Timothy Sawyer

**Meeting called to order**

7:00pm by Chairman Berger.

Berger-Board of Appeals is now in session. First item on the agenda is the approval of some minutes. We have May 20, 2015, these are the minutes that the tape recorder wasn't working and Pam put together. So I rewrote them to the best of my recollection. This is what they look like. So if you want to read those and make sure they are all set. So we can approve those.

Berger-do I hear a motion to approve the minutes of May 20?

Kalick **MOVED** and **SECONDED** by Sawyer to APPROVE the minutes of May 20<sup>th</sup>.

**VOTE 3-0.**

Berger- the minutes of June 3, 2015 were emailed out. I have made a bunch of corrections. After you read them over I move we approve them as corrected.

Berger-**MOVED** and **SECONDED** by Kalick to accept the minutes of June 3<sup>rd</sup> as amended.

**VOTE 3-0.**

Berger-next item on the agenda is the Comprehensive Permit for Canal Bluffs. We determined that on June 3<sup>rd</sup> their request for a change was a substantial change. We directed them to file a full application. We continued the case to tonight. We have not received the application, but because we continued the case to tonight we needed to come tonight to continue it again. I'm told the reason we didn't receive it, is because of problems with the executive director. He was arrested on some charges of threatening someone. And he took a leave of absence. His absence will hold things up. I have not heard anything else. I will not be here for the first meeting in August. Let me suggest we continue it to July 15<sup>th</sup>. Since we have a meeting anyway.

Berger-do I hear a motion to continue the Comprehensive Permit matter to July 15<sup>th</sup> and scheduled as the third item on the agenda.

Kalick **MOVED** and **SECONDED** by Sawyer to continue the Comprehensive Permit to July 15<sup>th</sup>.

**VOTE 3-0.**

**Old Business: None**

**New Business:** We have a new associate member who will be sworn in shortly. Kat Brennan and we have another new associate Amy Kullar who is not here right now. Both should be here on July 15<sup>th</sup>.

Kalick makes a **MOTION** to adjourn the meeting, **SECONDED** by Sawyer.

Meeting adjourned at 7:20 pm. **UNANIMOUS VOTE.**

Submitted,

Pamela Auvil, secretary



13 PM 3 56

TOWN CLERK'S OFFICE

BOURNE, MASS Phone: (508) 759-0615 ex. 3 Fax: (508) 759-0611

## TOWN OF BOURNE

### *Board of Appeals*

Bourne Town Hall

24 Perry Avenue

Buzzards Bay, MA 02532



#### AMENDED

#### MEETING NOTICE OF ZONING BOARD OF APPEALS

July 15, 2015

7:00 PM

Bourne Town Hall, Lower Conference Room, 24 Perry Ave, Buzzards Bay

#### AGENDA ITEMS

7:00 p.m. Approval of meeting minutes

7:05 p.m. **31 Wing Road** Variance #2015-V11 for the sale of a nonconforming, substandard unbuildable lot as buildable.

(To be continued.)

7:10 p.m. **11 Pine Street** Special Permit #2015-SP10 per section 1331, 2320 and 2450 for erecting a new outbuilding on an existing footprint of an old shed.

7:15 p.m. **Canal Bluffs, Harmony Hill Drive** Amendment to Comprehensive Permit 05-43

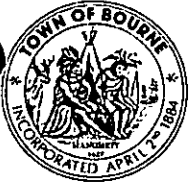
(To be continued.)

Old Business

New Business

Public Comment





## TOWN OF BOURNE

### *Board of Appeals*

24 Perry Avenue  
Buzzards Bay, MA 02532  
Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611



### *Public Hearing Notice*

**APPEAL:** Variance 2015-V11

**APPLICANT:** Phyllis B. Benoit

**LOCATION:** 31 Wing Rd, Bourne, MA  
MAP: 43.2 PARCEL: 28

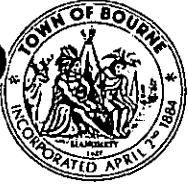
**PROPOSAL:** Requesting a Variance to sell a nonconforming lot as buildable

**DATE & TIME:** Wednesday, July 15, 2015 at 7:00 p.m.

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

Bourne Enterprise publishing dates:  
June 26, 2015  
July 3, 2015

2015 JUN 29 PM 2 28  
TOWN CLERK'S OFFICE  
BOURNE, MASS



## TOWN OF BOURNE

### *Board of Appeals*

24 Perry Avenue  
Buzzards Bay, MA 02532  
Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611



### *Public Hearing Notice*

- APPEAL:** Special Permit 2015-SP10 – Extension or Alteration of a Pre-Existing Non-Conforming structure or use.
- APPLICANT:** Christopher Quinn
- LOCATION:** 11 Pine Street, Monument Beach, MA  
MAP: 30.4 PARCEL: 109
- PROPOSAL:** Requesting Special Permit per section 1331, 2320 and 2450 for erecting a new outbuilding on an existing footprint of an old shed .
- DATE & TIME:** Wednesday, July 15, 2015 at 7:00 p.m.
- PLACE:** Bourne Town Hall, Lower Conference Room  
24 Perry Ave, Buzzards Bay, MA 02532

Bourne Enterprise publishing dates:  
June 26, 2015  
July 3, 2015

2015 JUN 29 PM 2 28  
TOWN CLERK'S OFFICE  
BOURNE, MASS

Zoning Board of Appeals

Minutes of July 15, 2015

Bourne Town Hall  
Buzzards Bay, MA 02532

2015 NOV 5 AM 10 05

TOWN CLERK'S OFFICE  
BOURNE, MASS

---

Chairman Lee Berger

John O'Brien

Harold Kalick

Timothy Sawyer

Wade Keene

Kat Brennan, Associate

Amy Kullar, Associate

Roger LaPorte, Inspector of Buildings

Chairman Berger-Board of Appeals is now in session. First item on the agenda is approval of the meeting minutes of July 1, 2015.

Kalick makes motion **SECONDED** by Sawyer.

Chairman Berger-put on agenda for next meeting the approval of the minutes of May 6, 2015.

Chairman Berger-**31 Wing Road Variance #2015-V11 for the sale of a nonconforming, substandard unbuildable lot as buildable.**

I am told we have a letter from the attorney Michael Pierce from Pierce Law. Letter is read, Attorney Pierce has a conflict with July 15, 2015 hearing date. Requesting the hearing be continued in August. I will not be hear the first meeting in August. So my preference would be August 19<sup>th</sup> so that I can be here.

O'Brien **MOVED** to continue the hearing to August 19, 2015 at 7:05pm.  
**SECONDED** by Wade

**VOTE 5-0.**

**Chairman Berger-7:10pm 11 Pine Street, Special Permit #2015-SP10 per section 1331, 2320 and 2450 for erecting a new outbuilding on an existing footprint of an old shed.**

Applicant Christopher Quinn states that the property is in a trust called the Pine Street Trust. My fiancée and I are fixing up the property for a retirement home. I bought this property which basically was a tear down. This was originally a chicken coop that Mr. Morris had. This was only part of it. We also ripped down this section that was used for bees. My guys built this big beautiful thing in its place. They tried to fix the other building but it fell down on them. The building inspector showed up and saw them building this. We were not sneaking this in. We are doing a big \$800,000.00 dollar project. The neighbor that abuts the property thanked me for tearing down the chicken coop. I think he wrote a letter to you.

Chairman Berger-can you tell us the dimensions of the chicken coop and the dimensions of the new garage?

Applicant Quinn-this is the new garage.

Keene- Did that replace the chicken coop?

Applicant Quinn-the outer wall here, even though we poured new concrete floor. The actual footing on this side, this side we had to dig down these elephant feet to support the weight of the building. We had to take out the foundation, but left the foundation that ran near the fence.

Building Inspector-the set back from the property line stayed the same?

Applicant Quinn-Yes.

Applicant Quinn-the people behind us are very happy because Mr. Morris used to use this area between the fence and the garage as a dumping area. I took out three dumpster loads of old paint, toxic materials. We dug 8 feet down and cleared out all this area. We have done a lot to clean this up.

Chairman Berger-can I get a direct answer to the question. Your floor plan shows me 23 X 21, what you call the garage. What are the dimensions of the chicken coop?

Applicant Quinn-it would have been 23 X 21. We didn't make it larger.

Chairman Berger-they have a building permit for the house.

Chairman Berger-are you planning on having water in this shed?

Applicant Quinn – yes water and electrical. Electrical is updated and a new water line has been put in.

Chairman Berger-you are not putting a bath or kitchen in there?

Applicant Quinn-No.

Chairman Berger-my concern is that size in that area, that it not become a second residences.

Applicant Quinn-I don't need a second residence. I what to use space as a yoga studio. Both my wife and I practice yoga. She is a tennis player and we are going to put some nice gym stuff out there. We have a couple of antique vehicles that I would like to store in there during the winter.

Kalick- is it a garage or a multi use building?

Applicant Quinn-it's a multi use building. I am going to keep cars in there over the winter and motorcycles, lawn equipment. I will have an area for yoga. It is going to be more of a shed.

Brennan-I went to see it and it is done. It is a cottage.

Applicant Quinn-I am a builder you are not. Let me explain it to you. It is no way near a cottage. You would have to do so much to it. Plumbing, electrical, lighting.

The building inspector here, ask him if this is a house or a garage. He has been there. He told me to stop the work and come in and talk to you to get the proper permit. I am not fooling anyone. If you want to accuse me of lying, that is your opinion. It is a yoga studio for me and my wife. We are going to store our things in there in the winter. It is going to be a multi use building. It is the size of a two car garage.

O'Brien-are there any other issues we need to be aware of?

Building Inspector-the boundary issue is non-conforming. His problem is that he is 9 feet from the line, not 12 feet. He is changing the use. He needs approval because the structure is bigger. He has changed the structure. The height is different and bigger.

Chairman Berger-We need to make a finding under 2320B.

Brennan-the neighborhood is very dense.

Applicant Quinn-did you see the size of the yard? That's a lot of property. My yard is huge. I have a third acre; I deserve to have a garage. I don't know why you hold that against me. I have the biggest lot there.

Brennan-just say the next person who owns it doesn't turn it into a cottage.

Applicant Quinn-why am I being blamed for that?

Chairman Berger-sir, you are being very defensive. The Board members are just asking questions. No one is accusing anyone of any misdeeds.

Building Inspector-he has 1,000 square feet to play with. He could actually put up another building or add 1,000 square feet.

Chairman Berger-we have every right to put conditions on this Special Permit.

Chairman Berger-let's get to the issue at hand. If we are going approve this, then the conditions would be that it not be used as a rental or as sleeping quarters. Any objections to that? Does that sound reasonable?

Chairman Berger-Do I hear a motion that the alteration will not be more substantially detrimental to the neighborhood than the chicken coop.

Sawyer **MOVED** to support a finding in the fact that this alteration, this replacement of the former chicken coop, will be much less intrusive, it's more attractive. I support it. The finding that it will not be more detrimental to the neighborhood.

Chairman Berger-it will not be used as a rental or as sleeping quarters.

Wade-**SECONDED**

**VOTE 4-1.**

Chairman Berger –**Canal Bluffs, Harmony Hill Drive Amendment to Comprehensive Permit 05-43.** I emailed Tim and asked him to contact the attorney for them and to ask them when they wanted to continue the hearing to. It was scheduled for last week, but they had some problems. We told them to file an application and that hasn't happened yet. So why don't we just continue this to August 19, 2015 at 7:10pm. Do I hear a motion to do so?

O'Brien **MOVED** to continue hearing, **SECONDED** by Keene.

**New Business** – Chairman Berger – I should mention that there are training sessions for new members. If you want I will look into it. The town will pay.

**Old Business – NONE**

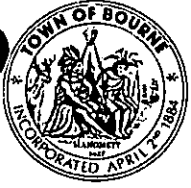
Harold **MOVED** to adjourn the meeting, **SECONDED** by O'Brien

**VOTE 5-0.**

**Submitted by**

**Pamela Auvil  
Board Secretary**





# TOWN OF BOURNE

## *Board of Appeals*

24 Perry Avenue  
Buzzards Bay, MA 02532  
Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611



### *Public Hearing Notice*

**APPEAL:** Variance 2015-V12  
**APPLICANT:** Dana A. & Pamela J. Fournier  
**LOCATION:** 43 Head of the Bay Road, Bourne, MA  
MAP: 20.1 PARCEL: 44

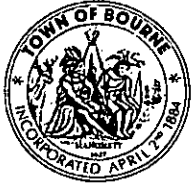
**PROPOSAL:** Request for Variances from following sections of the Bourne Zoning Bylaw: Section 2480. Lot Shape. Section 2500. Intensity of Use Schedule regarding the minimum requirements for Lot Area, Lot Frontage and Sideline Setback. The Variances are required to allow the sale of a portion of the property listed as owned by William S. Italiano at 43 Head of the Bay Rd (Assessor's Map 20.1 Parcel 44) to the applicants Dana A. and Pamela J. Fournier to be added to their property at 39 Head of the Bay Rd. (Assessor's Map 20.1 Parcel 45).

**DATE & TIME:** Wednesday, August 19, 2015 at 7:00 p.m.

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

Bourne Enterprise publishing dates:  
June 31, 2015  
August 7, 2015

2015 JUL 29 PM 3 56  
TOWN CLERK'S OFFICE  
BOURNE, MASS



# TOWN OF BOURNE

## *Board of Appeals*

Bourne Town Hall  
24 Perry Avenue

Buzzards Bay, MA 02532

Phone: (508) 759-0615 ex. 3 Fax: (508) 759-0611



### MEETING NOTICE OF ZONING BOARD OF APPEALS

August 19, 2015

7:00 PM

Bourne Town Hall, Lower Conference Room, 24 Perry Ave, Buzzards Bay

### AGENDA ITEMS

7:00 p.m. Approval of meeting minutes

7:05 p.m. **31 Wing Road** Variance #2015-V11 for the sale of a nonconforming, substandard unbuildable lot as buildable.

(To be continued on September 2, 2015)

7:10 p.m. **43 Head of the Bay Road** Request for Variances from following sections of the Bourne Zoning Bylaw: Section 2480. Lot Shape. Section 2500. Intensity of Use Schedule regarding the minimum requirements for Lot Area, Lot Frontage and Sideline Setback. The Variances are required to allow the sale of a portion of the property listed as owned by William S. Italiano at 43 Head of the Bay Rd (Assessor's Map 20.1 Parcel 44) to the applicants Dana A. and Pamela J. Fournier to be added to their property at 39 Head of the Bay Rd. (Assessor's Map 20.1 Parcel 45).

7:15 p.m. **Canal Bluffs, Harmony Hill Drive** Amendment to Comprehensive Permit 05-43.

Old Business

New Business

Public Comment

2015 AUG 19 PM 2 49  
TOWN CLERK'S OFFICE  
BOURNE, MASS

Zoning Board of Appeals 2015 NOV 5 AM 10 05  
Minutes of August 19, 2015 TOWN CLERK'S OFFICE  
Bourne Town Hall BOURNE, MASS  
Buzzards Bay, MA 02532

---

Chairman Lee Berger  
John O'Brien  
Harold Kalick  
Timothy Sawyer  
Wade Keene  
Kat Brennan, Associate  
Amy Kullar, Associate

Roger LaPorte, Inspector of Buildings

Chairman Berger-Board of Appeals is now in session. First item on the agenda is approval of the meeting minutes of May 6, 2015 and July 15, 2015.

Kalick makes motion **SECONDED** by Keene to approve May 6, 2015 minutes, Berger abstain. **Vote 4-0.**

O'Brien makes motion **SECONDED** by Sawyer to approve July 15, 2015 minutes with one small typo change. **Vote 5-0.**

Chairman Berger first item on the agenda is **31 Wing Road** Variance #2015-V11 for the sale of a nonconforming, substandard unbuildable lot as buildable. The attorney was not able to come. Tim contacted the attorney and let him know that we would be going forward tonight on this, if he did not file a waiver of time restraints. Just so everyone knows we have to hold a hearing within 65 days of the filing of the application. If we do not hold that hearing it is a constructive grant. We are trying to hold a hearing but we have to keep continuing it because the attorney keeps not showing up because of conflicts. The attorney did sign the waiver of time restraints. It is in the file. The attorney has asked that the hearing be continued to September 2, 2015.

Chairman Berger makes a motion **SECONDED** by Kalick to continue the hearing to September 2, 2015. **Vote 5-0.**

Chairman Berger next item on the agenda is **43 Head of the Bay Road** request for Variances from the following sections of the Bourne Zoning Bylaw: Section 2480. Lot Shape. Section 2500. Intensity of Use Schedule regarding the minimum requirements for Lot Area, Lot Frontage and Sideline Setback. The Variances are required to allow the sale of a portion of the property listed as owned by William S. Italiano at 43 Head of the Bay Rd. (Assessor's Map 20.1 Parcel 44) to the applicants Dana A. and Pamela J. Fournier to be added to their property at 39 Head of the Bay Rd. (Assessor's Map 20.1 Parcel 45).

Attorney Robert Parady I am representing the applicants Dana and Pamela Fournier. I have highlighted in yellow on this plan the shape of parcel on this plan. The parcel is part of lot 44. We are asking for a variance because by transferring this parcel to the adjoining parcel owned by the Fournier's, it reduces the size parcel 44 which makes it a non-conforming parcel. This is the purpose of the variance, the shape issue. The shape is creating the hardship.

Chairman Berger-who currently owns the driveway? Is that part of parcel 44?

Attorney Parady-yes.

Chairman Berger-is the driveway being transferred to parcel 45?

Attorney Parady-yes.

Engineer-they are using the driveway now to access their property.

Keene-what would they be using the property for?

Pamela Fournier-nothing. The neighbors were going to sell their house. We asked them if we could buy that piece in the back of our house. As for the driveway we use it and maintain it.

Chairman Berger-the driveway easement will still be able to be used by parcel 44?

Attorney Parady-the driveway also goes to Town of Bourne parcel which is land locked.

Pamela Fournier-the use of the driveway has never been an issue with both properties and the Town of Bourne. It has been used for many, many years without a problem. But with them selling the house we would like to have the driveway.

Chairman Berger-are you aware that the parcel that is owned by the Town of Bourne is up for auction?

Pamela Fournier-we would like to buy it.

O'Brien-the auction is Friday.

Chairman Berger-so there is a financial hardship for the other people. In terms of being able to relocate. There is a hardship to the land based on shape.

Chairman Berger-any further questions or public comments?

Chairman Berger-do I have motion to approve the variance?

O'Brien **MOVES** and **SECONDED** by Kalick to close the hearing. **Vote 5-0** regular members.

Chairman Berger -I will entertain a motion from Harold Kalick that we grant the variance to allow the transfer of land labeled Lot 2, from parcel 44 to parcel 45 on a plan prepared by Warwick and Associates revised dated June 26, 2015. That this particular variances are for lot shape, from section 2480 and Intensity of Use under section 2500 relevant to lot area, lot frontage and lot set back. The grounds are the shape being unique to both parcels. **SECONDED** by O'Brien. **Vote 5-0.**

Chairman Berger-next item on the agenda is **Canal Bluffs, Harmony Hill Drive, Amendment to Comprehensive Permit 05-43.**

Chairman Berger-We finally received today the draft decision. Which is basically the new application. I have asked Tim to flush out exactly if they are seeking anything more than a change of use. Also, if they are seeking a lowering of parking requirements. This is basically the 9<sup>th</sup> amendment to Canal Bluffs. I have been asked to continue it to the next hearing, but unfortunately it was not advertised in time for September 2<sup>nd</sup>. Do I hear a motion to continue the hearing to September 16<sup>th</sup> at 7:10pm. O'Brien **MOVED** and **SECONDED** by Keene. **Vote 5-0.**

**Old Business      None**

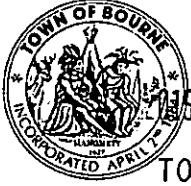
**New Business      None**

**Public Comment   None**

Kalick makes **MOTION and SECONDED** by Keenan to Adjourn.

Submitted by

Pamela Auvil  
Secretary/ZBA



# TOWN OF BOURNE

AUG 28 PM 2 43

## *Board of Appeals*

Bourne Town Hall

TOWN CLERK'S OFFICE

24 Perry Avenue

BOURNE, MASS

Buzzards Bay, MA 02532

Phone: (508) 759-0615 ex. 3 Fax: (508) 759-0611



### MEETING NOTICE OF ZONING BOARD OF APPEALS

September 2, 2015

7:00 PM

Bourne Town Hall, Lower Conference Room, 24 Perry Ave, Buzzards Bay

### AGENDA ITEMS

7:00 p.m. Approval of meeting minutes

7:05 p.m. 31 Wing Road Variance #2015-V11 for the sale of a nonconforming, substandard unbuildable lot as buildable.

Old Business

New Business

Public Comment

Zoning Board of Appeals  
Minutes of September 2, 2015

Bourne Town Hall  
Buzzards Bay, MA 02532

2015 NOV 5 AM 10 05  
TOWN CLERK'S OFFICE  
BOURNE, MASS

---

Chairman Lee Berger  
Timothy Sawyer  
Wade Keene  
Kat Brennan, Associate  
Amy Kullar, Associate

Chairman Berger-Board of Appeals is now in session. First item on the agenda is approval of the meeting minutes of August 19, 2015.

Chairman Berger-I have one small correction on page 2. Insert yes to the question.

Sawyer **MOVED** to approve the minutes of August 19, 2015, **SECONDED** by Keene.

Chairman Berger-**31 Wing Road Variance #2015-V11** for the sale of a nonconforming, substandard unbuildable lot as buildable.

Chairman Berger-we have received notification from the attorney that he needs more time to convince his client to what they want to do. He has asked for a continuance to October 7th. They have signed a waiver of time restrictions.

Kullar **MOVED** to continue the hearing to October 7, 2015, **SECONDED** by Brennan.

**New Business – NONE**  
**Old Business – NONE**  
**Public Comment-NONE**

**Berger MOVED to adjourn the meeting, SECONDED by Sawyer. VOTE 5-0.**

Submitted by  
Pamela Auvil, Board Secretary



Zoning Board of Appeals  
Minutes of September 16, 2015  
Bourne Town Hall  
Buzzards Bay, MA 02532

---

Chairman Lee Berger  
Harold Kalick  
Timothy Sawyer  
Wade Keene  
Kat Brennan, Associate  
Amy Kullar, Associate

Roger LaPorte, Inspector of Buildings

**Meeting called to order**

7:00pm by Chairman Lee Berger

Berger-Board of Appeals is now in session. First item on the agenda is the approval of minutes. We have September 2, 2015 minutes.

Berger-do I hear a motion to approve the minutes of September 2, 2015.

Keene **MOVED** and **SECONDED** by Kullar to **APPROVE** the minutes of September 2, 2015.

Vote 4-0, one abstention from Kalick.

Chairman Berger first item on the agenda is 2015 V 13, **1131 Sandwich Road, Sagamore Inn**- Variance from the following section of the Bourne Zoning Bylaw: **Section 2500 Intensity of Use Schedule** pertaining to the side line setback requirements for the lot line on the western side of the property for a proposed outdoor seating area at the Sagamore Inn Restaurant.

Inn owner Mr. Bilodeau – I am proposing a deck off the back of the building. In order for me to do it, I am 2 feet of the back lot line. Bill Sullivan who is the owner of this area of land is all for it.

Chairman Berger-I went out there and didn't understand why the deck needed to be there since you have a two acre piece of property. It looks like you want to put the deck on the left side. Why can't you put it out the back or side?

Mr. Bilodeau-there is a road there that the tractor trailers travel on for deliveries to the back of Inn to deliver supplies. I have septic out there and across the back field and underneath the road. I have landscaping that will take away from the place. I would like to put the deck back there, because there is sun there. We have a deck over here and it is useless because of no sun.

Keene- who owns this property here?

Mr. Bilodeau-Bill Sullivan.

Keene-is he here?

Mr. Bilodeau-no not tonight. He is all for this. I went over everything with him and gave him a copy of the plan. I can get a letter from him.

Keene-that would be good because you are right on his lot line.

Chairman Berger-I am looking at a Variance. When applying for a variance you have to show significant hardship based on the shape of the lot, topography or soil conditions. You have a slightly off shape parcel, you do have two acres.

Mr. Bilodeau-two acres, depends on where it is. I want it attached to the building.

Chairman Berger-that is why I suggested going out back.

Mr. Bilodeau-I have septic and deliveries.

Chairman Berger-the septic isn't effect by this deck.

Mr. Bilodeau-I get my supplies to the back of the building. The truck has to be able to pull up to the building. There is no sun in the back of the building.

No other comments from the board or the audience. Keene **MOVES** and **SECONDED** by Kullar to close the hearing. **Vote 5-0**

Halick makes a motion to approve a variance on 2015 V13, for the purpose of adding a side deck to the existing building due to the shape of the lot. We will give a variance for the applicant to construct a deck no more than two feet of the lot line. With the abutter Bill Sullivan presents a letter prior to the building permit application being approved.

Chairman Berger-with in reference to 2015 V13, Halick made a motion to approve the variance to the extent of allowing them to put an outdoor deck on the Westerly side of the property attached to the building. Whereas the South West corner of that deck shall be no closer to the lot line than two feet. The condition of this Variance that the abutter shall present a letter to the Building Inspector prior to the building permit application being approved.

Halick **MOVED** and **SECONDED** by Kullar. **Vote 4-5.**

**Berger, Keene, Sawyer, Halick and Kullar voting.**

Chairman Berger- **2015 SP14, 82 Trowbridge Road – Special Permit per section 2340 of the Bourne Zoning Bylaw under M.G.L., 40A, Sec 9** to change and expand the primary use of the property to be an animal hospital. The property is currently residential with the animal hospital as an accessory use.

Dr. Fall present with representative.

Representative-The property is currently an animal hospital. We would like to put on a 900 square foot addition to the animal hospital. It would not be viewed from

the road. The road would be no difference. The parking facilities would be enhanced.

Chairman Berger-sitting on this hearing is myself, Wade Keene, Tim Sawyer, Harold Kalick and Kat Brenner. Also present is Amy Kullar.

Chairman Berger-How long has this been an animal hospital?

Roger LaPorte-That goes back to the 80s. Sharon Murphy was the vet and she put an addition on her house. Everything they are doing there is allowed in a residential zone. An animal hospital is allowed and so is the residence as an accessory use. The problem being the she was using it as a home occupation. You can only have one third (30%) of the area. So she had to put a huge addition on her house to justify the 30% of the animal hospital. What they are trying to do now is reverse it. We have found no problem with what he wants to do. But there is no mechanism for us to grant the permit short to coming here.

Chairman Berger-reading your application the only reason you want to keep the apartment is so that someone can stay there to watch the animals.

Dr. Fall-yes.

Chairman Berger-anyone against this or for this in the audience?

Paul Smith- I bring my animals there. It is always clean, quiet and he is there all the time. It is a top notch place. I am all for it.

Daniel Doucette-in favor of the variance. The doctor has been good to the community. He voluntary's his time for the community.

Halick **MOVES** and **SECONDED** by Keene to close the hearing.

Chairman Berger-2015 SP14 that the Board grants a special permit under 2200, to allow an animal hospital as a principal use. And that one or more employees of the animal hospital can reside there to care for the animals.

Brennan **MOVED** and **SECONDED** by Keene. **Vote 5-0.**

Chairman Berger-**2015 SP 15 Special Permit per section 1331, 2320 and 2450** of the Bourne Zoning Bylaws and M.G.L., Ch 40A, Sec 9 to build a second story over a pre-existing first story that does not meet the setback requirements.

Ken Sumnan-We would like to demo the existing 12x24 living room. Then rebuild on the same foot print and add a second floor. The existing structures floor system is bad and the room is not insulated.

Chairman Berger-I wasn't able to get into the backyard. I couldn't see what was behind your house. Was there another house back there?

Homeowner-there is one off to the right. It is probably about 300 yards away.

Chairman Berger-for the record sitting on this hearing are Amy Kullar, Wade Keene, Harold Kalick, Lee Berger, Tim Sawyer and Kat Brenner as alternate.

Chairman Berger-it doesn't seem like anyone will be affected by this. Because it is close to lot line and built way before zoning. The real lot line is 12 feet and right now its 9 feet. The first floor is going to be the same. The second floor is what is going to change.

Chairman Berger-any further questions or any questions for the audience?

Keene **MOVES** and **SECONDED** by Kullar to close the hearing.

Keene- makes a motion to grant a **special permit for 6 Elm Ave, Bourne, MA** to demolish 12 x 24 first floor living room and build a second story over a pre-existing first story. And that we make the required finding that requested extension and alteration will not be more substantially detrimental to the neighborhood and the nonconforming use.

Keene **MOVED** and **SECONDED** by Sawyer. **Vote 5-0.**

Chairman Berger-**2015 SP16 Special Permit per section 4120-4123** of the Bourne Zoning Bylaw, under M.G.L., Ch. 40A, Sec 9 for conversion of space above garage for an accessory dwelling.

Paul Smith homeowner-My daughter moved back home recently and I would like to be able to have her live above the garage, as she doesn't have much money and can't afford rent or a mortgage. It would be a nice little space for her and her dog. I don't want to rent the space; I want to keep it just for the family.

Chairman Berger-if we grant this then we would name Jennifer Smith in this occupancy permit and it would be valid for three years. Then in three years it would renew, unless you had changes. You would have to send a letter to Roger that there were no changes. We also put something in the decision that the septic is approved for a four bedroom.

Chairman Berger-any other questions from the board or audience?

Sawyer-I make a motion to approve a Special Permit for an accessory dwelling for Paul Smith for an apartment above his garage for his daughter Jennifer Smith.

Chairman Berger-with approved septic from the Board of Health.

Sawyer **MOVED** and **SECONDED** by Brennan. **Vote 5-0.**

**Brennan MOVED and SECONDED by Kennan to continue hearing of Canal Bluffs to October 7, 2015.**

**Old Business**

None

**New Business**

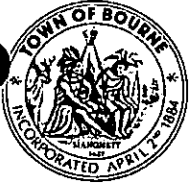
None

**Public Comment**  
**None**

**Kalick MOVED to adjourn the meeting, SECONDED by Keene. VOTE 5-0.**

**Submitted by**

**Pamela Auvil, Recording Secretary**



## TOWN OF BOURNE

2015 AUG 26 PM 3:37  
**Board of Appeals**  
24 Perry Avenue  
TOWN CLERK'S OFFICE Buzzards Bay, MA 02532  
BOURNE, MASS Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611



### *Public Hearing Notice*

**APPEAL:** Special Permit Change of Use – 2015-SP14

**APPLICANT:** William Fall

**LOCATION:** 502 County Road, Pocasset, MA  
MAP: 24.0 PARCEL: 29

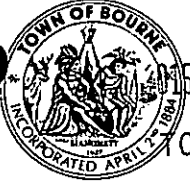
**PROPOSAL:** Requesting Special Permit per section 2340 of the Bourne Zoning Bylaw under M.G.L., Ch 40A, Sec 9 to change and expand the primary use of the property to be an animal hospital. The property is currently residential with the animal hospital as an accessory use.

**DATE & TIME:** Wednesday, September 16, 2015 at 7:00 p.m.

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

Bourne Courier publishing dates:  
September 2, 2015  
September 9, 2015





AUG 26 PM 3 37  
TOWN CLERK'S OFFICE  
BOURNE, MASS

## TOWN OF BOURNE

### *Board of Appeals*

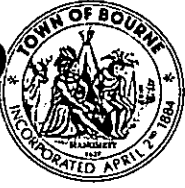
24 Perry Avenue  
Buzzards Bay, MA 02532  
Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611



### *Public Hearing Notice*

- APPEAL:** Special Permit 2015-SP16- Accessory Dwelling
- APPLICANT:** Paul Smith
- LOCATION:** 15 Keenan Road, Buzzards Bay, MA  
MAP: 20.3 PARCEL: 150
- PROPOSAL:** Requesting Special Permit per section 4120-4123 of the Bourne Zoning Bylaw, under M.G.L., Ch. 40A, Sec 9 for conversion of space above garage for an accessory dwelling.
- DATE & TIME:** Wednesday, September 16, 2015 at 7:00 p.m.
- PLACE:** Bourne Town Hall, Lower Conference Room  
24 Perry Ave, Buzzards Bay, MA 02532

Bourne Courier publishing dates:  
September 2, 2015  
September 9, 2015



## TOWN OF BOURNE

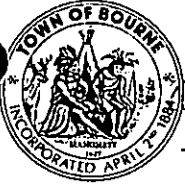
2015 AUG 26 PM 3:30 **Board of Appeals**  
24 Perry Avenue  
TOWN CLERK'S OFFICE Buzzards Bay, MA 02532  
BOURNE, MASS Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611



### *Public Hearing Notice*

- APPEAL:** Special Permit 2015-SP15 – Extension or Alteration of a Pre-Existing Non-Conforming structure or use.
- APPLICANT:** Kenneth Sundman
- LOCATION:** 6 Elm Ave, Bourne, MA  
MAP: 30.4 PARCEL: 134
- PROPOSAL:** Requesting Special Permit per section 1331, 2320 and 2450 of the Bourne Zoning Bylaws and M.G.L., Ch 40A, Sec 9 to build a second story over a pre-existing first story that does not meet the setback requirements.
- DATE & TIME:** Wednesday, September 16, 2015 at 7:00 p.m.
- PLACE:** Bourne Town Hall, Lower Conference Room  
24 Perry Ave, Buzzards Bay, MA 02532

Bourne Courier publishing dates:  
September 2, 2015  
September 9, 2015



2015 AUG 26 PM 3 37  
TOWN CLERK'S OFFICE  
BOURNE, MASS

## TOWN OF BOURNE

### *Board of Appeals*

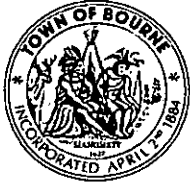
24 Perry Avenue  
Buzzards Bay, MA 02532  
Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611



### *Public Hearing Notice*

- APPEAL:** Variance 2015-V13
- APPLICANT:** Michael K. Bilodeau
- LOCATION:** 1131 Sandwich Road, Sagamore, MA  
MAP: 18.2 PARCEL: 9
- PROPOSAL:** Request for a Variance from the following section of the Bourne Zoning Bylaw: *Section 2500 Intensity of Use Schedule* pertaining to the sideline setback requirements for the lot line on the western side of the property for a proposed outdoor seating area at the Sagamore Inn Restaurant.
- DATE & TIME:** Wednesday, September 16, 2015 at 7:00 p.m.
- PLACE:** Bourne Town Hall, Lower Conference Room  
24 Perry Ave, Buzzards Bay, MA 02532

Bourne Courier publishing dates:  
September 2, 2015  
September 9, 2015



# TOWN OF BOURNE

2015 SEP 14 PM 3:46  
Board of Appeals  
Bourne Town Hall  
24 Perry Avenue  
TOWN CLERK'S OFFICE  
Bourne, Massachusetts  
Bourne, Buzzards Bay, MA 02532  
Phone: (508) 759-0615 ex. 3 Fax: (508) 759-0611



## AMENDED

### MEETING NOTICE OF ZONING BOARD OF APPEALS September 16, 2015

7:00 PM

Bourne Town Hall, Lower Conference Room, 24 Perry Ave, Buzzards Bay

### AGENDA ITEMS

7:00 p.m. Approval of meeting minutes

7:05 p.m. 1131 Sandwich Road. Sagamore Inn - Variance from the following section of the Bourne Zoning Bylaw: *Section 2500 Intensity of Use Schedule* pertaining to the sideline setback requirements for the lot line on the western side of the property for a proposed outdoor seating area at the Sagamore Inn Restaurant.

7:15 p.m. 82 Trowbridge Road - Special Permit per section 2340 of the Bourne Zoning Bylaw under M.G.L., Ch 40A, Sec 9 to change and expand the primary use of the property to be an animal hospital. The property is currently residential with the animal hospital as an accessory use.

7:25 p.m. 6 Elm Avenue - Special Permit per section 1331, 2320 and 2450 of the Bourne Zoning Bylaws and M.G.L., Ch 40A, Sec 9 to build a second story over a pre-existing first story that does not meet the setback requirements.

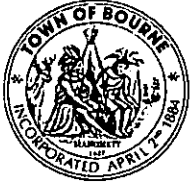
7:35 p.m. 15 Keenan Avenue - Special Permit per section 4120-4123 of the Bourne Zoning Bylaw, under M.G.L., Ch. 40A, Sec 9 for conversion of space above garage for an accessory dwelling.

7:35 p.m. Residences at Canal Bluffs - To be continued on October 7, 2015

Old Business

New Business

Public Comment



# TOWN OF BOURNE

**Board of Appeals** 2015 SEP 14 AM 10

Bourne Town Hall

24 Perry Avenue

Buzzards Bay, MA 02532

TOWN CLERK'S OFFICE

BOURNE, MASS

Phone: (508) 759-0615 ex. 3 Fax: (508) 759-0611



## MEETING NOTICE OF ZONING BOARD OF APPEALS

September 16, 2015

7:00 PM

Bourne Town Hall, Lower Conference Room, 24 Perry Ave, Buzzards Bay

### AGENDA ITEMS

**7:00 p.m. Approval of meeting minutes**

**7:05 p.m. 1131 Sandwich Road. Sagamore Inn** - Variance from the following section of the Bourne Zoning Bylaw: *Section 2500 Intensity of Use Schedule* pertaining to the sideline setback requirements for the lot line on the western side of the property for a proposed outdoor seating area at the Sagamore Inn Restaurant.

**7:15 p.m. 82 Trowbridge Road** - Special Permit per section 2340 of the Bourne Zoning Bylaw under M.G.L., Ch 40A, Sec 9 to change and expand the primary use of the property to be an animal hospital. The property is currently residential with the animal hospital as an accessory use.

**7:25 p.m. 6 Elm Avenue** - Special Permit per section 1331, 2320 and 2450 of the Bourne Zoning Bylaws and M.G.L., Ch 40A, Sec 9 to build a second story over a pre-existing first story that does not meet the setback requirements.

**7:35 p.m. 15 Keenan Avenue** - Special Permit per section 4120-4123 of the Bourne Zoning Bylaw, under M.G.L., Ch. 40A, Sec 9 for conversion of space above garage for an accessory dwelling.

**Old Business**

**New Business**

**Public Comment**

2015 NOV 5 AM 10 06

TOWN CLERK'S OFFICE  
BOURNE, MASS

Zoning Board of Appeals  
Minutes of September 16, 2015  
Bourne Town Hall  
Buzzards Bay, MA 02532

---

Chairman Lee Berger  
Harold Kalick  
Timothy Sawyer  
Wade Keene  
Kat Brennan, Associate  
Amy Kullar, Associate

Roger LaPorte, Inspector of Buildings

**Meeting called to order**

7:00pm by Chairman Lee Berger

Berger-Board of Appeals is now in session. First item on the agenda is the approval of minutes. We have September 2, 2015 minutes.

Berger-do I hear a motion to approve the minutes of September 2, 2015.

Keene **MOVED** and **SECONDED** by Kullar to APPROVE the minutes of September 2, 2015.

Vote 4-0, one abstention from Kalick.

Chairman Berger first item on the agenda is 2015 V 13, **1131 Sandwich Road, Sagamore Inn**- Variance from the following section of the Bourne Zoning Bylaw: **Section 2500 Intensity of Use Schedule** pertaining to the side line setback requirements for the lot line on the western side of the property for a proposed outdoor seating area at the Sagamore Inn Restaurant.

Inn owner Mr. Bilodeau – I am proposing a deck off the back of the building. In order for me to do it, I am 2 feet of the back lot line. Bill Sullivan who is the owner of this area of land is all for it.

Chairman Berger-I went out there and didn't understand why the deck needed to be there since you have a two acre piece of property. It looks like you want to put the deck on the left side. Why can't you put it out the back or side?

Mr. Bilodeau-there is a road there that the tractor trailers travel on for deliveries to the back of Inn to deliver supplies. I have septic out there and across the back field and underneath the road. I have landscaping that will take away from the place. I would like to put the deck back there, because there is sun there. We have a deck over here and it is useless because of no sun.

Keene- who owns this property here?

Mr. Bilodeau-Bill Sullivan.

Keene-is he here?

Mr. Bilodeau-no not tonight. He is all for this. I went over everything with him and gave him a copy of the plan. I can get a letter from him.

Keene-that would be good because you are right on his lot line.

Chairman Berger-I am looking at a Variance. When applying for a variance you have to show significant hardship based on the shape of the lot, topography or soil conditions. You have a slightly off shape parcel, you do have two acres.

Mr. Bilodeau-two acres, depends on where it is. I want it attached to the building.

Chairman Berger-that is why I suggested going out back.

Mr. Bilodeau-I have septic and deliveries.

Chairman Berger-the septic isn't effect by this deck.

Mr. Bilodeau-I get my supplies to the back of the building. The truck has to be able to pull up to the building. There is no sun in the back of the building.

No other comments from the board or the audience. Keene **MOVES** and **SECONDED** by Kullar to close the hearing. **Vote 5-0**

Halick makes a motion to approve a variance on 2015 V13, for the purpose of adding a side deck to the existing building due to the shape of the lot. We will give a variance for the applicant to construct a deck no more than two feet of the lot line. With the abutter Bill Sullivan presents a letter prior to the building permit application being approved.

Chairman Berger-with in reference to 2015 V13, Halick made a motion to approve the variance to the extent of allowing them to put an outdoor deck on the Westerly side of the property attached to the building. Whereas the South West corner of that deck shall be no closer to the lot line than two feet. The condition of this Variance that the abutter shall present a letter to the Building Inspector prior to the building permit application being approved.

Halick **MOVED** and **SECONDED** by Kullar. **Vote 4-5.**

**Berger, Keene, Sawyer, Halick and Kullar voting.**

Chairman Berger- **2015 SP14, 82 Trowbridge Road – Special Permit per section 2340 of the Bourne Zoning Bylaw under M.G.L., 40A, Sec 9** to change and expand the primary use of the property to be an animal hospital. The property is currently residential with the animal hospital as an accessory use.

Dr. Fall present with representative.

Representative-The property is currently an animal hospital. We would like to put on a 900 square foot addition to the animal hospital. It would not be viewed from



the road. The road would be no difference. The parking facilities would be enhanced.

Chairman Berger-sitting on this hearing is myself, Wade Keene, Tim Sawyer, Harold Kalick and Kat Brenner. Also present is Amy Kullar.

Chairman Berger-How long has this been an animal hospital?

Roger LaPorte-That goes back to the 80s. Sharon Murphy was the vet and she put an addition on her house. Everything they are doing there is allowed in a residential zone. An animal hospital is allowed and so is the residence as an accessory use. The problem being the she was using it as a home occupation. You can only have one third (30%) of the area. So she had to put a huge addition on her house to justify the 30% of the animal hospital. What they are trying to do now is reverse it. We have found no problem with what he wants to do. But there is no mechanism for us to grant the permit short to coming here.

Chairman Berger-reading your application the only reason you want to keep the apartment is so that someone can stay there to watch the animals.

Dr. Fall-yes.

Chairman Berger-anyone against this or for this in the audience?

Paul Smith- I bring my animals there. It is always clean, quiet and he is there all the time. It is a top notch place. I am all for it.

Daniel Doucette-in favor of the variance. The doctor has been good to the community. He voluntary's his time for the community.

Halick **MOVES** and **SECONDED** by Keene to close the hearing.

Chairman Berger-2015 SP14 that the Board grants a special permit under 2200, to allow an animal hospital as a principal use. And that one or more employees of the animal hospital can reside there to care for the animals.

Brennan **MOVED** and **SECONDED** by Keene. **Vote 5-0.**

Chairman Berger-**2015 SP 15 Special Permit per section 1331, 2320 and 2450** of the Bourne Zoning Bylaws and M.G.L., Ch 40A, Sec 9 to build a second story over a pre-existing first story that does not meet the setback requirements.

Ken Sumnan-We would like to demo the existing 12x24 living room. Then rebuild on the same foot print and add a second floor. The existing structures floor system is bad and the room is not insulated.

Chairman Berger-I wasn't able to get into the backyard. I couldn't see what was behind your house. Was there another house back there?

Homeowner-there is one off to the right. It is probably about 300 yards away.

Chairman Berger-for the record sitting on this hearing are Amy Kullar, Wade Keene, Harold Kalick, Lee Berger, Tim Sawyer and Kat Brenner as alternate.

Chairman Berger-it doesn't seem like anyone will be affected by this. Because it is close to lot line and built way before zoning. The real lot line is 12 feet and right now its 9 feet. The first floor is going to be the same. The second floor is what is going to change.

Chairman Berger-any further questions or any questions for the audience?

Keene **MOVES** and **SECONDED** by Kullar to close the hearing.

Keene- makes a motion to grant a **special permit for 6 Elm Ave, Bourne, MA** to demolish 12 x 24 first floor living room and build a second story over a pre-existing first story. And that we make the required finding that requested extension and alteration will not be more substantially detrimental to the neighborhood and the nonconforming use.

Keené **MOVED** and **SECONDED** by Sawyer. **Vote 5-0.**

Chairman Berger-**2015 SP16 Special Permit per section 4120-4123** of the Bourne Zoning Bylaw, under M.G.L., Ch. 40A, Sec 9 for conversion of space above garage for an accessory dwelling.

Paul Smith homeowner-My daughter moved back home recently and I would like to be able to have her live above the garage, as she doesn't have much money and can't afford rent or a mortgage. It would be a nice little space for her and her dog. I don't want to rent the space; I want to keep it just for the family.

Chairman Berger-if we grant this then we would name Jennifer Smith in this occupancy permit and it would be valid for three years. Then in three years it would renew, unless you had changes. You would have to send a letter to Roger that there were no changes. We also put something in the decision that the septic is approved for a four bedroom.

Chairman Berger-any other questions from the board or audience?

Sawyer-I make a motion to approve a Special Permit for an accessory dwelling for Paul Smith for an apartment above his garage for his daughter Jennifer Smith.

Chairman Berger-with approved septic from the Board of Health.

Sawyer **MOVED** and **SECONDED** by Brennan. **Vote 5-0.**

**Brennan MOVED and SECONDED by Kennan to continue hearing of Canal Bluffs to October 7, 2015.**

**Old Business**

**None**

**New Business**

**None**

**Public Comment**

**None**

**Kalick MOVED to adjourn the meeting, SECONDED by Keene. VOTE 5-0.**

**Submitted by**

**Pamela Auvil, Recording Secretary**



5 PM 3 21

CLERK'S OFFICE  
BOURNE, MASS

# TOWN OF BOURNE

## *Board of Appeals*

Bourne Town Hall  
24 Perry Avenue  
Buzzards Bay, MA 02532  
Phone: (508) 759-0615 ex. 3 Fax: (508) 759-0611



### AMENDED

#### MEETING NOTICE OF ZONING BOARD OF APPEALS

October 7, 2015

7:00 PM

Bourne Town Hall, Lower Conference Room, 24 Perry Ave, Buzzards Bay

#### AGENDA ITEMS

7:00 p.m. Approval of meeting minutes

7:05 p.m. 31 Wing Rd. #2015-V11 - Applicant has requested a continuance.

7:15 p.m. 32 North Beach Ave. #2015-SP17 - Requesting Special Permit per section 1331, 2320 and 2450 of the Bourne Zoning Bylaws and M.G.L., Ch 40A, Sec 9 to build a 6'x24' addition to the front of the house to extend the pre-existing nonconformity that does not meet the side setback requirements of 12 feet.

7:25 p.m. 38 Lafayette Ave. #2015-SP18 - Requesting Special Permit per section 4120-4123 for construction of an Accessory Dwelling.

7:35 p.m. 428 Barlows Landing Rd. #2015-SP19 - Requesting Special Permit per section 2457 to allow a 10% increase in GFA for demo-rebuild.

7:45 p.m. Residences at Canal Bluffs, 100 Harmony Hill Drive. Comprehensive Permit 05-43 Requesting to amend the Comprehensive Permit from "for-sale townhouse condominium units" as stated currently to "rental units."

7:55 p.m. Discussion and possible amendment of application packet and decision forms.

Old Business

New Business

Public Comment



## TOWN OF BOURNE

2015 OCT 2 PM 1 *Board of Appeals*

TOWN CLERK'S OFFICE Bourne Town Hall  
24 Perry Avenue  
BOURNE, MASS Buzzards Bay, MA 02532

Phone: (508) 759-0615 ex. 3 Fax: (508) 759-0611



### MEETING NOTICE OF ZONING BOARD OF APPEALS

October 7, 2015

7:00 PM

Bourne Town Hall, Lower Conference Room, 24 Perry Ave, Buzzards Bay

### AGENDA ITEMS

7:00 p.m. Approval of meeting minutes

7:05 p.m. 31 Wing Rd. #2015-V11 - Continued until the November 4, 2015 meeting.

7:15 p.m. 32 North Beach Ave. #2015-SP17 - Requesting Special Permit per section 1331, 2320 and 2450 of the Bourne Zoning Bylaws and M.G.L., Ch 40A, Sec 9 to build a 6'x24' addition to the front of the house to extend the pre-existing nonconformity that does not meet the side setback requirements of 12 feet.

7:25 p.m. 38 Lafayette Ave. #2015-SP18 - Requesting Special Permit per section 4120-4123 for construction of an Accessory Dwelling.

7:35 p.m. 428 Barlows Landing Rd. #2015-SP19 - Requesting Special Permit per section 2457 to allow a 10% increase in GFA for demo-rebuild.

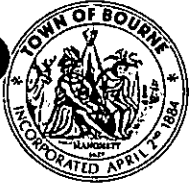
7:45 p.m. Residences at Canal Bluffs, 100 Harmony Hill Drive. Comprehensive Permit 05-43 Requesting to amend the Comprehensive Permit from "for-sale townhouse condominium units" as stated currently to "rental units."

7:55 p.m. Discussion and possible amendment of application packet and decision forms.

Old Business

New Business

Public Comment



2015 SEP 22 AM 9 09

**TOWN OF BOURNE**  
**Board of Appeals**

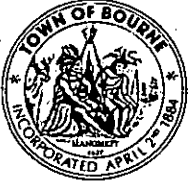
TOWN CLERK'S OFFICE 24 Perry Avenue  
BOURNE, MASS Buzzards Bay, MA 02532  
Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611



***Public Hearing Notice***

- APPEAL:** Special Permit – Exceed Gross Floor Area (GFA) of a pre-existing non-conforming lot.
- APPLICANT:** Richard & Sharon Hawkins
- LOCATION:** 428 Barlows Landing Road, Pocasset, MA  
MAP: 43.1 PARCEL: 38
- PROPOSAL:** Requesting Special Permit per section 2457 to allow a 10% increase in GFA for demo-rebuild.
- DATE & TIME:** Wednesday, October 7, 2015 at 7:10 p.m.
- PLACE:** Bourne Town Hall, Lower Conference Room  
24 Perry Ave, Buzzards Bay, MA 02532

Bourne Enterprise publishing dates:  
September 18, 2015  
September 25, 2015



## TOWN OF BOURNE

### *Board of Appeals*

2015 SEP 22 AM 9 09 24 Perry Avenue  
Buzzards Bay, MA 02532  
TOWN CLERK'S OFFICE Phone: (508) 759-0615 ext. 3  
BOURNE, MASS Fax: (508) 759-0611



### *Public Hearing Notice*

- APPEAL:** Amendment to Comprehensive Permit No. 05-43
- APPLICANT:** HAC, LLC
- LOCATION:** Harmony Hill Drive off 9 Otis Park Drive, Pocasset, MA  
MAP: 35.0 PARCEL: 31
- PROPOSAL:** Requesting to amend the Comprehensive Permit from "for-sale townhouse condominium units" as stated currently to "rental units."
- DATE & TIME:** Wednesday, October 7, 2015 at 7:10 p.m.
- PLACE:** Bourne Town Hall, Lower Conference Room  
24 Perry Ave, Buzzards Bay, MA 02532

Bourne Enterprise publishing dates:  
September 18, 2015  
September 25, 2015





## TOWN OF BOURNE

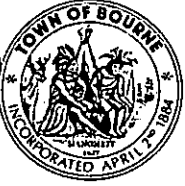
2015 SEP 22 AM 9 09  
**Board of Appeals**  
24 Perry Avenue  
Bourne, MA 02532  
TOWN CLERK'S OFFICE  
Bourne, MA Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611



### *Public Hearing Notice*

- APPEAL:** Special Permit 2015-SP17 - Extension or Alteration of a Pre-Existing Non-Conforming structure or use.
- APPLICANT:** Arthur Barton, Jr.
- LOCATION:** 32 North Beach Ave, Bourne, MA  
MAP: 30.2 PARCEL: 89
- PROPOSAL:** Requesting Special Permit per section 1331, 2320 and 2450 of the Bourne Zoning Bylaws and M.G.L., Ch 40A, Sec 9 to build a 6'x24' addition to the front of the house to extend the pre-existing nonconformity that does not meet the side setback requirements of 12 feet.
- DATE & TIME:** Wednesday, October 7, 2015 at 7:00 p.m.
- PLACE:** Bourne Town Hall, Lower Conference Room  
24 Perry Ave, Buzzards Bay, MA 02532

Bourne Enterprise publishing dates:  
September 18, 2015  
September 25, 2015



## TOWN OF BOURNE

2015 SEP 22 AM 9 09  
**Board of Appeals**  
24 Perry Avenue  
TOWN CLERK'S OFFICE Buzzards Bay, MA 02532  
BOURNE, MASS Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611



### *Public Hearing Notice*

**APPEAL:** Special Permit - Accessory Dwelling

**APPLICANT:** Melanie DaRosa

**LOCATION:** 38 Lafayette Ave, Buzzards Bay, MA  
MAP: 19.4 PARCEL: 14

**PROPOSAL:** Requesting Special Permit per section 4120-4123 for construction of an Accessory Dwelling.

**DATE & TIME:** Wednesday, October 7, 2015 at 7:00 p.m.

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

Bourne Enterprise publishing dates:  
September 18, 2015  
September 25, 2015

Zoning Board of Appeals  
Minutes of October 7, 2015  
Bourne Town Hall  
Buzzards Bay, MA 02532

2015 NOV 5 AM 10 06  
TOWN CLERK'S OFFICE  
BOURNE, MASS

---

Chairman Lee Berger  
John O'Brien  
Harold Kalick  
Timothy Sawyer  
Wade Keene

Roger LaPorte, Inspector of Buildings

**Meeting called to order**

7:00pm by Chairman Lee Berger

Berger-Board of Appeals is now in session. First item on the agenda is the approval of minutes. We have September 2, 2015 minutes.

Berger-do I hear a motion to approve the minutes of September 16, 2015.

Keene **MOVED** and **SECONDED** by Sawyer to **APPROVE** the minutes of September 16, 2015.

**Vote 4-1**, one abstention from O'Brien.

Chairman Berger next item on the agenda is 2015 V 11, **31 Wing Road, continuance of hearing.**

Berger-the applicant has asked for a continuance. They have signed the waiver of time.

O'Brien **MOVED** and **SECONDED** by Keene to continue the hearing to November 18, 2015 at 7:05pm.

Berger - next on the agenda is **32 North Beach Ave. #2015-SP17-Requesting** Special Permit per section 1331, 2320 and 2450 of the Bourne Zoning Bylaws and M.G.L., ch. 40A, Sec 9 to build a 6'x24' addition to the front of the house to extend the pre-existing non conformity that does not meet the side setback requirements of 12'.

Rebecca Nowak daughter of property owners representing them at the hearing. We are looking to extend the breeze way across the length of the house.

Berger-the plans say 6 feet. You need a Special Permit for the bump out.

Rebecca Nowak-correct.

O'Brien-this is going to be living space?

Nowak- entry way and bathroom.

Berger-does the board have any questions?

Berger-I don't see any problem at all. Anybody in the audience have any concerns?

O'Brien **MOVED** and **SECONDED** by Keene to close the hearing. **Vote 5-0**

O'Brien **MOVED** and **SECONDED** by Keene to a finding that this extension alteration is not substantially departmental to the neighbor the pre-existing nonconforming use and result of that finding we are granting the Special Permit. Build in accordance with the plans dated 12-20-14.

**APPROVED Vote 5-0.**

Berger-next on the agenda **38 Lafayette Ave. #2015-SP18-Requesting** Special Permit per section 4120-4123 for construction of an Accessory Dwelling.

Melanie DaRosa-I am here with my mother Shirley Desalliers. I moved here in February and bought 38 Lafayette Ave. I would like to bring my mom down so I am looking for an Accessory dwelling. We will have a shared laundry room. She will have a kitchen, bedroom, bathroom and a living room.

Building inspector-the setback is 20in the front and 12 side feet. I have letters from both the Fire Department and Board Health that say everything is okay.

Berger-the total number of bedrooms with be three including the addition?

DaRosa-Yes.

Berger-the fire letter states you have brought everything up to code. Fire alarms and life safety systems.

DaRosa-Okay. Mine already is. My house was completely done over. And moms will be up to code as well.

Berger-anyone from the audience that would like to speak?

Steven Wells abutter-I am totally for this.

Keene **MOVED** and **SECONDED** by Halick to close the hearing. **Vote 5-0**

Keene **MOVED** and **SECONDED** by O'Brien to grant the Special Permit #2015-SP18 **38 Lafayette Ave.** to construction an Accessory Dwelling for Shirley Desalliers. The conditions would be to be in compliance with the Board of Health's letter of October 7<sup>th</sup> and the letter from the Fire Department dated October 4<sup>th</sup> regarding fire and life safety systems. The accessory dwelling will be built according to plans dated September 5, 2015. **APPROVED Vote 5-0.**

Berger-next on the agenda is **428 Barlows Landing Road #2015-SP19-Requesting** Special Permit per section 2457 to allow a 10% increase in GFA for demo-rebuild.

Tom Donovan from Donovan Construction Company. I am here with the owner Richard Hawkins of 428 Barlows Landing Road. We have six letters from abutters who are in support of the project. There will not be anymore additional traffic foot or cars. The Hawkins have owned the house since 1984. They are retired now and need to update the windows as well as increase the size of the existing kitchen to be able to put a table in there. We are removing the concrete patio so that the addition can be put there. We meet all the criteria for the Special Permit being granted. We are updating parts of the house, windows and trim etc.. under another building permit.

Berger-the language in the bylaw says that the Board of Appeals may grant the Special Permit for good cause. Exceptional hardship. So can you give us some language that would tell us the hardship?

Donovan-we want to update the house to be consistent with the neighborhood. The homeowners have taken care of the house. There will be no adverse effect on the neighbor. The house is not very large. There is no area to put a kitchen table. They can't eat a sandwich or dinner in the kitchen because of not space for a table. The addition would allow the homeowners to have a table to eat in the kitchen.

Berger-anyone in the audience that would like to speak? Anymore questions from the board?

Kalick **MOVED** and **SECONDED** by Keene to close the hearing. **Vote 5-0**

O'Brien **MOVED** and **SECONDED** by Kalick to grant the finding under section 2320 that the addition is not more substantially departmental to the neighborhood and the Special Permit to increase the floor area.#2015-SP19-428 **Barlows Landing Road**. Using plans dated August 3, 2015.

**APPROVED Vote 5-0.**

Berger-next on the agenda is **Residences at Canal Bluffs, 100 Harmony Hill Drive. Comprehensive Permit 05-43** Requesting to amend the Comprehensive Permit from “for –sale townhouse condominium units” as stated currently to “rental units.

Julie Kramer-the final phase was supposed to be for sale units/44 units. We are asking for a change in the 40B special permit to change the units to rental units. It will be built in accordance with the site plans I submitted to the board. Very similar to the original plans with some modifications.

Berger-you met with the Affordable Housing Trust Fund. Did they send you a copy of this letter?

Kramer-No.

Berger-the letter basically says that members were disappointed that the units were not for sale units. But the committee expressed concerned with the level of on site management needed to be approved. Security is a concern as well and electronic surveillance should be included in the next phase design. Have there been security problems in the other two phases?

Kramer-no I think it went back to the original permit that was filed. When Housing Assistant Corp was the owner and management. It was suggested that they keep one of the units for an onsite person.

Berger-was this a requirement of the 40B?

Kramer-it wasn't a requirement. The first phase we did place someone, but it didn't work out.

Berger-was he being paid?

Kramer-No he wasn't being paid. Nobody was supposed to know he was there.

Berger-on page 6 of the 40B requirements it states that management should employ a residential manager who primary residence is within the development.

This is a requirement that you need to fulfill. It should be in one of those three developments. Is it possible to have a management?

Kramer-yes it is possible.

Berger-is it a gigantic expensive to put cameras in?

Kramer-in phase two we have a rolling tape going all the time. We place cameras at the dumpsters and the parking lots.

Berger-you don't have a problem with us putting in a condition for security cameras?

Kalick-has there been any problems there that the Bourne Housing Corp would want to put this in?

Kramer-there was years back when phase 2 opened there was some shots fired from back of the property. There was a high level of security from the Bourne Police to maintain some security. A police officer lived in an empty apartment. But nothing was ever found. I don't mind putting security cameras for the property.

O'Brien-I would like to know what the Affordable Housing Corp means by electronic security cameras. What do they have in mind?

Berger-I thought someone from the Trust was going to be here?

Kalick-why were the members of the Affordable Housing Corp disappointed in the plans?

Kramer-I think they thought it was going to become a project. That there would be a lot of low income folks living in one area. That is not the issue up there. People are screened and we don't have any issues.



Keene-why can't you sell those units, why are they all going to be rental units? We had an override that didn't pass. We are losing tax money on those units if they were sold instead of rented.

Berger-they can't do the same thing.

Keene-yes they can. This is the best time in the market. Things are selling like hot cakes.

Kramer-two barriers up there are the wastewater treatment plant.

Keene-the original proposal of this development was luxury townhouses. We are going to so much revenue from those units. We just got shot down on the override.

Kramer-homeownership on that lot is a long way off.

Berger-under the 40B we can't deny an application because we are not getting enough money.

Keene-the intent to building those units was homeownership.

Berger-would anyone from the audience like to speak?

Ted Barnacle-I am opposed to this project. This place is so mismanaged. I am asking you a little bit of help with the road. I have this organization to help us maintain the road. The first time I went up there, there was nobody there to talk to. I had to get information from the gardener.

Kramer-there is someone there 5 days a week at the Phase 2 building area?

Ted Barnacle- there is a road that is has a huge hole in the middle of the road. We just want to fix the road. I got an estimate, and I got a call back from someone in Rhode Island and they stated they didn't have to do anything. The estimate was for \$2,000.00. Two hundred a piece. I am tired of this. We have pot holes again.

Kramer-if you give me the information I will help you.

Barnacle-it should be written in there. We have ownership of the road together. You also never fixed the burham. No one is enforcing it.

Stephan Waite-owner of 6 Otis Park Drive. In the original Board of Appeals paperwork. There was supposed to be a manager at the site. They are supposed to take care of certain parts of Otis Drive. The contractor ripped up part of the road. We were all on board with the townhouses. Once the barn doors opened everything changed. As for security you are going to have 117 units, things are bound to happen.

Berger-you don't have an association. You need to make an association.

Waite-now it's becoming our problem.

Berger-all the abutters it was there problem in the beginning.

Waite-the Board of Appeals should put this in the paperwork. And if they don't do it, example was the manger on site.

Berger-I don't have a problem saying they have a responsible to part of that road. But where are the others who are responsible for the road?

Waite-we all put money in. At that time it was Two Hundred dollars.

Barnacle-now we are having another estimate done.

Kalick **MOVED** and **SECONDED** by O'Brien to continue the hearing to November 18, 2015 at 7:10pm. **Vote 5-0**

Berger-last item Discussion and possible amendment of application packet and decision forms. What this does is add to the application packet the forms for Hideaway Village. Does everyone agree what was sent out on Hideaway Village?

O'Brien **MOVED** and **SECONDED** by Kalick to approve packet. **VOTE 5-0.**

**Old Business**

**None**

**New Business**

**None**

**Public Comment**

**None**

**Kalick MOVED to adjourn the meeting, SECONDED by O'Brien.**

**VOTE 5-0.**

**Submitted by**

**Pamela Auvil, Recording Secretary**



## TOWN OF BOURNE

### *Board of Appeals*

Bourne Town Hall

24 Perry Avenue

Buzzards Bay, MA 02532

Phone: (508) 759-0615 ex. 3 Fax: (508) 759-0611



#### MEETING NOTICE OF ZONING BOARD OF APPEALS

December 2, 2015

7:00 PM

Bourne Town Hall, Lower Conference Room, 24 Perry Ave, Buzzards Bay

#### AGENDA ITEMS

7:00 p.m. Approval of meeting minutes

7:05 p.m. 59 Mirasol Drive Special Permit 2015-SP22, requesting Special Permit per section 4120-4123 for construction of an attached Accessory Dwelling.

7:10 p.m. 9 Bluff Road Special Permit 2015-SP23, requesting Special Permit per section 4120-4123 for construction of an attached Accessory Dwelling.

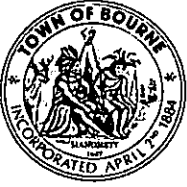
7:15 p.m. 12 Robinson Road Special Permit 2015-SP24, requesting Special Permit per section 4120-4123 for conversion of an existing garage into an Accessory Dwelling.

7:20 p.m. 71 Wamsutta Avenue Special Permit 2015-SP25, requesting Special Permit per section 1331, 2320 and 2450 of the Bourne Zoning Bylaws and M.G.L., Ch 40A, Sec 9 to maintain nonconforming setbacks when razing and reconstructing the existing house in the same location while a second story and roofline would extend the nonconformity.

Old Business

New Business

Public Comment



## TOWN OF BOURNE

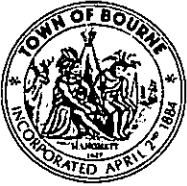
2015 NOV 17 PM **Board of Appeals**  
24 Perry Avenue  
TOWN CLERK'S OFFICE Buzzards Bay, MA 02532  
BOURNE, MASS. Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611



### *Public Hearing Notice*

- APPEAL:** Special Permit 2015-SP25 – Extension or Alteration of a Pre-Existing Non-Conforming structure or use.
- APPLICANT:** Thomas Lyons
- LOCATION:** 71 Wamsutta Avenue, Bourne, MA  
MAP: 43.3 PARCEL: 49
- PROPOSAL:** Requesting Special Permit per section 1331, 2320 and 2450 of the Bourne Zoning Bylaws and M.G.L., Ch 40A, Sec 9 to maintain nonconforming setbacks when razing and reconstructing the existing house in the same location while a second story and roofline would extend the nonconformity.
- DATE & TIME:** Wednesday, December 2, 2015 at 7:00 p.m.
- PLACE:** Bourne Town Hall, Lower Conference Room  
24 Perry Ave, Buzzards Bay, MA 02532

Bourne Courier publishing dates:  
November 11, 2015  
November 18, 2015



## TOWN OF BOURNE

### *Board of Appeals*

2015 NOV 17 PM 2 37 24 Perry Avenue

Buzzards Bay, MA 02532

TOWN CLERK'S OFFICE Phone: (508) 759-0615 ext. 3

BOURNE, MASS Fax: (508) 759-0611



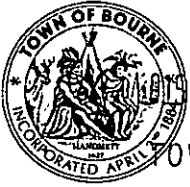
### *Public Hearing Notice*

- APPEAL:** Special Permit 2015-SP23- Accessory Dwelling
- APPLICANT:** Lorna C. Ibbitson
- LOCATION:** 9 Bluff Road, Sagamore, MA  
MAP: 18.1 PARCEL: 11
- PROPOSAL:** Requesting Special Permit per section 4120-4123 for construction of an attached Accessory Dwelling.
- DATE & TIME:** Wednesday, December 2, 2015 at 7:00 p.m.
- PLACE:** Bourne Town Hall, Lower Conference Room  
24 Perry Ave, Buzzards Bay, MA 02532

Bourne Courier publishing dates:

November 11, 2015

November 18, 2015



NOV 17 PM 2 37  
TOWN CLERK'S OFFICE  
BOURNE, MASS

## TOWN OF BOURNE

### *Board of Appeals*

24 Perry Avenue  
Buzzards Bay, MA 02532  
Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611



### *Public Hearing Notice*

**APPEAL:** Special Permit 2015-SP24- Accessory Dwelling

**APPLICANT:** Sheila Micciche

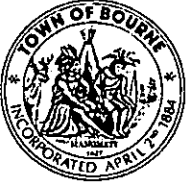
**LOCATION:** 12 Robinson Road, Sagamore Beach, MA  
MAP: 4.3 PARCEL: 79

**PROPOSAL:** Requesting Special Permit per section 4120-4123 for conversion of an existing garage into an Accessory Dwelling.

**DATE & TIME:** Wednesday, December 2, 2015 at 7:00 p.m.

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

Bourne Courier publishing dates:  
November 11, 2015  
November 18, 2015



2015 NOV 17 PM 3:37  
**TOWN OF BOURNE**  
**Board of Appeals**  
TOWN CLERK'S OFFICE 24 Perry Avenue  
BOURNE, MA Buzzards Bay, MA 02532  
Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611



### *Public Hearing Notice*

**APPEAL:** Special Permit 2015-SP22- Accessory Dwelling

**APPLICANT:** HEBB Builders, Inc.

**LOCATION:** 59 Mirasol Drive, Buzzards Bay, MA  
MAP: 15 PARCEL: 85

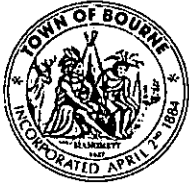
**PROPOSAL:** Requesting Special Permit per section 4120-4123 for construction of an attached Accessory Dwelling.

**DATE & TIME:** Wednesday, December 2, 2015 at 7:00 p.m.

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

Bourne Courier publishing dates:  
November 11, 2015  
November 18, 2015





# TOWN OF BOURNE

## Board of Appeals

2015 OCT 29 PM 2 54 Bourne Town Hall

TOWN CLERK'S OFFICE 24 Perry Avenue  
Bourne, MA 02532  
Phone: (508) 759-0615 ex. 3 Fax: (508) 759-0611



### MEETING NOTICE OF ZONING BOARD OF APPEALS

November 4, 2015

7:00 PM

Bourne Town Hall, Lower Conference Room, 24 Perry Ave, Buzzards Bay

### AGENDA ITEMS

7:00 p.m. Approval of meeting minutes

7:05 p.m. 12 Cranberry Road #2015-SP20 - Requesting Special Permit per section 1331, 2320 and 2450 of the Bourne Zoning Bylaws and M.G.L., Ch 40A, Sec 9 to find that proposed alterations to a pre-existing non-conforming structure and use shall not be substantially more detrimental than the existing structure and use to the neighborhood.

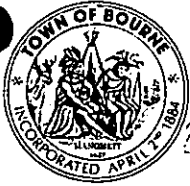
7:15 p.m. 44 Salt Marsh Lane #2015-V21 - Request for Variance from following sections of the Bourne Zoning Bylaw: *Section 2500. Intensity of Use Schedule regarding the minimum requirements for Sideline Setback*. The Variance is requested to allow the exchange of property between 44 Salt Marsh Lane (Map: 43.1 Par: 67) and 46 Salt Marsh Lane (Map: 43.1 Par: 68).

Continued Hearings

Old Business

New Business

Public Comment



2015 OCT 20 PM 4 05

## TOWN OF BOURNE

### *Board of Appeals*

24 Perry Avenue  
Buzzards Bay, MA 02532

TOWN CLERK'S OFFICE Phone: (508) 759-0615 ext. 3  
BOURNE, MASS Fax: (508) 759-0611



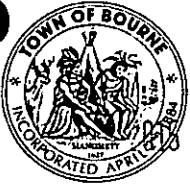
### *Public Hearing Notice*

- APPEAL:** Variance 2015-V21
- APPLICANT:** Marilyn B. Gordon
- LOCATION:** 44 Salt Marsh Lane, Pocasset, MA  
MAP: 43.1 PARCEL: 67
- PROPOSAL:** Request for Variances from following sections of the Bourne Zoning Bylaw: *Section 2500. Intensity of Use Schedule regarding the minimum requirements for Sideline Setback.* The Variance is requested to allow the exchange of property between 44 Salt Marsh Lane (Map: 43.1 Par: 67) and 46 Salt Marsh Lane (Map: 43.1 Par: 68).
- DATE & TIME:** Wednesday, November 4, 2015 at 7:00 p.m.
- PLACE:** Bourne Town Hall, Lower Conference Room  
24 Perry Ave, Buzzards Bay, MA 02532

Bourne Courier publishing dates:

October 21, 2015

October 28, 2015



OCT 20 PM 4 05  
TOWN CLERK'S OFFICE  
BOURNE, MASS

## TOWN OF BOURNE

### *Board of Appeals*

24 Perry Avenue  
Buzzards Bay, MA 02532  
Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611



### *Public Hearing Notice*

- APPEAL:** Special Permit 2015-SP20 – Supportive Finding for Permission to Extend or Alter of a Pre-Existing Non-Conforming structure or use.
- APPLICANT:** Richard Joy
- LOCATION:** 12 Cranberry Rd, Buzzards Bay, MA  
MAP: 19.2 PARCEL: 75
- PROPOSAL:** Requesting Special Permit per section 1331, 2320 and 2450 of the Bourne Zoning Bylaws and M.G.L., Ch 40A, Sec 9 to find that proposed alterations to a pre-existing non-conforming structure and use shall not be substantially more detrimental than the existing structure and use to the neighborhood.
- DATE & TIME:** Wednesday, November 4, 2015 at 7:00 p.m.
- PLACE:** Bourne Town Hall, Lower Conference Room  
24 Perry Ave, Buzzards Bay, MA 02532

Bourne Courier publishing dates:  
October 21, 2015  
October 28, 2015

Zoning Board of Appeals  
Minutes of November 4, 2015  
Bourne Town Hall  
Buzzards Bay, MA 02532

---

John O'Brien  
Harold Kalick  
Timothy Sawyer  
Wade Keene

Roger LaPorte, Inspector of Buildings

**Meeting called to order**

Approval of meeting minutes

**12 Cranberry Road #2015-SP20** –Requesting Special Permit per section 1331, 2320 and 2450 of the Bourne Zoning Bylaws and M.G.L., Ch 40A, Sec 9 to find that proposed alterations to a pre-existing non-conforming structure and use shall not be substantially more detrimental than the existing structure and use to the neighborhood.

**44 Salt Marsh Lane #2015-V21**-Request for Variance from following sections of the Bourne Zoning Bylaw: *Section 2500. Intensity of Use Schedule regarding the minimum requirements for Sideline Setback*. The Variance is requested to allow the exchange of property between 44 Salt Marsh Lane (Map: 43.1 Par: 67) and 46 Salt Marsh Lane (Map: 43.1 Par: 68).

**MOVED** and **SECONDED** by

**Old Business**

**None**

**New Business**

**None**

**Public Comment**

**None**

**Kalick MOVED to adjourn the meeting, SECONDED by O'Brien.**

**VOTE 5-0.**

**Submitted by**

**Pamela Auvil, Recording Secretary**

2015 NOV 16 PM 3 44



TOWN CLERK'S OFFICE  
BOURNE, MASS

## TOWN OF BOURNE

### *Board of Appeals*

Bourne Town Hall

24 Perry Avenue

Buzzards Bay, MA 02532

Phone: (508) 759-0615 ex. 3 Fax: (508) 759-0611



#### AMENDED

#### MEETING NOTICE OF ZONING BOARD OF APPEALS November 18, 2015

7:00 PM

Bourne Town Hall, Lower Conference Room, 24 Perry Ave, Buzzards Bay

#### AGENDA ITEMS

7:00 p.m. Approval of meeting minutes

7:05 p.m. Cont'd hearing: Canal Bluffs, Harmony Hill Drive - Amendment to Comprehensive Permit 05-43.

7:10 p.m. Cont'd hearing: 12 Cranberry Road #2015-SP20 - Requesting Special Permit per section 1331, 2320 and 2450 of the Bourne Zoning Bylaws and M.G.L., Ch 40A, Sec 9 to find that proposed alterations to a pre-existing non-conforming structure and use shall not be substantially more detrimental than the existing structure and use to the neighborhood.

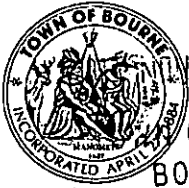
7:15 p.m. Cont'd hearing: 31 Wing Road - Variance #2015-V11 for the sale of a nonconforming, substandard unbuildable lot as buildable.

Old Business

New Business

7:20 p.m. Board discussion of the decision writing process.

Public Comment



6 PM 2 22  
CLERK'S OFFICE  
BOURNE, MASS

## TOWN OF BOURNE

### *Board of Appeals*

Bourne Town Hall

24 Perry Avenue

Buzzards Bay, MA 02532

Phone: (508) 759-0615 ex. 3 Fax: (508) 759-0611



#### MEETING NOTICE OF ZONING BOARD OF APPEALS

November 18, 2015

7:00 PM

Bourne Town Hall, Lower Conference Room, 24 Perry Ave, Buzzards Bay

#### AGENDA ITEMS

7:00 p.m. Approval of meeting minutes

7:05 p.m. **31 Wing Road** Variance #2015-V11 for the sale of a nonconforming, substandard unbuildable lot as buildable.

7:10 p.m. **Canal Bluffs, Harmony Hill Drive** Amendment to Comprehensive Permit 05-43.

7:15 p.m. **12 Cranberry Road #2015-SP20** - Requesting Special Permit per section 1331, 2320 and 2450 of the Bourne Zoning Bylaws and M.G.L., Ch 40A, Sec 9 to find that proposed alterations to a pre-existing non-conforming structure and use shall not be substantially more detrimental than the existing structure and use to the neighborhood.

Old Business

New Business

Public Comment

Zoning Board of Appeals  
Minutes of December 2, 2015  
Bourne Town Hall  
Buzzards Bay, MA 02532

---

John O'Brien, Co-Chairman  
Harold Kalick  
Timothy Sawyer  
Wade Keene  
Kat Brennan, Associate

Roger LaPorte, Inspector of Buildings

**Meeting called to order**  
7:00pm by John O'Brien

2015 DEC 18 AM 8 38  
TOWN CLERK'S OFFICE  
BOURNE, MASS

O'Brien-Board of Appeals is now in session. First item on the agenda is the approval of minutes. We do not have any minutes at this time to approve.

O'Brien- first item on the agenda is **59 Mirasol Drive Special Permit 2015-SP22**, requesting Special Permit per section 4120-4123 for construction of an attached Accessory Dwelling.

Mark Kaven of HEBB Builders, Inc. spoke on behalf of the homeowners of 59 Mirasol Drive. We are applying for a Special Permit to construction an attached Accessory Dwelling to provide housing for the homeowner's mother.

O'Brien-since we do not have a letter from the Board of Health. We would have to write something in the decision pertaining to the Board of Health approving the septic for the accessory dwelling.

Kalick-asked for some clarification from LaPorte what the total square footage of the house is going to be?



LaPorte-he is good. He has 20,000 square foot lot. With 20% he can do 4,000 square feet of coverage.

O'Brien-any other questions. None. Any questions from the audience?

Sharon and Nick homeowners stated that the dwelling was going to be for her mom. She has health issues and the dwelling is going to be made handicap accessible for her. We want her to be close to us. We love our neighborhood and my husband works for the Town. We would like to stay in Bourne and have her live with us so we can keep an eye on her to take care of her.

O'Brien-a condition of the Special Permit is for the person who will be living in the accessory dwelling be identified by name.

Homeowner-Eileen Hansen.

O'Brien-just want you to understand that this is a three year condition. And after three years all you have to do is let Roger know that the condition has not changed. If your mother leaves for some reason, this permit will be null and void.

Homeowner- understands.

Sawyer **MOVED** and **SECONDED** by Keene to close the hearing. **Vote 5-0.**

O'Brien **MOVED** and **SECONDED** by Brennan to approve the Special Permit for 59 Mirasol Drive section 4120-4123 for construction of an attached Accessory Dwelling. The condition would be that something from the Health Department be put in writing that they approve the septic system for this dwelling is placed in the file. **VOTE 5-0.**

O'Brien- second item on the agenda is **9 Bluff Road Special Permit 2015-SP23**, requesting Special Permit per section 4120-4123 for construction of an attached Accessory Dwelling.

Lorna C. Ibbitson-my son and I are living at the property currently. I am hoping to convert the cellar to an accessory dwelling. There will be no changes to the exterior of the house. I will be adding a gallery kitchen and a small additional room. The property is currently permitted for the four bedroom septic system. There are currently two bedrooms in the home now. The new part will only have one bedroom. I would be the occupant of the accessory dwelling.

O'Brien-do you have an arrangement for parking?

Ms. Ibbitson-yes there is a circular driveway with the upper part of the driveway has room for two cars and the lower part of the driveway has space for a third car.

O'Brien-any comments from the audience?

Ms. Muldoon-I was concerned about how many people would be living in the house with an accessory dwelling. But you stated that it is just you and your son. Ms. Muldoon was okay with it.

Keene **MOVED** and **SECONDED** by Kalick to close the hearing. **Vote 5-0.**

O'Brien-read a letter from the Health Department stating that there are no issues with the septic system for the accessory dwelling.

Kalick **MOVED** and **SECONDED** by Sawyer to approve the Special Permit for **9 Bluff Road** per section 4120-4123 for construction of an attached Accessory Dwelling. It will be used exclusively by Ms. Ibbitson. **VOTE 5-0.**

O'Brien-**12 Robinson Road** Special Permit **2015-SP24**, requesting Special Permit per section 4120-4123 for conversion of an existing garage into an Accessory Dwelling.

Keenan-Abstain from **2015-SP24**.

O'Brien-we only have four members voting on 2015-SP24. With four members there needs to be a unanimous vote.

Sheila Micciche-I own 12 Robinson Road and bought it about three years ago. I am permitted for three bedrooms. I would like to renovate the existing detached garage in the back to an in-law for my parents who come and stay in the summer. The footprint of the garage will not change at all.

O'Brien-read a letter from the Health Department stated that 12 Robinson Road is permitted for a three bedroom septic system. Approval will contingent of the application being filed and approved to tie in the accessory dwelling to the septic system.

Board members questions were addressed and answered. No questions from the audience.

**Kalick MOVED and SECONDED** by Brennan to close the hearing. **VOTE 4-0.**

O'Brien **MOVED** and **SECONDED** by Sawyer to approve the Special Permit for **12 Robinson Road** per section 4120-4123 for conversion of an existing garage into an Accessory Dwelling. The occupants of the accessory dwelling will be Joe and Lorraine Brennan. **VOTE 4-0.**

O'Brien-**71 Wamsutta Avenue** Special Permit **2015-SP25**, requesting Special Permit per section 1331, 2320 and 2450 of the Bourne Zoning Bylaws and M.G.L., Ch. 40A, Sec. 9 to maintain nonconforming setbacks when razing and reconstructing the existing house in the same location while a second story and roofline would extend the nonconformity.

Engineer from Falmouth Engineering-the property owners the Lyons own a lot next door to the house lot, as well as the house across the street. The Lyons would like to use the same foot print to build a new house. We will be removing the concrete blocks to pour a new foundation. The second story floor area flares out for more square feet. The first floor would have a kitchen and bathroom and the second floor would have a bedroom, sitting area and bathroom. As for the septic system all we have to do is reconnect the piping. The septic is approved for a one bedroom. The Conservation Commission approved the project and has submitted an Order of Conditions.

LaPorte-what you are doing is going onto the next lot. Unless the owners are going to combine the two lots they own, then the Zoning Board of Appeals will not be able to approve it. If they want to combine the two lots or cut a piece off that would be no problem, but that is a separate lot that you are encroaching on.

Engineer-I do understand what you are saying. We wanted to get your feedback. When we calculate the square footage we have calculate the shadow on the ground from the second floor even though the structure doesn't touch the ground. We had a feeling this would happen. So we would like a continuance or maybe withdraw the application. We would like to go back to the Planning Board and alter the lot line to merge this little sliver of land.

O'Brien-we can continue it to a future meeting.

O'Brien **MOVED** and **SECONDED** by Kalick to continue **71 Wamsutta Avenue** Special Permit **2015-SP25**, to February 3, 2016 meeting. **VOTE 5-0.**

**Old Business**

None

**New Business**

**Board and Building Inspector discussed changing bylaws.**

**Public Comment**

None

**Kalick MOVED** to adjourn the meeting, **SECONDED** by Keene. **VOTE 5-0.**

**Submitted by**

**Pamela Auvil, Recording Secretary**

# **Town of Bourne Zoning Board of Appeals**

2016 JAN 7 AM 10 16

## **Meeting Minutes**

TOWN CLERK'S OFFICE Town Hall Lower Conference Room  
BOURNE, MASS

24 Perry Ave., Buzzards Bay, MA 02532

December 16, 2015

### **I. Call to order**

John O'Brien called to order the meeting of the Zoning Board of Appeals at 7:00 PM on December 16, 2015. Mr. O'Brien explained under M.G.L., Section 40A, all appeals must be filed within 20 days of the filing of the decision with the Town Clerk.

### **II. Members Present:** John O'Brien, Wade Keene, Timothy Sawyer, Amy Kullar and Kat Brennan

**Members Excused:** Lee Berger and Harold Kalick

**Also Present:** Roger Laporte, Carol Mitchell, Peter Meier (7:20), Anne Matthies, Maurice Campeau, Attorney William Smith, Michael Fraser, Architect Bill Lockwood, William Donkin, Gail Donkin, John Tassinari, Bruce Miller, John Fitch, Rick Joy and Tina Sutkus.

**Documents –** Agenda and packets pertaining to hearings for Variance # **2015-V26**, Special Permit # **2015-SP27** and Special Permit # **2015-SP20**.

### **III. Agenda Items**

#### **1. Approval of Minutes -**

Mr. O'Brien entertained a motion to approve the minutes of the December 2, 2015, meeting. **Mr. Sawyer moved to accept the minutes of the December 2, 2015, meeting. Mr. Wade seconded.** With no discussion, the minutes were approved 4-0-1 with Ms. Kullar abstaining.

Mr. O'Brien announced the first hearing.

#### **2. 1141 Shore Road Variance #2015-V26, Request for Variances from following sections of the Bourne Zoning Bylaw: Section 2500. Intensity of Use Schedule regarding the minimum requirements for Sideline Setback.**

Anne Matthies and Sun Room Designer, Maurice Campeau, were present to request a Variance to add a Sun Room on to the side of the house. They presented drawings to the committee and Mr. Campeau described the addition. Mr. O'Brien questioned the location of the proposed addition. Ms.

Matthies clarified that the Sun Room would be at the back of the house rather than the side as originally thought.

Mr. O'Brien then referred to a plot map and inquired as to where the sideline setback is located. Ms. Matthies explained that the property line abuts a lot of land owned by Arthur Forziati. She further explained it is an unbuildable lot because it is classified as wetlands.

Mr. Sawyer inquired as to whether Ms. Matthies received permission to build the addition from Conservation. Ms. Matthies stated she spoke with Brandon in Conservation on numerous occasions and has received permission. Mr. Campeau explained there's an existing shed that will be removed.

A brief discussion transpired concerning the location of the existing deck and the entrance to the property.

Mr. O'Brien asked Mr. Laporte what would be the distance of the setback. Mr. Laporte stated it would be 3'. The required setback is 12'. Ms. Kullar again questioned that Conservation consented. Ms. Matthies stated they had.

Mr. Sawyer asked how close to the property line is the the existing deck now. Mr. Campeau stated it's approximately 17'. Ms. Brennan inquired as to whether or not there would be a basement with this addition. Ms. Matthies and Mr. Campeau stated no, there would not be a basement.

Mr. O'Brien reiterated that the abutting property is unbuildable. Ms. Matthies explained that she offered to purchase a strip of the land from Mr. Forziati. He told her that wouldn't be necessary.

Mr. O'Brien asked if any committee members had further questions. None were posed.

Mr. O'Brien stated Ms. Matthies is requesting a Variance to allow an exception to the setback of the rear property line from its required 12' to 3'. He then asked for public comment.

Neighbors, William and Gail Donkin, addressed the committee stating they did not oppose the proposed addition.

Mr. O'Brien indicated he had difficulty finding the property. Mr. Keene suggested that Ms. Matthies place a marker at the entrance to the property which would assist fire or police in the event of an emergency. Ms. Matthies agreed.

Mr. O'Brien entertained a motion to close the hearing. **Ms. Kullar moved to close the hearing. Mr. Keene seconded.** The motion passed unanimously 5-0.

Mr. O'Brien entertained a motion on the request for a Variance under #2015-V26. **Ms. Kullar moved to grant the Variance under #2015-V26.** Mr. O'Brien specified the Variance would allow the adjustment of the required 12' setback to 3'. **Ms. Brennan seconded the motion.** With no discussion, the motion passed unanimously 5-0.

Ms. Matthies thanked the committee.

Mr. O'Brien announced the next hearing.

3. **91 Cranberry Hwy Special Permit # 2015-SP27, Requesting a Special Permit under section 2450 to allow an increase in Gross Floor Area (GFA) not to exceed an increase of greater than 10% of the allowable GFA for construction of a single dwelling home on a pre-existing non-conforming lot.**

Attorney William Smith, property owner, Michael Fraser, and Bill Lockwood of Lockwood Architects were present to request the Special Permit.

Attorney Smith gave a brief background on the project explaining that in February 2014, Mr. Fraser filed an application to build a single family home on the lot at 91 Cranberry Hwy. He retained Robert Guay of RPG Associates to act as the architectural engineer for the project.

Mr. Guay was a personal friend and close business associate of Mr. Fraser. Mr. Smith further explained that Mr. Guay prepared a set of plans that were filed with the town and all of the necessary sign offs were received by February 25, 2014. A foundation permit was issued on March 16, 2014, at some point before the winter of 2014/2015, a foundation to the main house was poured. Mr. Guay became seriously ill over this time

Mr. Guay and Mr. Fraser had made some design changes to the home, some preliminary drawings were prepared. Mr. Fraser was under the impression that Mr. Guay had filed those changes with the town as Mr. Guay had been handling all of the permitting with the town up to that point. It was discovered he had not. Unfortunately, Mr. Guay passed away in March 2015.

Construction resumed on the site in late spring / early summer, as Mr. Fraser believed that all permitting was in order. At this point, the main structure of the house and the garage had been largely framed; however, there is still some framing to be completed. Mr. Fraser hired Lockwood Architects in June

2015, to assist with any architectural issues. It was then discovered that there were issues pertaining to the specs of the site, and the GFA would require a Special Permit. Construction had been halted, leaving the home vulnerable to vandalism and theft. Additionally, it is not weather tight. A Special Permit is needed to allow construction to resume.

Mr. O'Brien stated he visited the property and asked why construction had stopped. Mr. Laporte stated he put a cease and desist order on construction. Mr. Smith stated a stop work order was issued in September. Since that time, Mr. Fraser has attempted to work with Mr. Laporte to resolve the issues.

Mr. O'Brien asked Mr. Laporte to explain how the cease and desist relates to the coverage of the lot. Mr. Laporte explained that the original permit issued was for a different house, on a different spot on the lot. The permit is issued in two parts; first, is for the foundation only, then, once an as-built is submitted, the second permit is issued. The as-built assures that the foundation has been poured in the correct spot. In this case, the foundation was poured; but, an as-built was never submitted. The framing work started, which was done at their own risk. The whole project hadn't been approved. The architect and Mr. Fraser discovered problems and asked Mr. Laporte to inspect the property. Mr. Laporte stated that if he went to inspect and what was built wasn't what was on the plans, a cease and desist order would be issued. When Mr. Laporte inspected the property, he discovered the septic permit had expired and the foundation wasn't poured where it should've been. Additionally, the GFA now exceeds the allowable area; a granite curb that was installed, was placed on state and town property and the house is now too close to the property line. Mr. Laporte stated that all of these problems would have to be rectified before the cease and desist order can be lifted.

A brief discussion transpired concerning how the property owner will rectify the problems. Mr. Smith stated the curbing will be moved back onto the homeowner's property. He stated that if need be, when construction is allowed to resume, the setback issue will be addressed by slightly reducing the size of the frame. He added that any other concerns that the ZBA has will gladly be addressed and rectified once they receive the Special Permit and are able to resume construction.

Mr. O'Brien inquired about the small white garage behind the house. He stated it appears to be too close to the property line. Mr. Smith stated the garage on the homeowner's property does meet the current setback



regulation; however, the neighbor's garage does not. The committee members referred to plot plans and briefly discussed the property line.

Mr. O'Brien then asked for clarification on the location of where the house was built vs. where it was permitted to be built. Mr. Lockwood stated he's never seen the original site plan so he can't clarify that. Mr. Fraser interjected, stating that Mr. Guay had four different engineering companies survey the property. Initially, he was going to put a commercial business on the land; but, the neighbors were against that; so, he decided to build a home there instead. Mr. Guay designed the architectural plans, the engineering and put the points in for the home's location. Then, Mr. Guay became ill. Mr. Fraser was under the impression that Mr. Guay had submitted the design changes to the town, but he hadn't. Mr. Fraser stated that had he known the points were placed too close to the property line, he would have made changes prior to the garage foundation being poured. Mr. Smith agreed that the foundation as-built does not match what was on the original plans; but, stated it is within zoning requirements with the exception of the slight setback issue which will be rectified once construction is allowed to resume.

Mr. Sawyer inquired as to what part of the original plan was deviated from. Mr. Fraser stated originally, there were four large gables, a wrap around porch and a three car garage. Mr. Laporte showed the committee the original plan and explained the differences. Ms. Kullar asked the remedy for not complying with the original plan. Mr. Laporte stated that if you're not in compliance with the permit, a cease and desist order is issued. The choices are; to make it comply with the permit, make it comply with zoning and then the permit, or if you can't make it comply, you can try and get relief.

Mr. Fraser stated all work stopped immediately. Mr. Smith acknowledged there was a miscommunication which can't be undone. All that can be done now is to correct the errors that were made. The as-built was filed as soon as that error was brought to their attention and a septic permit application has also been filed. Nothing more can be done until they receive the Special Permit.

Mr. Sawyer asked if the present house has to be altered in order to meet the GFA. Mr. Smith stated yes, and a new design as been submitted reflecting that. Mr. Lockwood stated that in order to stay beneath the 10% that the Special Permit allows, it will be necessary to remove the second floor from the garage area. That reduction in square footage will bring it down to 5,099 sq. ft. In terms, of getting the setback in compliance, the overhang on the garage will be cut back. A brief discussion ensued.

Mr. Laporte explained that the curbing Mr. Fraser installed encroaches both town and state property. Mr. Fraser stated he was under the impression, based on the surveying, that he placed the curbing on his property. He will remove the curbing.

Mr. O'Brien asked the committee members if they had any further questions. Ms. Brennan asked Mr. Laporte if this was acceptable. Mr. Laporte stated as long as the project meets the zoning by-law, it's acceptable.

Mr. O'Brien summarized what the property owner will need to do in order to be in compliance. He needs to; move the curbing back onto his property, modify the garage to comply with the setback regulation and submit a set of new plans depicting the exact design. A brief discussion transpired relating to the plans.

Mr. O'Brien asked for public comment. John Tassinari addressed the committee. His property is located directly behind the Fraser property. He stated Mr. Fraser originally told him he planned on building a small cape. It's actually three stories high, there are 15 windows facing his pool, it's so tall that his backyard is in shade half the day. He opposes Mr. Fraser being allowed to add anything more to the property.

Mr. O'Brien stated he won't be allowed to add anything more. Ms. Kullar questioned whether the house meets height restrictions. Mr. O'Brien stated it's within height requirements.

Mr. O'Brien asked for further public comment. Bruce Miller of Cape Realty addressed the committee. He stated he hopes the property owner is required to reduce the size of the home. He is unhappy that Mr. Fraser submitted one set of plans but built something other than what was submitted.

Mr. O'Brien stated they've clarified that the zoning officer needs a design plan that shows what the property owner will do to meet the by-laws. He added, when an individual requests a consideration of an exception to the by-laws, in this case a Variance, the by-law states, you can build on a certain size piece of property, in this case, 20% of the property. According to the by-law, the ZBA is allowed to increase that by 10%. Mr. Fraser is only requesting 1.4% above what the by-law states.

Ms. Brennan asked if the committee can take into consideration impact on the neighborhood when making its decision. Mr. O'Brien stated no, the committee is there to make a decision as to whether or not to allow the property owner to go over the coverage on the lot by 1.4%. Mr. Laporte will

determine if the construction meets all of the other requirements; i.e. height and other by-laws.

Mr. Smith stated they are committed to working with Mr. Laporte to be sure the completed project meets all requirements.

With no other discussion, Mr. O'Brien entertained a motion to close the hearing. **Ms. Kullar moved to close the hearing. Mr. Keene seconded.** With no discussion, the motion carried unanimously. 5-0.

Mr. O'Brien entertained a motion on Special Permit request # **2015-SP27**, requesting an increase in the GFA of the requirements of the by-laws by 1.4%. **Mr. Keene made a motion to grant the Special Permit # 2015-SP27, to allow an increase of 1.4% over the allowed GFA not to exceed 5,099 sq. ft., providing the curbing on Vermont Street and Cranberry Hwy. will be removed, new plans will be submitted reflecting the revision to the garage and the construction must be modified to meet the setback requirements on Vermont Street. Mr. Sawyer seconded.** With no further discussion, the motion passed. 4-1 with Ms. Brennan voting no.

Mr. Fraser and Mr. Smith thanked the committee.

Mr. O'Brien announced the next hearing.

4. **Con't hearing: 12 Cranberry Rd # 2015-SP20**, Requesting Special Permit per section 1331, 2320 and 2450 of the Bourne Zoning By-laws and M.G.L., Ch 40A, Sec 9 to find that proposed alterations to a pre-existing, non-conforming structure and use shall not be substantially more detrimental than the existing structure and use to the neighborhood.

Mr. O'Brien recused himself from voting adding because this case is a finding, three of the four votes must be in favor.

John Fitch, addressed the committee on behalf of the applicant, Rick Joy. He stated a new site plan was submitted to the board as a response to comments received from neighbors at the last hearing and a revisit to the site by their engineers. He reminded the committee this property was destroyed by fire. It is a pre-existing, valid, non-conforming use and structure on the property. The house was built in 1925, and has been a four unit dwelling since at least 1948 predating zoning regulations and most recently was turned into a condominium. Mr. Joy acquired the property in the summer of 2014 and in December of 2014 it was destroyed by fire. The town's by-law and state law support the idea that the property can be reconstructed exactly as it was

before and has to be done within two years; otherwise, it would lose its status. There is one year remaining and it can be rebuilt exactly as it was.

Mr. Fitch explained it was a large structure, sitting on a lot the size of three of the neighborhood lots and it predates most of the neighborhood. Most recently it's been a run-down slum, an eyesore of the neighborhood and a thorn in the neighbor's side. Mr. Joy purchased the property as an investment; and, was making an effort to evict tenants to remodel the property when the fire occurred.

Mr. Fitch stated they are allowed to rebuild what was there before; however, they don't wish to. Based on feedback received from neighbors at the previous hearing, Mr. Joy and his engineers revisited the property to see how to address concerns regarding the building's height and a blind curve in the road. Since the re-visit, a neighbor, Gregory French, who raised concerns at the last meeting, has sent an email stating it's the hill causing the blind corner and not any other obstacles. Mr. Joy's engineers concur.

Mr. Fitch stated the most recent revised plan shows a 4' reduction in elevation, which includes the location of the house. Mr. Laporte had a question pertaining to the plan and the low. He stated there is no elevation listed. Mr. Fitch explained the elevation of the low. Mr. Laporte asked if the cut was going to be at 32. Mr. Fitch stated it would be which will result in the building's new height to be 31' or slightly lower. The plans for the structure that have been submitted show a reduction in the footprint on the site, show a reduction in the square footage from 3467 to 2760, shows parking spaces have been increased from 7 to 9 and shows the bedrooms / units remain exactly the same. Mr. Fitch stated a landscape plan has also been submitted.

Another concern raised by neighbors was the rent amounts being charged for the units. The maximum was \$800.00 per month or less. The new proposed rent amounts will be \$1,100.00 and \$1,300.00. There will be a difference in the tenants who can afford these higher rents.

Mr. Fitch stated the structure will be new, will have a slightly less impact on the neighborhood, the quality of the people who live there will improve, the way the building will be maintained will be improved.. He added that rental housing is important to have available in a town. The new proposed units will be a higher quality than what was previously there. He's asking the committee to vote for a finding that the proposal is not substantially more detrimental to the neighborhood.

Ms. Brennan stated the neighborhood is a single family neighborhood; yet, this is an apartment building. She stated the 4 units were never legal; someone broke the original house into 4 units. Mr. Fitch stated it was done before zoning was in place which makes it legal; adding that the Town's own by-law indicates, that non-conforming uses can be extended or altered and maintained, unless it's been abandoned.

Ms. Kullar indicated her main concern is, if the committee votes against the finding, the exact same structure will be built to replace the destroyed one. A brief discussion transpired pertaining to the by-law and non-conforming uses.

Mr. Keene made an inquiry of where the rubbish will be stored. Mr. Fitch referred to the plan to explain the proposed location. A brief discussion ensued. Mr. Joy indicated he has hired a private contractor to remove the tenant's rubbish from the property.

Ms. Kullar asked for clarification on how the proposed parking solution will be better than what was previously in place. Mr. Fitch referred to the plan indicating that the new parking area has been reduced by four feet. Mr. Laporte stated the parking was never regulated; it was everywhere. Mr. Fitch stated there will be two parking spaces per unit. Ms. Kullar asked how the owner will manage non-compliant tenants. Mr. Fitch stated it will be handled as a lease violation, resulting in eviction. A brief discussion transpired pertaining to vehicles backing out into the blind corner. Mr. Fitch stated by lowering the elevation, visibility will be improved.

Mr. O'Brien asked for public comment.

Tina Sutkus, a neighbor, inquired as to whether or not the landlord will accept a tenant receiving state assistance. Mr. Sawyer stated a landlord can not discriminate against a potential tenant receiving assistance. Ms. Sutkus indicated that a lot of the former tenants were receiving state aid and the lower rents were attracting low income families. Mr. Laporte stated that is why Mr. Joy is increasing the rent, adding that the state has caps as to how much they'll subsidize for a rental unit.

Ms. Sutkus added that the neighborhood is mainly single family homes. She and other neighbors are unhappy with the fact that another apartment building is being built to replace the destroyed one. Ms. Kullar empathized; adding that the committee is trying to find an even balance.

Ms. Sutkus asked if the septic has passed as well as other permitting requirements. Mr. Laporte stated everything is pending based on the decision of the Appeals Board.

Another neighbor, Michael Buchannan, addressed the committee. He doesn't think that Mr. Joy would go through the process of rebuilding the structure, and put the effort into maintaining it, only to place a tenant in there who will ruin his efforts. He stated a simple phone call to report any trouble would solve that problem. He also feels that the new structure may increase property values in the neighborhood.

Mr. Meier inquired as to whether or not the Board of Health has had any issues. Mr. Laporte stated Mr. Joy's project has been changing; therefore, no department has signed off on it. A brief discussion transpired pertaining to the septic permit.

Ms. Kullar feels rebuilding the existing structure as it was would be a detriment to the neighborhood.

With no further discussion, Mr. O'Brien entertained a motion to close the hearing. **Ms. Kullar moved to close the hearing. Mr. Keene seconded.** The motion carried 5-0.

Mr. O'Brien entertained a motion on a request for a finding on **12 Cranberry Rd # 2015-SP20**, that the proposed alterations to a pre-existing, non-conforming structure and use shall not be substantially more detrimental than the existing structure and use to the neighborhood.

After a brief discussion, **Ms. Kullar motioned to grant Special Permit per section 1331, 2320 and 2450 of the Bourne Zoning By-laws to find that proposed alterations to a pre-existing, non-conforming structure and use shall not be substantially more detrimental than the existing structure and use to the neighborhood. Mr. Keene seconded.** The motion passed 3-1-1 with Ms. Brennan voting no and Mr. O'Brien abstaining.

5. **Old Business** – None
6. **New Business** – Mr. Meier thanked the committee members for their hard work over the last year. He wished everyone a safe and prosperous holiday.

#### **IV. Adjournment**

Mr. O'Brien entertained a motion to adjourn the meeting. Mr. Sawyer motioned to adjourn the meeting. Mr. Keene seconded. With no discussion, the motion carried unanimously 5-0. The meeting adjourned at 8:24 PM.

Minutes submitted by: Carol Mitchell

**DRAFT**

**Town of Bourne Zoning Board of Appeals  
Meeting Minutes**

2016 JAN 4 AM 9 21  
Town Hall Lower Conference Room  
TOWN CLERK'S OFFICE  
24 Perry Ave., Buzzards Bay, MA 02532 BOURNE, MASS

December 16, 2015

**I. Call to order**

John O'Brien called to order the meeting of the Zoning Board of Appeals at 7:00 PM on December 16, 2015. Mr. O'Brien explained under M.G.L., Section 40A, all appeals must be filed within 20 days of the filing of the decision with the Town Clerk.

**II. Members Present:** John O'Brien, Wade Keene, Timothy Sawyer, Amy Kullar and Kat Brennan

**Members Excused:** Lee Berger and Harold Kalick

**Also Present:** Roger Laporte, Carol Mitchell, Peter Meier (7:20), Anne Matthies, Maurice Campeau, Attorney William Smith, Michael Fraser, Architect Bill Lockwood, William Donkin, Gail Donkin, John Tassinari, Bruce Miller, John Fitch, Rick Joy and Tina Sutkus.

**Documents** – Agenda and packets pertaining to hearings for Variance # 2015-V26, Special Permit # 2015-SP27 and Special Permit # 2015-SP20.

**III. Agenda Items**

**1. Approval of Minutes -**

Mr. O'Brien entertained a motion to approve the minutes of the December 2, 2015, meeting. **Mr. Sawyer moved to accept the minutes of the December 2, 2015, meeting. Mr. Wade seconded.** With no discussion, the minutes were approved 4-0-1 with Ms. Kullar abstaining.

Mr. O'Brien announced the first hearing.

**2. 1141 Shore Road Variance #2015-V26, Request for Variances from following sections of the Bourne Zoning Bylaw: Section 2500. Intensity of Use Schedule regarding the minimum requirements for Sideline Setback.**

Anne Matthies and Sun Room Designer, Maurice Campeau, were present to request a Variance to add a Sun Room on to the side of the house. They presented drawings to the committee and Mr. Campeau described the addition. Mr. O'Brien questioned the location of the proposed addition. Ms.



Matthies clarified that the Sun Room would be at the back of the house rather than the side as originally thought.

Mr. O'Brien then referred to a plot map and inquired as to where the sideline setback is located. Ms. Matthies explained that the property line abuts a lot of land owned by Arthur Forziati. She further explained it is an unbuildable lot because it is classified as wetlands.

Mr. Sawyer inquired as to whether Ms. Matthies received permission to build the addition from Conservation. Ms. Matthies stated she spoke with Brandon in Conservation on numerous occasions and has received permission. Mr. Campeau explained there's an existing shed that will be removed.

A brief discussion transpired concerning the location of the existing deck and the entrance to the property.

Mr. O'Brien asked Mr. Laporte what would be the distance of the setback. Mr. Laporte stated it would be 3'. The required setback is 12'. Ms. Kullar again questioned that Conservation consented. Ms. Matthies stated they had.

Mr. Sawyer asked how close to the property line is the the existing deck now. Mr. Campeau stated it's approximately 17'. Ms. Brennan inquired as to whether or not there would be a basement with this addition. Ms. Matthies and Mr. Campeau stated no, there would not be a basement.

Mr. O'Brien reiterated that the abutting property is unbuildable. Ms. Matthies explained that she offered to purchase a strip of the land from Mr. Forziati. He told her that wouldn't be necessary.

Mr. O'Brien asked if any committee members had further questions. None were posed.

Mr. O'Brien stated Ms. Matthies is requesting a Variance to allow an exception to the setback of the rear property line from its required 12' to 3'. He then asked for public comment.

Neighbors, William and Gail Donkin, addressed the committee stating they did not oppose the proposed addition.

Mr. O'Brien indicated he had difficulty finding the property. Mr. Keene suggested that Ms. Matthies place a marker at the entrance to the property which would assist fire or police in the event of an emergency. Ms. Matthies agreed.

Mr. O'Brien entertained a motion to close the hearing. **Ms. Kullar moved to close the hearing. Mr. Keene seconded.** The motion passed unanimously 5-0.

Mr. O'Brien entertained a motion on the request for a Variance under #2015-V26. **Ms. Kullar moved to grant the Variance under #2015-V26.** Mr. O'Brien specified the Variance would allow the adjustment of the required 12' setback to 3'. **Ms. Brennan seconded the motion.** With no discussion, the motion passed unanimously 5-0.

Ms. Matthies thanked the committee.

Mr. O'Brien announced the next hearing.

3. **91 Cranberry Hwy Special Permit # 2015-SP27**, Requesting a Special Permit under section 2450 to allow an increase in Gross Floor Area (GFA) not to exceed an increase of greater than 10% of the allowable GFA for construction of a single dwelling home on a pre-existing non-conforming lot.

Attorney William Smith, property owner, Michael Fraser, and Bill Lockwood of Lockwood Architects were present to request the Special Permit.

Attorney Smith gave a brief background on the project explaining that in February 2014, Mr. Fraser filed an application to build a single family home on the lot at 91 Cranberry Hwy. He retained Robert Guay of RPG Associates to act as the architectural engineer for the project.

Mr. Guay was a personal friend and close business associate of Mr. Fraser. Mr. Smith further explained that Mr. Guay prepared a set of plans that were filed with the town and all of the necessary sign offs were received by February 25, 2014. A foundation permit was issued on March 16, 2014, at some point before the winter of 2014/2015, a foundation to the main house was poured. Mr. Guay became seriously ill over this time

Mr. Guay and Mr. Fraser had made some design changes to the home, some preliminary drawings were prepared. Mr. Fraser was under the impression that Mr. Guay had filed those changes with the town as Mr. Guay had been handling all of the permitting with the town up to that point. It was discovered he had not. Unfortunately, Mr. Guay passed away in March 2015.

Construction resumed on the site in late spring / early summer, as Mr. Fraser believed that all permitting was in order. At this point, the main structure of the house and the garage had been largely framed; however, there is still some framing to be completed. Mr. Fraser hired Lockwood Architects in June

2015, to assist with any architectural issues. It was then discovered that there were issues pertaining to the specs of the site, and the GFA would require a Special Permit. Construction had been halted, leaving the home vulnerable to vandalism and theft. Additionally, it is not weather tight. A Special Permit is needed to allow construction to resume.

Mr. O'Brien stated he visited the property and asked why construction had stopped. Mr. Laporte stated he put a cease and desist order on construction. Mr. Smith stated a stop work order was issued in September. Since that time, Mr. Fraser has attempted to work with Mr. Laporte to resolve the issues.

Mr. O'Brien asked Mr. Laporte to explain how the cease and desist relates to the coverage of the lot. Mr. Laporte explained that the original permit issued was for a different house, on a different spot on the lot. The permit is issued in two parts; first, is for the foundation only, then, once an as-built is submitted, the second permit is issued. The as-built assures that the foundation has been poured in the correct spot. In this case, the foundation was poured; but, an as-built was never submitted. The framing work started, which was done at their own risk. The whole project hadn't been approved. The architect and Mr. Fraser discovered problems and asked Mr. Laporte to inspect the property. Mr. Laporte stated that if he went to inspect and what was built wasn't what was on the plans, a cease and desist order would be issued. When Mr. Laporte inspected the property, he discovered the septic permit had expired and the foundation wasn't poured where it should've been. Additionally, the GFA now exceeds the allowable area; a granite curb that was installed, was placed on state and town property and the house is now too close to the property line. Mr. Laporte stated that all of these problems would have to be rectified before the cease and desist order can be lifted.

A brief discussion transpired concerning how the property owner will rectify the problems. Mr. Smith stated the curbing will be moved back onto the homeowner's property. He stated that if need be, when construction is allowed to resume, the setback issue will be addressed by slightly reducing the size of the frame. He added that any other concerns that the ZBA has will gladly be addressed and rectified once they receive the Special Permit and are able to resume construction.

Mr. O'Brien inquired about the small white garage behind the house. He stated it appears to be too close to the property line. Mr. Smith stated the garage on the homeowner's property does meet the current setback

regulation; however, the neighbor's garage does not. The committee members referred to plot plans and briefly discussed the property line.

Mr. O'Brien then asked for clarification on the location of where the house was built vs. where it was permitted to be built. Mr. Lockwood stated he's never seen the original site plan so he can't clarify that. Mr. Fraser interjected, stating that Mr. Guay had four different engineering companies survey the property. Initially, he was going to put a commercial business on the land; but, the neighbors were against that; so, he decided to build a home there instead. Mr. Guay designed the architectural plans, the engineering and put the points in for the home's location. Then, Mr. Guay became ill. Mr. Fraser was under the impression that Mr. Guay had submitted the design changes to the town, but he hadn't. Mr. Fraser stated that had he known the points were placed too close to the property line, he would have made changes prior to the garage foundation being poured. Mr. Smith agreed that the foundation as-built does not match what was on the original plans; but, stated it is within zoning requirements with the exception of the slight setback issue which will be rectified once construction is allowed to resume.

Mr. Sawyer inquired as to what part of the original plan was deviated from. Mr. Fraser stated originally, there were four large gables, a wrap around porch and a three car garage. Mr. Laporte showed the committee the original plan and explained the differences. Ms. Kullar asked the remedy for not complying with the original plan. Mr. Laporte stated that if you're not in compliance with the permit, a cease and desist order is issued. The choices are; to make it comply with the permit, make it comply with zoning and then the permit, or if you can't make it comply, you can try and get relief.

Mr. Fraser stated all work stopped immediately. Mr. Smith acknowledged there was a miscommunication which can't be undone. All that can be done now is to correct the errors that were made. The as-built was filed as soon as that error was brought to their attention and a septic permit application has also been filed. Nothing more can be done until they receive the Special Permit.

Mr. Sawyer asked if the present house has to be altered in order to meet the GFA. Mr. Smith stated yes, and a new design as been submitted reflecting that. Mr. Lockwood stated that in order to stay beneath the 10% that the Special Permit allows, it will be necessary to remove the second floor from the garage area. That reduction in square footage will bring it down to 5,099 sq. ft. In terms, of getting the setback in compliance, the overhang on the garage will be cut back. A brief discussion ensued.

Mr. Laporte explained that the curbing Mr. Fraser installed encroaches both town and state property. Mr. Fraser stated he was under the impression, based on the surveying, that he placed the curbing on his property. He will remove the curbing.

Mr. O'Brien asked the committee members if they had any further questions. Ms. Brennan asked Mr. Laporte if this was acceptable. Mr. Laporte stated as long as the project meets the zoning by-law, it's acceptable.

Mr. O'Brien summarized what the property owner will need to do in order to be in compliance. He needs to; move the curbing back onto his property, modify the garage to comply with the setback regulation and submit a set of new plans depicting the exact design. A brief discussion transpired relating to the plans.

Mr. O'Brien asked for public comment. John Tassinari addressed the committee. His property is located directly behind the Fraser property. He stated Mr. Fraser originally told him he planned on building a small cape. It's actually three stories high, there are 15 windows facing his pool, it's so tall that his backyard is in shade half the day. He opposes Mr. Fraser being allowed to add anything more to the property.

Mr. O'Brien stated he won't be allowed to add anything more. Ms. Kullar questioned whether the house meets height restrictions. Mr. O'Brien stated it's within height requirements.

Mr. O'Brien asked for further public comment. Bruce Miller of Cape Realty addressed the committee. He stated he hopes the property owner is required to reduce the size of the home. He is unhappy that Mr. Fraser submitted one set of plans but built something other than what was submitted.

Mr. O'Brien stated they've clarified that the zoning officer needs a design plan that shows what the property owner will do to meet the by-laws. He added, when an individual requests a consideration of an exception to the by-laws, in this case a Variance, the by-law states, you can build on a certain size piece of property, in this case, 20% of the property. According to the by-law, the ZBA is allowed to increase that by 10%. Mr. Fraser is only requesting 1.4% above what the by-law states.

Ms. Brennan asked if the committee can take into consideration impact on the neighborhood when making its decision. Mr. O'Brien stated no, the committee is there to make a decision as to whether or not to allow the property owner to go over the coverage on the lot by 1.4%. Mr. Laporte will

determine if the construction meets all of the other requirements; i.e. height and other by-laws.

Mr. Smith stated they are committed to working with Mr. Laporte to be sure the completed project meets all requirements.

With no other discussion, Mr. O'Brien entertained a motion to close the hearing. **Ms. Kullar moved to close the hearing. Mr. Keene seconded.** With no discussion, the motion carried unanimously. 5-0.

Mr. O'Brien entertained a motion on Special Permit request # **2015-SP27**, requesting an increase in the GFA of the requirements of the by-laws by 1.4%. **Mr. Keene made a motion to grant the Special Permit # 2015-SP27, to allow an increase of 1.4% over the allowed GFA not to exceed 5,099 sq. ft., providing the curbing on Vermont Street and Cranberry Hwy. will be removed, new plans will be submitted reflecting the revision to the garage and the construction must be modified to meet the setback requirements on Vermont Street. Mr. Sawyer seconded.** With no further discussion, the motion passed. 4-1 with Ms. Brennan voting no.

Mr. Fraser and Mr. Smith thanked the committee.

Mr. O'Brien announced the next hearing.

4. **Con't hearing: 12 Cranberry Rd # 2015-SP20**, Requesting Special Permit per section 1331, 2320 and 2450 of the Bourne Zoning By-laws and M.G.L., Ch 40A, Sec 9 to find that proposed alterations to a pre-existing, non-conforming structure and use shall not be substantially more detrimental than the existing structure and use to the neighborhood.

Mr. O'Brien recused himself from voting adding because this case is a finding, three of the four votes must be in favor.

John Fitch, addressed the committee on behalf of the applicant, Rick Joy. He stated a new site plan was submitted to the board as a response to comments received from neighbors at the last hearing and a revisit to the site by their engineers. He reminded the committee this property was destroyed by fire. It is a pre-existing, valid, non-conforming use and structure on the property. The house was built in 1925, and has been a four unit dwelling since at least 1948 predating zoning regulations and most recently was turned into a condominium. Mr. Joy acquired the property in the summer of 2014 and in December of 2014 it was destroyed by fire. The town's by-law and state law support the idea that the property can be reconstructed exactly as it was

before and has to be done within two years; otherwise, it would lose its status. There is one year remaining and it can be rebuilt exactly as it was.

Mr. Fitch explained it was a large structure, sitting on a lot the size of three of the neighborhood lots and it predates most of the neighborhood. Most recently it's been a run-down slum, an eyesore of the neighborhood and a thorn in the neighbor's side. Mr. Joy purchased the property as an investment; and, was making an effort to evict tenants to remodel the property when the fire occurred.

Mr. Fitch stated they are allowed to rebuild what was there before; however, they don't wish to. Based on feedback received from neighbors at the previous hearing, Mr. Joy and his engineers revisited the property to see how to address concerns regarding the building's height and a blind curve in the road. Since the re-visit, a neighbor, Gregory French, who raised concerns at the last meeting, has sent an email stating it's the hill causing the blind corner and not any other obstacles. Mr. Joy's engineers concur.

Mr. Fitch stated the most recent revised plan shows a 4' reduction in elevation, which includes the location of the house. Mr. Laporte had a question pertaining to the plan and the low. He stated there is no elevation listed. Mr. Fitch explained the elevation of the low. Mr. Laporte asked if the cut was going to be at 32. Mr. Fitch stated it would be which will result in the building's new height to be 31' or slightly lower. The plans for the structure that have been submitted show a reduction in the footprint on the site, show a reduction in the square footage from 3467 to 2760, shows parking spaces have been increased from 7 to 9 and shows the bedrooms / units remain exactly the same. Mr. Fitch stated a landscape plan has also been submitted.

Another concern raised by neighbors was the rent amounts being charged for the units. The maximum was \$800.00 per month or less. The new proposed rent amounts will be \$1,100.00 and \$1,300.00. There will be a difference in the tenants who can afford these higher rents.

Mr. Fitch stated the structure will be new, will have a slightly less impact on the neighborhood, the quality of the people who live there will improve, the way the building will be maintained will be improved.. He added that rental housing is important to have available in a town. The new proposed units will be a higher quality than what was previously there. He's asking the committee to vote for a finding that the proposal is not substantially more detrimental to the neighborhood.

Ms. Brennan stated the neighborhood is a single family neighborhood; yet, this is an apartment building. She stated the 4 units were never legal; someone broke the original house into 4 units. Mr. Fitch stated it was done before zoning was in place which makes it legal; adding that the Town's own by-law indicates, that non-conforming uses can be extended or altered and maintained, unless it's been abandoned.

Ms. Kullar indicated her main concern is, if the committee votes against the finding, the exact same structure will be built to replace the destroyed one. A brief discussion transpired pertaining to the by-law and non-conforming uses.

Mr. Keene made an inquiry of where the rubbish will be stored. Mr. Fitch referred to the plan to explain the proposed location. A brief discussion ensued. Mr. Joy indicated he has hired a private contractor to remove the tenant's rubbish from the property.

Ms. Kullar asked for clarification on how the proposed parking solution will be better than what was previously in place. Mr. Fitch referred to the plan indicating that the new parking area has been reduced by four feet. Mr. Laporte stated the parking was never regulated; it was everywhere. Mr. Fitch stated there will be two parking spaces per unit. Ms. Kullar asked how the owner will manage non-compliant tenants. Mr. Fitch stated it will be handled as a lease violation, resulting in eviction. A brief discussion transpired pertaining to vehicles backing out into the blind corner. Mr. Fitch stated by lowering the elevation, visibility will be improved.

Mr. O'Brien asked for public comment.

Tina Sutkus, a neighbor, inquired as to whether or not the landlord will accept a tenant receiving state assistance. Mr. Sawyer stated a landlord can not discriminate against a potential tenant receiving assistance. Ms. Sutkus indicated that a lot of the former tenants were receiving state aid and the lower rents were attracting low income families. Mr. Laporte stated that is why Mr. Joy is increasing the rent, adding that the state has caps as to how much they'll subsidize for a rental unit.

Ms. Sutkus added that the neighborhood is mainly single family homes. She and other neighbors are unhappy with the fact that another apartment building is being built to replace the destroyed one. Ms. Kullar empathized; adding that the committee is trying to find an even balance.



Ms. Sutkus asked if the septic has passed as well as other permitting requirements. Mr. Laporte stated everything is pending based on the decision of the Appeals Board.

Another neighbor, Michael Buchanan, addressed the committee. He doesn't think that Mr. Joy would go through the process of rebuilding the structure, and put the effort into maintaining it, only to place a tenant in there who will ruin his efforts. He stated a simple phone call to report any trouble would solve that problem. He also feels that the new structure may increase property values in the neighborhood.

Mr. Meier inquired as to whether or not the Board of Health has had any issues. Mr. Laporte stated Mr. Joy's project has been changing; therefore, no department has signed off on it. A brief discussion transpired pertaining to the septic permit.

Ms. Kullar feels rebuilding the existing structure as it was would be a detriment to the neighborhood.

With no further discussion, Mr. O'Brien entertained a motion to close the hearing. **Ms. Kullar moved to close the hearing. Mr. Keene seconded.** The motion carried 5-0.

Mr. O'Brien entertained a motion on a request for a finding on **12 Cranberry Rd # 2015-SP20**, that the proposed alterations to a pre-existing, non-conforming structure and use shall not be substantially more detrimental than the existing structure and use to the neighborhood.

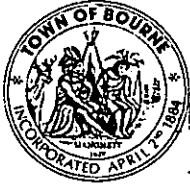
After a brief discussion, **Ms. Kullar motioned to grant Special Permit per section 1331, 2320 and 2450 of the Bourne Zoning By-laws to find that proposed alterations to a pre-existing, non-conforming structure and use shall not be substantially more detrimental than the existing structure and use to the neighborhood. Mr. Keene seconded.** The motion passed 3-1-1 with Ms. Brennan voting no and Mr. O'Brien abstaining.

5. **Old Business** – None
6. **New Business** – Mr. Meier thanked the committee members for their hard work over the last year. He wished everyone a safe and prosperous holiday.

#### **IV. Adjournment**

Mr. O'Brien entertained a motion to adjourn the meeting. Mr. Sawyer motioned to adjourn the meeting. Mr. Keene seconded. With no discussion, the motion carried unanimously 5-0. The meeting adjourned at 8:24 PM.

Minutes submitted by: Carol Mitchell



## TOWN OF BOURNE

### *Board of Appeals*

2015 DEC 11 PM 1 21

Bourne Town Hall

24 Perry Avenue

Buzzards Bay, MA 02532

TOWN CLERK'S OFFICE

BOURNE, MASS

Phone: (508) 759-0615 ex. 3 Fax: (508) 759-0611



#### MEETING NOTICE OF ZONING BOARD OF APPEALS

December 16, 2015

7:00 PM

Bourne Town Hall, Lower Conference Room, 24 Perry Ave, Buzzards Bay

#### AGENDA ITEMS

**7:00 p.m. Approval of meeting minutes**

**7:05 p.m. 1141 Shore Road Variance #2015-V26**, Request for Variances from following sections of the Bourne Zoning Bylaw: *Section 2500. Intensity of Use Schedule regarding the minimum requirements for Sideline Setback.*

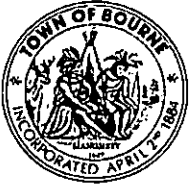
**7:10 p.m. 91 Cranberry Hwy Special Permit #2015-SP27**, Requesting a Special Permit under section 2450 to allow an increase in Gross Floor Area (GFA) not to exceed an increase of greater than 10% of the allowable GFA for construction of a single dwelling home on a pre-existing nonconforming lot.

**7:15 p.m. Cont'd hearing: 12 Cranberry Road #2015-SP20** - Requesting Special Permit per section 1331, 2320 and 2450 of the Bourne Zoning Bylaws and M.G.L., Ch 40A, Sec 9 to find that proposed alterations to a pre-existing non-conforming structure and use shall not be substantially more detrimental than the existing structure and use to the neighborhood.

**Old Business**

**New Business**

**Public Comment**



2015 DEC 1 PM 3:16 TOWN OF BOURNE

TOWN CLERK'S OFFICE  
BOURNE, MASS

**Board of Appeals**  
24 Perry Avenue  
Buzzards Bay, MA 02532  
Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611



### *Public Hearing Notice*

- APPEAL:** Variance 2015-V26
- APPLICANT:** Anne C. Matthies
- LOCATION:** 1141 Shore Rd, Cataumet, MA  
MAP: 47.4 PARCEL: 9.7
- PROPOSAL:** Request for Variances from following sections of the Bourne Zoning Bylaw:  
*Section 2500. Intensity of Use Schedule regarding the minimum requirements for Sideline Setback.*
- DATE & TIME:** Wednesday, December 16, 2015 at 7:00 p.m.
- PLACE:** Bourne Town Hall, Lower Conference Room  
24 Perry Ave, Buzzards Bay, MA 02532

Bourne Courier publishing dates:  
December 2, 2015  
December 9, 2015

2015 DEC 1 PM 3 05



TOWN CLERK'S OFFICE  
BOURNE, MASS

## TOWN OF BOURNE

### *Board of Appeals*

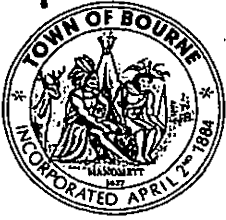
24 Perry Avenue  
Buzzards Bay, MA 02532  
Phone: (508) 759-0615 ext. 3  
Fax: (508) 759-0611



### *Public Hearing Notice*

- APPEAL:** Special Permit #2015-SP27
- APPLICANT:** Lockwood Architects
- LOCATION:** 91 Cranberry Hwy, Sagamore, MA  
MAP: 11.4 PARCEL: 111
- PROPOSAL:** Requesting a Special Permit under section 2450 to allow an increase in Gross Floor Area (GFA) not to exceed an increase of greater than 10% of the allowable GFA for construction of a single dwelling home on a pre-existing nonconforming lot.
- DATE & TIME:** Wednesday, December 16, 2015 at 7:00 p.m.
- PLACE:** Bourne Town Hall, Lower Conference Room  
24 Perry Ave, Buzzards Bay, MA 02532

Bourne Courier publishing dates:  
December 2, 2015  
December 9, 2015



## 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,  
Director of Assessing

Anne Ekstrom, MAA, Chairman  
Priscilla A. Koleshis, Member

The Board of Assessors held their regularly scheduled meeting on January 14, 2015 at the Town Hall. Present were Chairman Anne Ekstrom, Clerk Priscilla Koleshis and Director of Assessing, Donna Barakauskas.

The Board reviewed the minutes of the November 25, 2014 meeting. Upon motion, individually, by Ms. Koleshis and seconded by Ms. Ekstrom, the vote being unanimous to accept the minutes of the November 25, 2014 meeting.

The Board reviewed, voted and signed eleven (11) abatement applications and one (1) exemption. Attached is the record of the abatements and the action taken by the Assessors.

Respectfully submitted,

*Donna L. Barakauskas*

Donna L. Barakauskas  
Principal Assessor

2015 MAR 19 PM 2 52  
TOWN CLERK'S OFFICE  
BOURNE, MASS

Extract: abatement date  
 Database: LIVE  
 Filter: AbatementsExist EXISTS  
 VoteDate = 01/14/2015

Report #25: Abatements General Report  
 Fiscal Year 2015

Bourne, MA

Sort:

File # Key Parcel ID	Owner / Co-Owner	Location	Received Date	Certif. No / By File No.	BOA Action Date	Vote Date	Result/ Comment	Committed Value	Adjusted Value	Change
F2015-0001 1306 7.0-117-0	GILPIN WILLIAM J & PAULA K GILPIN	30 DEACONS LN	01/09/2015	DB R2015-0001	04/09/2015	01/14/2015	Granted	369,900.00	347,100.00	22,800.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0002 6056 28.4-97-0	THE MASHNEE ASSOCIATION INC	0 PORT RD	12/08/2014	DB R2015-0002	03/08/2015	01/14/2015	Granted	386,600.00	14,500.00	372,100.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0003 6163 30.2-33-0	BAILEY-GATES CHARLES ETUX SALLY E BAILEY-GATES	8 EVERGREEN HILL RD	01/06/2015	DB R2015-0003	04/06/2015	01/14/2015	Granted	690,200.00	491,600.00	198,600.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0007 7282 34.2-65-0	ROTHWELL ROBERT J JR & C/O TOWN OF BOURNE	12 THOM AVE	01/02/2015	DB R2015-0007	04/02/2015	01/14/2015	Granted	116,500.00	0.00	116,500.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0004 9562 43.4-18-0	GEORGE SHARON A	38 WAMSUTTA AVE	01/01/2015	DB R2015-0004	04/01/2015	01/14/2015	Granted	486,500.00	421,600.00	64,900.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0005 10092 48.0-7-0	CHASE ANDREW C & THOMAS S CHASE	0 BASSETTS ISLAND	01/13/2015	DB R2015-0005	04/13/2015	01/14/2015	Granted	517,540.00	435,380.00	82,160.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0009 14088 47.2-5-0	MENINNO MICHAEL J & JANICE A TRS THOMPSON MANOR RLTY TR II	35 SPRUCE DR	01/12/2015	DB S2015-0002	04/12/2015	01/14/2015	Granted	1,940.00	0.00	1,940.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0008 14093 47.2-12-0	MENINNO MICHAEL J ETUX JANICE A MENINNO	30 CEDAR POINT DR	01/12/2015	DB S2015-0001	04/12/2015	01/14/2015	Granted	1,610.00	0.00	1,610.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0006 10566 50.0-25-0	CURTIS MARGARET E JR ETAL SCRAGGY NECK REAL ESTATE TR	509 SCRAGGY NECK RD	01/13/2015	DB R2015-0006	04/13/2015	01/14/2015	Granted	780,500.00	446,000.00	334,500.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0010 12496 PP26.2-123-0	CARDOZA LANDSCAPE & PAVING MANUEL J CARDOZA JR	48 BACK RIVER RD	01/02/2015	DB P2015-0001	04/02/2015	01/14/2015	Granted	63,510.00	0.00	63,510.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			

Extract: abatement date  
 Database: LIVE  
 Filter: AbatementsExist EXISTS  
 VoteDate = 01/14/2015

Report #25: Abatements General Report  
 Fiscal Year 2015

Bourne, MA

Sort:

File # Key Parcel ID	Owner / Co-Owner	Location	Received Date	Certif. No / By File No.	BOA Action Date	Vote Date	Result/ Comment	Committed Value	Adjusted Value	Change
F2015-0001 1306 7.0-117-0	GILPIN WILLIAM J & PAULA K GILPIN	30 DEACONS LN	01/09/2015	DB R2015-0001	04/09/2015	01/14/2015	Granted	389,900.00	347,100.00	22,800.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0002 6056 29.4-97-0	THE MASHNEE ASSOCIATION INC	0 PORT RD	12/08/2014	DB R2015-0002	03/08/2015	01/14/2015	Granted	388,800.00	14,500.00	372,100.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0003 6163 30.2-33-0	BAILEY-GATES CHARLES ETUX SALLY E BAILEY-GATES	8 EVERGREEN HILL RD	01/08/2015	DB R2015-0003	04/06/2015	01/14/2015	Granted	690,200.00	491,600.00	198,600.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0007 7282 34.2-65-0	ROTHWELL ROBERT J JR & C/O TOWN OF BOURNE	12 THOM AVE	01/02/2015	DB R2015-0007	04/02/2015	01/14/2015	Granted	116,500.00	0.00	116,500.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0004 9562 43.4-18-0	GEORGE SHARON A	38 WAMSUTTA AVE	01/01/2015	DB R2015-0004	04/01/2015	01/14/2015	Granted	488,500.00	421,600.00	64,900.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0005 10092 48.0-7-0	CHASE ANDREW C & THOMAS S CHASE	0 BASSETTS ISLAND	01/13/2015	DB R2015-0005	04/13/2015	01/14/2015	Granted	517,540.00	435,380.00	82,160.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0009 14088 47.2-5-0	MENINNO MICHAEL J & JANICE A TRS THOMPSON MANOR RLTY TR II	35 SPRUCE DR	01/12/2015	DB S2015-0002	04/12/2015	01/14/2015	Granted	1,940.00	0.00	1,940.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0008 14093 47.2-12-0	MENINNO MICHAEL J ETUX JANICE A MENINNO	30 CEDAR POINT DR	01/12/2015	DB S2015-0001	04/12/2015	01/14/2015	Granted	1,810.00	0.00	1,610.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0006 10566 50.0-25-0	CURTIS MARGARET E JR ETAL SCRAGGY NECK REAL ESTATE TR	509 SCRAGGY NECK RD	01/13/2015	DB R2015-0006	04/13/2015	01/14/2015	Granted	780,500.00	446,000.00	334,500.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0010 12496 PP26.2-123-0	CARDOZA LANDSCAPE & PAVING MANUEL J CARDOZA JR	48 BACK RIVER RD	01/02/2015	DB P2015-0001	04/02/2015	01/14/2015	Granted	63,510.00	0.00	63,510.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			



Extract: abatement date  
 Database: LIVE  
 Filter: AbatementsExist EXISTS  
 VoteDate = 01/14/2015

Report #25: Abatements General Report  
 Fiscal Year 2015

Bourne, MA

Sort:

File # Key Parcel ID	Owner / Co-Owner	Location	Received Date	Certif. No / By File No.	BOA Action Date	Vote Date	Result/ Comment	Committed Value	Adjusted Value	Change
F2015-0011 17877 PP47.2-23-3	DAVE'S REPAIR SERVICE INC DAVE CORRIVEAU	103 BARLOWS LANDING RD	01/08/2015	DB P2015-0002	04/08/2015	01/14/2015	Granted	15,710.00	0.00	15,710.00
-----										
	<u>Review History</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			

Grant Totals

	# of Abatements	Value Adjusted
Totals for Granted:	11	1,274,330.00

Total Number: 11

TOWN OF BOURNE MEETING NOTICE

BOARD: BOARD OF ASSESSORS

DATE AND TIME: Wednesday, January 14, 2015 at 8:30 A.M.

PLACE: Town Hall

AGENDA: Abatements  
Exemptions

Dennis Fowler	2 Mainstay Lane
Charles Baily Gates	8 Evergreen Hill
Sharon George	38 Wamsutta Ave
John & Kristen Berestcky	7 CuttersSound Dr
Dave's Repair Service	103 Barlows Landing Road
The Mashnee Association	0 Port Road
Follett Higher Education	101 Academy Drive
Town of Bourne	12 Thom Avenue
Cardoza Landscaping	48 Back River Rd
Richard & Marilyn Walsh	7 Pequot Avenue
Michael & Janice Meninno	38 Spruce & 30 Cedar Point Rd
William Gilpin	30 Deacons Lane
Susan Maloney	24 Ridgehill Lane
Thomas Chase	0 Bassetts Island
Margaret Curtis	509 Scraggy Neck Road

2015 JAN 13 PM 4 00  
TOWN CLERK'S OFFICE  
BOURNE, MASS

TOWN OF BOURNE MEETING NOTICE

2015 JAN 8 AM 11 36

BOARD: BOARD OF ASSESSORS

TOWN CLERK'S OFFICE  
BOURNE, MASS

DATE AND TIME: Wednesday, January 14, 2015 at 8:30 A.M.

PLACE: Town Hall

AGENDA: Abatements  
Exemptions

Dennis Fowler	2 Mainstay Lane
Charles Baily Gates	8 Evergreen Hill
Sharon George	38 Wamsutta Ave
John & Kristen Berestcky	7 CuttersSound Dr
Dave's Repair Service	103 Barlows Landing Road
The Mashnee Association	0 Port Road
Follett Higher Education	101 Academy Drive
Town of Bourne	12 Thom Avenue
Cardoza Landscaping	48 Back River Rd
Susan Maloney	24 Ridgehill Lane

## TOWN OF BOURNE MEETING NOTICE

BOARD: BOARD OF ASSESSORS

DATE AND TIME: March 13, 2015 at 8:30 a.m.

PLACE: Town Hall

AGENDA: Abatements

2015 MAR 5 PM 2 46  
TOWN CLERK'S OFFICE  
BOURNE, MASS

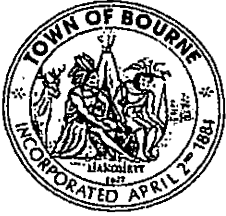
## TOWN OF BOURNE MEETING NOTICE

BOARD: BOARD OF ASSESSORS  
DATE AND TIME: March 13, 2015 at 8:30 a.m.  
PLACE: Town Hall  
AGENDA: Abatements

Harold McKay	40 old Monument Neck Road
CC Ventures	31 Jonathan Bourne Drive
	32 Jonathan Bourne Drive
Colechester Developers	1340 County Road
Kevin Robin	48 Monument Neck Road
Arthur Howe	262 Circuit Avenue
George Sprague, Jr.	790 MacArthur Blvd
Jane Whiterell	60 Rope Walk
Stephen Wallace	166 Leeward Road
James Byrne	177 Clipper Road
Gunlog Millet	25 Pasture Road
Thomas Chisholm	124 Megansett Road
Ralph Darling	2 Tern Way
Animal Rescue League	55 Megansett Road
	0 Lawrence Island
	96 Megansett Road
Kathleen Lamb	28 Hunters Ridge Road
Michael Flynn	26 Indian Trail
Bournehurst Properties	320 Main Street
Red Brook Harbor HO	0 Nairn Road
Lou Martini	15 Harlow Road
Barbara Princiotta	54 Arlington Drive
Eaglewing Meadows	15 Meeting House Road
Steven Solari	134 Mashnee Road
Virginia Briggs	226 Cranberry Highway
Demoulas Supermarkets	1 Factory Outlet Road

2015 MAR 11 AM 11 09  
TOWN CLERK'S OFFICE  
BOURNE, MASS

Deborah Eustis	11 Seal Lane
Diane Beatty	1 & 3 Sand Dollar Lane
David Eldredge	6 Kerna Drive
	6 Arlington Drive
Lynne Smith	270 Scraggy Neck Road
Toshinobu Mikagawa	4 Sherry Lane
Amos Financial LLC	6 pcls 0 Wildwood Lane
Bruce White	41D Maynard Lane
Timothy Horan	453 Wings Neck Road
Ernest Gagnon	48 Ships Way
InMed	2 Technology Park Drive
Brian Robin	9 Gilder Road
Dennis Fowler	2 Mainstay Lane
John Berestecky	7 Cutters Sound Drive
Joseph Palumbo	61 Harbor Drive
Philip Asack	140 Main Street
Anne Camille Maher	594 Circuit Avenue



# 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,  
Director of Assessing

Anne Ekstrom, MAA, Chairman  
Priscilla A. Koleshis, Member

The Board of Assessors held their regularly scheduled meeting on March 13, 2015 at the Town Hall. Present were Chairman Anne Ekstrom, Clerk Priscilla Koleshis and Director of Assessing, Donna Barakauskas.

The Board reviewed the minutes of the January 14, 2015 meeting. Upon motion, individually, by Ms. Koleshis and seconded by Ms. Ekstrom, the vote being unanimous to accept the minutes of the January 14, 2015 meeting.

The Board reviewed, voted and signed forty-nine (49) abatement applications. Attached is the record of the abatements and the action taken by the Assessors.

Respectfully submitted,

Donna L. Barakauskas  
Principal Assessor

2015 APR 29 AM 9 27  
TOWN CLERK'S OFFICE  
BOURNE, MASS

Extract: abatement date  
 Database: LIVE  
 Filter: AbatementsExist EXISTS  
 VoteDate = 03/13/2015

Report #25: Abatements General Report  
 Fiscal Year 2015

Bourne, MA

Sort:

File # Key Parcel ID	Owner / Co-Owner	Location	Received Date	Certif. No / By File No.	BOA Action Date	Vote Date	Result/ Comment	Committed Value	Adjusted Value	Change
F2015-0027 14809 3.0-228-0	MARTINI LOUIS A & DEBORAH B MARTINI	15 HARLOW FARM RD	01/22/2015	DB R2015-0016	04/22/2015	03/13/2015	Granted	468,100.00	447,300.00	20,800.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0055 1001 6.0-53-0	EAGLEWING MEADOWS LLC	15 MEETINGHOUSE LN	01/30/2015	DB	04/30/2015	03/13/2015	Denied	1,589,200.00	1,589,200.00	
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0048 1045 6.0-125-0	AMOS FINANCIAL LLC	0 WILDWOOD LN	01/16/2015	DB	04/16/2015	03/13/2015	Denied	157,600.00	157,600.00	
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0051 1046 6.0-126-0	AMOS FINANCIAL LLC	0 WILDWOOD LN	01/16/2015	DB	04/16/2015	03/13/2015	Denied	140,400.00	140,400.00	
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0046 1047 6.0-127-0	AMOS FINANCIAL LLC	0 WILDWOOD LN	01/16/2015	DB	04/16/2015	03/13/2015	Denied	86,200.00	86,200.00	
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0047 .1048 6.0-128-0	AMOS FINANCIAL LLC	0 WILDWOOD LN	01/16/2015	DB	04/16/2015	03/13/2015	Denied	85,900.00	85,900.00	
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0049 1288 7.0-99-0	AMOS FINANCIAL LLC	0 WILDWOOD LN	01/16/2015	DB	04/16/2015	03/13/2015	Denied	84,900.00	84,900.00	
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0050 1289 7.0-100-0	AMOS FINANCIAL LLC	0 WILDWOOD LN	01/16/2015	DB	04/16/2015	03/13/2015	Denied	90,300.00	90,300.00	
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0025 1397 7.2-39-0	LAMB KATHLEEN A	28 HUNTERS RIDGE RD	02/02/2015	DB R2015-0015	05/02/2015	03/13/2015	Granted	429,100.00	401,300.00	27,800.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0054 2005 11.4-52-0	DEMOULAS SUPER MARKETS, INC.	1 FACTORY OUTLET RD	01/29/2015	DB	04/29/2015	03/13/2015	Denied	23,863,300.00	23,863,300.00	
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			



Extract: abatement date  
 Database: LIVE  
 Filter: AbatementsExist EXISTS  
 VoteDate = 03/13/2015

Report #25: Abatements General Report  
 Fiscal Year 2015

Bourne, MA

Sort:

File # Key Parcel ID	Owner / Co-Owner	Location	Received Date	Certif. No / By File No.	BOA Action Date	Vote Date	Result/ Comment	Committed Value	Adjusted Value	Change
F2015-0036 11858 14.0-50-39	WHITE BRUCE & SYLVIA WHITE	41-D MAYNARD LN	01/21/2015	DB S2015-0005	04/21/2015	03/13/2015	Granted	2,070.00	0.00	2,070.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0041 2980 15.0-190-0	BERESTECKY JOHN R & KRISTEN M BERESTECKY	7 CUTTERS SOUND DR	01/06/2015	DB R2015-0025	04/06/2015	03/13/2015	Granted	315,000.00	296,600.00	18,400.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0032 3435 19.2-125-0	KEEPING KIDS IN THEIR HOME FOUNDATION CORP TR ABUNDANT	6 KERNA DR	01/26/2015	DB R2015-0020	04/26/2015	03/13/2015	Granted	1,745,300.00	1,235,000.00	510,300.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0028 3439 19.2-130-0	PRINCIOTTA BARBARA J	54 ARLINGTON DR	01/30/2015	DB R2015-0017	04/30/2015	03/13/2015	Granted	1,018,600.00	724,300.00	294,300.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0034 3448 19.2-141-0	KEEPING KIDS IN THEIR HOMES FNDTN CORP TR ABUND LIFE TRUST	6 ARLINGTON DR	01/26/2015	DB R2015-0021	04/26/2015	03/13/2015	Granted	452,700.00	423,100.00	29,600.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0052 3508 19.3-72-0	BEATTY DIANE M	1 SAND DOLLAR LN	01/23/2015	DB	04/23/2015	03/13/2015	Denied	397,600.00	397,600.00	
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0053 18556 19.3-194-0	BEATTY DIANE M	3 SAND DOLLAR LN	01/23/2015	DB	04/23/2015	03/13/2015	Denied	972,400.00	972,400.00	
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0057 4204 20.3-130-0	BOURNEHURST PROPERTIES LLC C/O MASSACHUSETTS MARITIME	320 MAIN ST	01/30/2015	DB	04/30/2015	03/13/2015	Denied	1,622,500.00	1,622,500.00	
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0040 4360 21.0-49-0	FOWLER DENNIS M & SARAH J FOWLER	2 MAINSTAY LN	01/08/2015	DB R2015-0024	04/08/2015	03/13/2015	Granted	697,400.00	592,400.00	105,000.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0043 4671 23.2-145-0	ASACK PHILIP P TR OF ZACK REALTY TRUST	140 MAIN ST	01/14/2015	DB R2015-0027	04/14/2015	03/13/2015	Granted	403,200.00	366,900.00	36,300.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			

Extract: abatement date  
 Database: LIVE  
 Filter: AbatementsExist EXISTS  
 VoteDate = 03/13/2015

Report #25: Abatements General Report  
 Fiscal Year 2015

Bourne, MA

Sort:

File # Key Parcel ID	Owner / Co-Owner	Location	Received Date	Certif. No / By File No.	BOA Action Date	Vote Date	Result/ Comment	Committed Value	Adjusted Value	Change
F2015-0038 18911 24.3-7-48	GAGNON ERNEST J & ELLEN A GAGNON	48 SHIPS WAY	01/20/2015	DB S2015-0006	04/20/2015	03/13/2015	Granted	1,900.00	0.00	1,900.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0017 5207 26.0-2-1	ROBIN C KEVIN ETUX JANE M	48 MONUMENT NECK RD	01/30/2015	DB R2015-0010	04/30/2015	03/13/2015	Granted	599,100.00	502,200.00	96,900.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0045 5371 26.1-154-0	FLORIO ROBERT E & JAMES D TRS C/O MURKLAND BRIAN W ETUX	9 GILDER RD	01/13/2015	DB	04/13/2015	03/13/2015	Denied	464,700.00	464,700.00	
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0029 6029 29.4-84-0	SOLARI STEVEN & AUDREY L SOLARI	134 MASHNEE RD	01/30/2015	DB R2015-0018	04/30/2015	03/13/2015	Granted	626,600.00	624,800.00	1,800.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0021 6043 29.4-78-0	WALLACE STEPHEN J	166 LEEWARD RD	02/02/2015	DB R2015-0013	05/02/2015	03/13/2015	Granted	397,200.00	347,400.00	49,800.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0022 6049 29.4-84-0	BYRNE MARY C/O BYRNE JAMES M	177 CLIPPER RD	01/22/2015	DB R2015-0014	04/22/2015	03/13/2015	Granted	417,900.00	368,000.00	49,900.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0020 6090 29.4-135-0	WHITERELL JANINE	60 ROPE WALK	01/30/2015	DB R2015-0012	04/30/2015	03/13/2015	Granted	414,000.00	364,100.00	49,900.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0035 7269 34.2-55-11	MIKAGAWA TOSHINOBU	4 SHERRY LN	01/22/2015	DB R2015-0022	04/22/2015	03/13/2015	Granted	274,200.00	205,400.00	68,800.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0015 7371 35.0-90-0	C C VENTURES INC	32 JONATHAN BOURNE DR	02/02/2015	DB R2015-0009	05/02/2015	03/13/2015	Granted	2,400,100.00	2,200,100.00	200,000.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0014 7372 35.0-93-0	C C VENTURES INC	31 JONATHAN BOURNE DR	02/02/2015	DB R2015-0008	05/02/2015	03/13/2015	Granted	2,220,500.00	2,100,000.00	120,500.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			

Extract: abatement date  
 Database: LIVE  
 Filter: AbatementsExist EXISTS  
 VoteDate = 03/13/2015

Report #25: Abatements General Report  
 Fiscal Year 2015

Bourne, MA

Sort:

File # Key Parcel ID	Owner / Co-Owner	Location	Received Date	Certif. No / By File No.	BOA Action Date	Vote Date	Result/ Comment	Committed Value	Adjusted Value	Change
F2015-0037 8748 41.0-12-1	HORAN TIMOTHY W A	453 WINGS NECK RD	01/20/2015	DB R2015-0023	04/20/2015	03/13/2015	Granted	2,522,200.00	2,397,400.00	124,800.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0042 8869 42.2-11-0	PALUMBO JOSEPH H JR ETUX PAMELA A PALUMBO	61 HARBOR DR	01/12/2015	DB R2015-0026	04/12/2015	03/13/2015	Granted	2,891,500.00	2,073,600.00	817,900.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0018 9399 43.3-109-0	HOWE ARTHUR F & PAULA L HOWE	262 CIRCUIT AVE	01/30/2015	DB R2015-0011	04/30/2015	03/13/2015	Granted	739,700.00	599,900.00	139,800.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0044 9532 43.3-282-0	MAHER ANNE CAMILLE	594 CIRCUIT AVE	01/15/2015	DB	04/15/2015	03/13/2015	Denied	587,800.00	587,800.00	
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0056 10319 47.2-49-0	RED BROOK HARBOR HOME OWNERS ASSOC INC	0 NAIRN RD	02/02/2015	DB	05/02/2015	03/13/2015	Denied	274,000.00	274,000.00	
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0061 18660 49.0-22-0	DARLING RALPH J ETUX MARY MARGARET DARLING	2 TERN WAY	01/30/2015	DB	04/30/2015	03/13/2015	Denied	1,827,500.00	1,827,500.00	
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0023 10613 50.0-70-0	MILLET GUNLOG J TR GUNLOG J MILLET REV TRUST AGRE	25 PASTURE RD	02/02/2015	DB	05/02/2015	03/13/2015	Denied	1,786,500.00	1,786,500.00	
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0031 10644 50.0-101-0	EUSTIS DEBORAH J	11 SEAL LN	01/22/2015	DB R2015-0019	04/22/2015	03/13/2015	Granted	1,037,900.00	829,700.00	208,200.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0033 14225 50.0-162-0	SMITH LYNNE C	270 SCRAGGY NECK RD	01/26/2015	DB S2015-0004	04/26/2015	03/13/2015	Granted	1,590.00	0.00	1,590.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0058 10731 51.0-17-0	ANIMAL RESCUE LEAGUE OF BOSTOI	55 MEGANSETT RD	01/30/2015	DB	04/30/2015	03/13/2015	Denied	2,003,000.00	2,003,000.00	
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			

Extract: abatement date  
 Database: LIVE  
 Filter: AbatementsExist EXISTS  
 VoteDate = 03/13/2015

Report #25: Abatements General Report  
 Fiscal Year 2015

Bourne, MA

Sort:

File # Key Parcel ID	Owner / Co-Owner	Location	Received Date	Certif. No / By File No.	BOA Action Date	Vote Date	Result/ Comment	Committed Value	Adjusted Value	Change
F2015-0024 11207 54.0-13-0	CHISHOLM ELOISE M & THOMAS A CHISHOLM TRS CHISHOLM R T	124 MEGANSETT RD	02/02/2015	DB	05/02/2015	03/13/2015	Denied	1,372,000.00	1,372,000.00	
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0060 11209 54.0-15-0	ANIMAL RESCUE LEAGUE OF BOSTOI	96 MEGANSETT RD	01/30/2015	DB	04/30/2015	03/13/2015	Denied	1,707,200.00	1,707,200.00	
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0059 11254 54.0-65-1	ANIMAL RESCUE LEAGUE OF BOSTOI	0 LAWRENCE ISLAND	01/30/2015	DB	04/30/2015	03/13/2015	Denied	553,100.00	553,100.00	
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0026 14696 PP2.3-4-0	FLYNN MICHAEL L TR MICHAEL L FLYNN REVOC TR	26 INDIAN TRAIL	01/30/2015	DB S2015-0003	04/30/2015	03/13/2015	Granted	3,290.00	0.00	3,290.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0030 11924 PP18.1-28-0	GINNYS VIRGINIA T BRIGGS	226 CRANBERRY HWY	02/02/2015	DB P2015-0007	05/02/2015	03/13/2015	Granted	8,980.00	0.00	8,980.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0013 12299 PP23.4-22-41	MCKAY HAROLD	40 OLD MONUMENT NECK RD	02/02/2015	DB P2015-0004	05/02/2015	03/13/2015	Granted	1,460.00	0.00	1,460.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0039 17517 PP27.0-186-1	INMED(BOURNE) DIAGNOSTIC SERV OF MASSACHUSETTS LLC	2 TECHNOLOGY PARK DR	01/05/2015	DB P2015-0008	04/05/2015	03/13/2015	Granted	1,756,360.00	1,085,840.00	670,520.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0019 13983 PP44.2-133-0	PICTURE LAKE MOTEL GEORGE L SPRAGUE JR	790 MACARTHUR BLVD	01/30/2015	DB P2015-0006	04/30/2015	03/13/2015	Granted	12,560.00	0.00	12,560.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			
F2015-0016 18258 PP54.0-53-2B	COLECHESTER DEVELOPERS INC	1340 COUNTY RD	02/02/2015	DB P2015-0005	05/02/2015	03/13/2015	Granted	67,630.00	3,450.00	64,180.00
	<u>Review History:</u>	<u>By</u>	<u>Recommendation</u>	<u>Date</u>	<u>Due</u>	<u>Rcv'd</u>	<u>Comment</u>			

Grant Totals

# of Abatements      Value Adjusted

Extract: abatement date  
Database: LIVE  
Filter: AbatementsExist EXISTS  
VoteDate = 03/13/2015

Report #25: Abatements General Report  
Fiscal Year 2015

Bourne, MA

Sort:

File #	Owner / Co-Owner	Location	Received Date	Certif. No / By	File No.	BOA Action Date	Vote Date	Result/ Comment	Committed Value	Adjusted Value	Change
Key Parcel ID											
Totals for Granted:	29				3,737,350.00						
Totals for Denied:	20										
Total Number:	49										

## TOWN OF BOURNE MEETING NOTICE

BOARD: BOARD OF ASSESSORS  
DATE AND TIME: April 29, 2015 at 8:30 a.m.  
PLACE: Town Hall  
AGENDA: Abatements  
Exemption

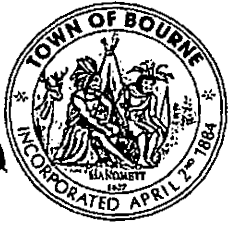
2015 APR 23 AM 10 19  
TOWN CLERK'S OFFICE  
BOURNE, MASS

## TOWN OF BOURNE MEETING NOTICE

BOARD: BOARD OF ASSESSORS  
DATE AND TIME: April 29, 2015 at 8:30 a.m.  
PLACE: Town Hall  
AGENDA: Abatements  
Exemption

2015 APR 27 PM 12 02  
TOWN CLERK'S OFFICE  
BOURNE, MASS

Joanna Heron-Forget	4 Manomet Road
Wayport LLC	
T-Mobile NE	
Bell Atlantic Mobile of MA	
John MacNeil	440 Barlows Landing Road
William Duane	51 Gilder Road
Elinor McDonough	380 Wings Neck Road
Kevin O'Neil	14 Briarwood Lane
Thomas Goux	61 Beach Street
Canalside Apts. LLC	0 Church Lane
Sharon Brown	6 Eastings
David Bond	40 Portside Drive
Richard Walsh	7 Pequot Avenue
Charles Austin	541 County Road
Marc McKay	22 Sycamore Avenue
Mary Byrne	177 Clipper Road
M. Forbes Singer	133 South Road



# TOWN OF BOURNE

Board of Assessors

24 Perry Avenue

Buzzards Bay, MA 02532

(508) 759-0600 Ext. 1328 Fax (508) 759-8026



Donna L. Barakauskas, MAA,  
Director of Assessing

Anne Ekstrom, MAA, Chairman  
Priscilla A. Koleshis, Member

The Board of Assessors held their regularly scheduled meeting on April 29, 2015 at the Town Hall. Present were Chairman Anne Ekstrom, Clerk Priscilla Koleshis and Director of Assessing, Donna Barakauskas.

The Board reviewed the minutes of the April 29, 2015 meeting. Upon motion, individually, by Ms. Koleshis and seconded by Ms. Ekstrom, the vote being unanimous to accept the minutes of the April 29th meeting.

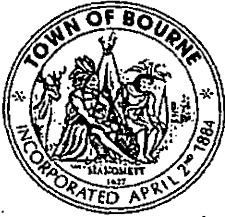
The Board reviewed, voted and signed Sixteen (16) abatement applications and one (1). Attached is the record of the abatements and the action taken by the Assessors.

Respectfully submitted,

Donna L. Barakauskas  
Principal Assessor

2015 OCT 19 AM 11 46  
TOWN CLERK'S OFFICE  
BOURNE, MASS





## TOWN OF BOURNE

Board of Assessors

24 Perry Avenue

Buzzards Bay, MA 02532

(508) 759-0600 Ext. 1328 Fax (508) 759-8026



Donna L. Barakauskas, MAA,  
Director of Assessing

Anne Ekstrom,  
Priscilla A. Koleshis  
Michael Leitzel

The Board of Assessors held their regularly scheduled meeting on October 19, 2015 at the Town Hall. Present were Clerk Priscilla Koleshis, member Anne Ekstrom and Principal Assessor, Donna Barakauskas.

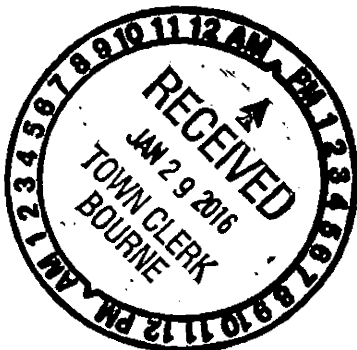
The Board reviewed the minutes of the April 29, 2015 meeting. Upon motion, individually, by Ms. Koleshis and seconded by Ms. Ekstrom, the vote being unanimous to accept the minutes of the April 29, 2015 meeting.

The Board voted to retain one tax rate for all classes of property to be presented to the Board of Selectmen on November 10, 2015.

Respectfully submitted,

*Donna L. Barakauskas*

Donna L. Barakauskas  
Director of Assessing



2015 OCT 15 AM 9 44

TOWN CLERK'S OFFICE  
BOURNE, MASS

TOWN OF BOURNE MEETING NOTICE

BOARD:

BOARD OF ASSESSORS

DATE AND TIME:

Monday, October 19, 2015 at 9:00 A.M.

PLACE:

Town Hall

AGENDA:

Vote on overlay surplus for Bourne Water District  
Classification

To Clerk's office 1/14/15 1 pm



508 457-5306 www.bfdc.org  
P. O. Box 289, Buzzards Bay, MA 02532-0289

JAN 14 PM 1 00  
CLERK'S OFFICE  
BOURNE, MASS

**Minutes of the meeting of the Board of Directors  
January 14, 2015 DRAFT - DRAFT - DRAFT  
Bourne Community Center**

Attending: Rick Carlson, Elizabeth Dean, Robert Dutch, Mike Giancola, Holy Knight, William Locke, Marie Oliva, Dave Peterson, Lou Wilson, Kathy Zagzebski. Sallie Riggs, Executive Director.

In the absence of the President, Treasurer Liz Dean opened the meeting at 7:48 am.

She asked for the Nominating Committee report from Rick Carlson. Rick put into nomination the names of officers, each for one-year terms:

- President: Dan Doucette
- Vice President: Bob Dutch
- Treasurer: Liz Dean
- At-large member of Executive Committee: Joe Longo

It was MOVED, SECONDED and VOTED unanimously to elect the officers as presented.

Liz turned the meeting over to Bob Dutch - Vice President.

Minutes: Bob asked for any additions or changes to the Minutes of the meeting of November 12, 2014. There being none, it was MOVED, SECONDED and VOTED positively with two abstentions to accept the Minutes as circulated.

Treasurer's Report: Treasurer Liz Dean reported that, as of December 31, 2014, the organization had cash in three accounts: \$1,051.02 in the checking account, \$1,540.06 in the money market account, and \$1,003.52 in the escrow account. She also noted that \$1,750.77 of those funds are restricted and \$1,843.83 are unrestricted. She indicated that some of the unrestricted funds need to be reassigned. Sallie reminded Directors that, when the budget was voted, there were deficits in the BDC line and in the Operations line. At the time there was agreement to review the budget for possible amendment following fund-raising through the sponsored links on the BFDC new website. She recommended that about \$750 be assigned as revenue for those two lines. It was then MOVED, SECONDED and VOTED unanimously to amend the FY15 budget as proposed.

There being no additional discuss, it was then MOVED, SECONDED and VOTED unanimously to accept the report as presented.

Letters of support: Bob then asked Sallie to give the background on the proposed letters of support. She explained that the Main Street Steering Committee, upon the request of the Selectmen, has been preparing recommendations for restoring and upgrading the Buzzards Bay Park. As the first step in funding the upgrade, the MSSC is submitting an application to the Community Preservation Committee for CPA funds for recreation. At the same time, and not in conflict, the Chamber is requesting CPA funds for historic, i.e. upgrading the Chamber visitor center and incorporating items with the character of its building in the early 1900s.

After a brief discussion, it was MOVED, SECONDED and VOTED to approve the letters of support as proposed. Marie abstained on the vote on the letter to support the Chamber's application.

Executive Director's report:

*Transportation Advisory Committee* Sallie began by noting the public forum on the Canal Area Transportation Study at MMA on Thursday, January 15 beginning at 7 pm. She also noted that an article on the warrant for the Town's Special Town Meeting on January 26 will ask TM voters to vote to put the question of joining the MBTA on the next Town ballot. She emphasized that the issue is not whether or not the Town wants commuter rail – the issue is whether or not residents want a chance to vote on the subject in May. The Town's Transportation Advisory Committee (TAC) has been invited to appear before the Board of Selectmen on January 20 to help clarify the confusion over the vote.

She went on to report that the TAC is beginning to get answers to the many questions potential voters are expressing. The Committee is getting technical assistance from the Cape Cod Commission and a report is expected in the next few weeks. So far the TAC has learned that the assessment is likely to be in the range of \$80,000 once credit is given for the Town's assessment for the CCRTA. Ideas for parking are being kicked around and reports from various other towns show positive economic impacts for both the town and its residents. In the discussion that followed various Directors emphasized how important it is to clarify the vote for residents.

*Wastewater Advisory Committee* Sallie continued by noting that another item on the Special Town Meeting warrant will be authorization to extend funding for the wastewater project coordinator. She reported that the hydrogeologic study has been completed and the Selectmen have forwarded it, with the Board's endorsement, to the state. A positive review will certify the Queen Sewell site for subsurface disposal of treated wastewater.

She also noted that new information has emerged that means more options are opening and that the project coordinator needs to explore those options before the Committee can make any recommendations to the Board of Sewer Commissioners. The original \$145,000 voted in November 2012 has been used up. The request is for \$3000, or an average of \$500 a month for 6 months at which point the Committee and the Board of Sewer Commissioners should have enough information to put together a budget for next steps.

President's Updates: Bob noted Dan's absence, thus no report.

Reports/Updates from Directors: Holly reported that the sale of the Tamarack property to MMA is complete. The Academy expects to begin renovation July 1. It will become an operations facility.

Public Comment: There was none.

Adjourn: The meeting was adjourned at 8:40 am.

Respectfully submitted,



Sallie K. Riggs  
Executive Director

---



To Clerk's office 1/7 1:35 pm
-------------------------------

508 457-5305 [www.bfdonline.org](http://www.bfdonline.org)  
 P.O. Box 289, Buzzards Bay, MA 02532-0289

**Proposed Agenda - Meeting of Board of Directors**

Date: January 14, 2015  
 Time: 7:45 am  
 Location: Bourne Community Center

**NOTE: Any item specifically listed on this agenda may be subject to a vote.**

Call to order President D. Doucette

Report from the Nominating Committee Rick Carlson  
*Nominations and VOTE on officers*

Review and VOTE on Minutes from the November 12, 2014 meeting

Treasurer's Report Treasurer E. Dean  
*Review report and VOTE on acceptance*  
*Review bills due for authorization and VOTE on acceptance*

Proposed letters of endorsement - VOTES requested  
*For Main Street Steering Committee - In support of application to CPC for recreation funds for upgrading Buzzards Bay Park*  
*For Cape Cod Canal Region Chamber of Commerce - in support of application to CPC for historic funds for upgrading Buzzards Bay Park*

Executive Director's updates S. Riggs  
*Transportation Advisory Committee*  
*Wastewater Advisory Committee*  
*Main Street developments*  
*Bourne Development Campus*

President's updates D. Doucette

Reports/Updates from Directors (for information only, no deliberation)

Topics for Future Discussion (for information only, no deliberation)

Public Comment - non-agenda items (for information only, no deliberation)

Executive Session - if needed

Adjourn

2015 JAN 7 PM 2 48  
 TOWN CLERK'S OFFICE  
 BOURNE, MASS

  
 Sallie K. Riggs  
 Executive Director



To Clerk's office 3/18 8:20 am

508 457-5305 [www.bfdconline.org](http://www.bfdconline.org)  
 P.O. Box 289, Buzzards Bay, MA 02532-0289

**Proposed Agenda - Meeting of Board of Directors**

Date: March 18, 2015  
 Time: 7:45 am  
 Location: Bourne Community Center

2015 MAR 5 AM 8 10  
 TOWN CLERK'S OFFICE  
 BOURNE, MASS

**NOTE: Any item specifically listed on this agenda may be subject to a vote.**

Call to order President D. Doucette  
 Review and VOTE on Minutes from the January 14, 2015 meeting

Treasurer's Report Treasurer E. Dean  
*Review report and VOTE on acceptance*  
*Review bills due for authorization and VOTE on acceptance*

Executive Director's updates S. Riggs  
*Transportation Advisory Committee*  
*Wastewater Advisory Committee*  
*Main Street Steering Committee - park planning*  
*Main Street developments*  
*Bourne Development Campus*

President's updates D. Doucette  
 Reports/Updates from Directors (for information only, no deliberation)

Topics for Future Discussion (for information only, no deliberation)

Public Comment - non-agenda items (for information only, no deliberation)

Executive Session - if needed

Adjourn

  
 Sallie K. Riggs  
 Executive Director

To Clerk's office 3/18/15 3 pm



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

**Minutes of the meeting of the Board of Directors  
March 18, 2015 DRAFT - DRAFT - DRAFT  
Bourne Community Center**

2015 MAR 18 PM 3 03  
TOWN CLERK(S) OFFICE  
BOURNE, MASS

Attending: Rick Carlson, Daniel Doucette, Robert Dutch, Holly Knight, Lou Wilson, Kathy Zagzebski. Sallie Riggs, Executive Director. Michael Rausch, Bourne Enterprise

President Dan Doucette opened the meeting at 7:49 am.

Minutes: Dan asked for any additions or changes to the Minutes of the meeting of January 14, 2015. There being none, it was MOVED, SECONDED and VOTED unanimously to accept the Minutes as circulated.

Treasurer's Report: In the absence of Treasurer Liz Dean, Sallie reported that, as of February 28, 2015, the organization had cash in three accounts: \$1,282.52 in the checking account, \$1,540.32 in the money market account, and \$1,003.95 in the escrow account. She also noted that \$3,325.76 of those funds are restricted and \$501.03 are unrestricted. It was MOVED, SECONDED and VOTED unanimously to accept the report as presented.

Executive Director's report:

Transportation Advisory Committee Sallie began by noting that the Committee will meet on Thursday of this week. With the passage of the Town Meeting article to put a vote on the MBTA on the May 19 ballot, the committee will be discussing possible public informational meetings.

She reported that the Cape Cod Commission as staff to the Cape Cod Metropolitan Planning Organization is updating the Regional Transportation Plan. The process involves public meetings and an on line survey. She encouraged Directors to participate in this information gathering.

She also reported that the bids for re-paving Route 28 will be opened on June 23 and the work is expected to begin in the fall.

The Cape Cod Canal Transportation Study Working Group will meet on April 2 at 4 pm.

Wastewater Advisory Committee Sallie noted that a report with recommendations for expanding wastewater capacity for Bourne's Downtown will be presented to the Board of Sewer Commissioners at its next meeting - either March 24 or 31. The recommendation is for a two-phase plan: installing a package treatment plant to treat 100,000 gpd in the near-term and developing a regional partnership using ocean outfall for the longer term.

Main Street Steering Committee This Committee has prepared a concept plan for upgrading and restoring the Buzzards Bay Park. The concept was endorsed by the Board of Selectmen at its meeting on February 24. An application has been made to the Community Preservation Committee for \$350,000 for the first phase. Both the Recreation Committee and the CPC met during the week of March 9 - Kathy Zagzebski presented for the Committee. The Rec Committee voted to endorse the project. If the CPC also supports the application, it will be an article on the May 4 Town Meeting warrant. There will be a public hearing on March 30 at 7 pm.

Main Street Developments The Keystone project is still working out a plan to meet the affordable housing requirements.

President's Updates: Dan reported that Noreen Michenzie has submitted her resignation from the Board. Nominating Committee Chair Rick Carlson will identify a candidate for election at the next meeting. Dan also reported that he will send a letter of appreciation to Michele Ford for her many years as Director.

Reports/Updates from Directors: Holly reported that the MA Maritime Academy is searching for a new President. The Search Committee anticipates having a new President at the time of Commencement.

Kathy reported that the NMLC will have its Annual Meeting at the NMLC on Wednesday, beginning at 5:30 pm

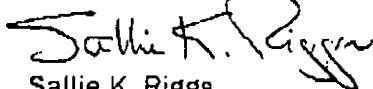
Bob Dutch noted that the Upper Cape Cod Regional Technical School is launching a new website this Friday.

Topics for future discussion Dan invited members to send agenda items to Sallie. And also suggested that the items usually on the agenda seem to be the appropriate ones.

Public Comment: There was none.

Adjourn: The meeting was adjourned at 8:18 am.

Respectfully submitted,



Sallie K. Riggs  
Executive Director





To Clerk's office 5/5. 3:50 pm

508 457-5305 [www.bfdconline.org](http://www.bfdconline.org)  
P.O. Box 289, Buzzards Bay, MA 02532-0289

**Proposed Agenda - Meeting of Board of Directors**

Date: May 13, 2015  
Time: 7:45 am  
Location: Bourne Community Center

**NOTE: Any Item specifically listed on this agenda may be subject to a vote.**

Call to order President D. Doucette

Election of Board member

Review and VOTE on Minutes from the March 18, 2015 meeting

Treasurer's Report Treasurer E. Dean  
*Review report and VOTE on acceptance*  
*Review bills due for authorization and VOTE on acceptance*

Executive Director's updates S. Riggs  
*Transportation Advisory Committee - May 19 Town election on commuter rail*  
*Wastewater Advisory Committee*  
*Main Street Steering Committee - park planning, Keystone lessons, other*  
*Main Street developments*  
*Bourne Development Campus*

President's updates D. Doucette

Reports/Updates from Directors (for information only, no deliberation)

Topics for Future Discussion (for information only, no deliberation)

Public Comment - non-agenda items (for information only, no deliberation)

Executive Session - if needed

Adjourn

2015 MAY 5 PM 3 49  
TOWN CLERK'S OFFICE  
BOURNE, MASS

  
Sallie K. Riggs  
Executive Director

To Clerk's office 5/28/15 9 am



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

MAY 28 AM 9 02  
DOWN CLERK'S OFFICE  
BOURNE, MASS

**Minutes of the meeting of the Board of Directors  
May 13, 2015 DRAFT - DRAFT - DRAFT  
Bourne Community Center**

Attending: Rick Carlson, Daniel Doucette, Michael Giancola, Holly Knight, William Locke, Joseph Longo, Marie Oliva, David Peterson, Lou Wilson, Kathy Zagzebski. Sallie Riggs, Executive Director. Director Candidate: Kelly Marcimo

President Dan Doucette opened the meeting at 7:48 am.

Nominating Committee: Rick Carlson nominated Kelly Marcimo, marketing director for Keystone, as a Board member to complete Noreen Michenzie's position. It was MOVED, SECONDED and VOTED unanimously to do so.

Sallie Riggs added that Liz Dean has recently lost her mother and has asked for a leave of absence from the Board. She also suggested that an Assistant Treasurer be appointed so that there would continue to be two people with check signing authority. Michael Giancola volunteered to serve in that role. There was immediate consensus that Liz be granted a leave to end at her desire and that Mike Giancola serve as Assistant Treasurer.

Minutes: Dan asked for any additions or changes to the Minutes of the meeting of March 18, 2015. There being none, it was MOVED, SECONDED and VOTED unanimously to accept the Minutes as circulated.

Treasurer's Report: In the absence of Treasurer Liz Dean, Sallie reported that, as of April 30, 2015, the organization had cash in three accounts: \$1,282.52 in the checking account, \$1,540.32 in the money market account, and \$1,004.57 in the escrow account. She also noted that \$3,326.07 of those funds are restricted and \$501.03 are unrestricted. She also reported that there are two bills for authorization to pay: the insurance on the BDC property and the hosting fee for the website. A question was raised about paying those bills with so little unrestricted funds. Sallie responded that these items had been budgeted into the restricted funds. It was MOVED, SECONDED and VOTED unanimously to authorize the payment of the bills. It was then MOVED, SECONDED and VOTED unanimously to accept the report as presented.

During the discussion there was consensus to spend some time strategizing direction and potential funding sources at the next Board meeting.

Executive Director's report:

Transportation Advisory Committee Sallie reminded Directors that on May 19 the Town election ballot contains a vote to join the MBTA. A "yes" vote has been encouraged by the Transportation Advisory Committee and recommended to the Board of Selectmen who accepted the recommendation and endorsed a "yes" vote.

Wastewater Advisory Committee Sallie noted that recommendations for expanding wastewater capacity for Bourne's Downtown were presented to the Board of Sewer

Commissioners on March 31. The recommendation is for a two-phase plan: installing a package treatment plant to treat 100,000 gpd in the near-term and developing a regional partnership using ocean outfall for the longer term. The recommendation was accepted by the Board and the Committee was asked to return in no more than 120 with more specific plans and a proposed direction for funding phase 1. The Committee also asked the Commissioners for their endorsement of a Town Meeting article for continuing funding for the Wastewater Planning Coordinator. The Commissioners voted endorsement. (Town Meeting voted the funds.)

Main Street Steering Committee The Committee's application to the Community Preservation Committee for \$350,000 in CPS funds for the first phase of upgrading and restoring the park was accepted and voted at Town Meeting.

The Committee began a discussion about "lessons learned from Keystone." This is the first project under the GIZ and some believe that the Town needs to alter some of its procedures to make the process more satisfactory for developers. In the course of the discussion that followed, Joe Longo noted that another developer is preparing to come before the Planning Board in the next few months.

President's Updates: Dan reminded Directors of the upcoming Town election and asked them to encourage their colleagues and friends to vote.

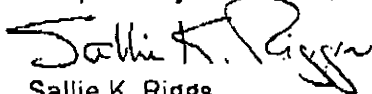
Reports/Updates from Directors: Marie reported that the Town Meeting also approved CPA funds for upgrading the historic train station which is the Chamber office.

Topics for future discussion Dan invited members to send agenda items to Sallie. And also suggested that the items usually on the agenda seem to be the appropriate ones.

Public Comment: There was none.

Adjourn: The meeting was adjourned at 8:35 am.

Respectfully submitted,



Sallie K. Riggs  
Executive Director



To Clerk's office 6/5 11:15 am
--------------------------------

508 457-5305 [www.bfdonline.org](http://www.bfdonline.org)  
 P.O. Box 289, Buzzards Bay, MA 02532-0289

2015 JUN 5 AM 11 14

**Proposed Agenda - Meeting of Board of Directors**

TOWN CLERK'S OFFICE  
 BOURNE, MASS

Date: June 10, 2015  
 Time: 7:45 am  
 Location: Bourne Community Center

**NOTE: Any item specifically listed on this agenda may be subject to a vote.**

Call to order President D. Doucette

Review and VOTE on Minutes from the May 13, 2015 meeting

Treasurer's Report Asst. Treasurer M. Giancola  
*Review report and VOTE on acceptance*  
*Review bills due for authorization and VOTE on acceptance*  
*Discussion of potential revenue programs*

Executive Director's updates S. Riggs  
*Transportation Advisory Committee*  
*Wastewater Advisory Committee*  
*Main Street Steering Committee*  
*Main Street developments*  
*Bourne Development Campus*

President's updates D. Doucette  
*2015 Annual Meeting plans*  
*Nominations for Directors*

Reports/Updates from Directors (for information only, no deliberation)

Topics for Future Discussion (for information only, no deliberation)

Public Comment - non-agenda items (for information only, no deliberation)

Executive Session - if needed

Adjourn

  
 Sallie K. Riggs  
 Executive Director

To Clerk's office 6/10/15 4:40 pm



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

2015 JUN 11 AM 8 29  
TOWN CLERK'S OFFICE  
BOURNE, MASS

**Minutes of the meeting of the Board of Directors  
June 10, 2015 DRAFT - DRAFT - DRAFT  
Bourne Community Center**

Attending: Rick Carlson, Robert Dutch, Michael Giancola, William Locke, Kelly Marcino, Marie Oliva, David Peterson, Kathy Zagzebski. Sallie Riggs, Executive Director.

Vice President Bob Dutch opened the meeting at 7:54 am.

Minutes: Bob asked for any additions or changes to the Minutes of the meeting of May 13, 2015. There being none, it was MOVED, SECONDED and VOTED unanimously to accept the Minutes as circulated.

Treasurer's Report: Assistant Treasurer Mike Giancola reported that, as of May 31, 2015, the organization had spent \$2,373.50 with revenues of \$3,904.81. Expenses are running approximately \$1,000 below budget. He also reported that the organization had cash assets in three accounts totaling \$2,033.78. Of that, only \$501.40 is unrestricted funds. It was MOVED, SECONDED and VOTED unanimously to accept the report as presented.

There followed a discussion about potential revenue sources going forward. Sallie reported that Dan Doucette was working toward a hotel/motel tax program that would provide some revenue for the BFDC. However, in Dan's absence there was little useful discussion. Several people suggested approaching the Town to convince the leadership that it did not need to add to the budget for an economic development coordinator, as has been suggested. Instead funding for the BFDC at half the proposed amount could be more cost effective.

At the end of the discussion there was consensus that a Revenue Working Group should prepare a paper and a plan that would show how effective the BFDC has been and how new revenue would be spent. Bob also suggested preparing data to show that x dollars invested generates y dollars in economic development. The Revenue Working Group will be composed of Rick Carlson, Bill Locke and Marie Oliva meeting with Sallie.

Executive Director's report: Sallie noted that the biggest step for Main Street Buzzards Bay, Bourne's Downtown, is the recent vote to join the MBTA. The Transportation Advisory Committee discussed next steps and agreed to monitor developments before making any additional recommendations.

President's Updates: Sallie reported that Dan had intended to begin a discussion on the 2015 Annual Meeting and the nomination process. In the discussion that followed, it was suggested that the meeting be at Keystone and in September, before the next Town Meeting. That could be a time and place to expose the work of the Revenue Working Group.

Reports/Updates from Directors: Bill Locke reported that a federal grant the Coalition was seeking was denied. He believes that Rep. Keating needs to be brought into the process.

Adjourn: The next meeting was set for August. The Directors adjourned at 8:40 am.

Respectfully submitted,  
*Sallie K. Riggs*  
Sallie K. Riggs, Executive Director



Clerk's Office 8/7/14 2:48 pm

508 457-5305 [www.bfdonline.org](http://www.bfdonline.org)

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

2014 AUG 7 PM 3 00

**DRAFT - DRAFT - DRAFT**

TOWN CLERK'S OFFICE  
BOURNE, MASS

BFDC Finance Committee  
Minutes of the meeting: August 1, 2013  
Bourne Community Center

---

Attending: President Dan Doucette, Vice President Michele Ford (by speaker phone), Treasurer Liz Dean, Executive Director Sallie Riggs

The meeting was opened at 7:30 am.

Sallie reviewed the handouts (previously e-mailed to Michele) which reported the financial status of the BFDC as of June 30, 2013, the end of the fiscal year, and also showed a project budget for FY14. The projected budget would end with a deficit. Copies of these documents are on file with the original of these Minutes.

Committee members introduced and discussed several ideas that could possibly generate revenue.

At the conclusion of the discussion Committee members recommended that the focus of the August Board meeting should be the mission and finances of the organization. Members also recommended that at that meeting the Finance Committee would recommend adoption of a FY14 deficit budget. The recommendation would include a commitment to closely review the budget, especially revenue, at the January meeting. The ideas reviewed at this Finance Committee's meeting would be presented to the Board for discussion and adoption, and additional ideas for revenue generation would be solicited.

The meeting adjourned at 8:05 am.



To Clerk's office 9/2 1:25 pm

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

**Proposed Agenda – Meeting of Board of Directors**

2015 SEP 2 PM 1 37  
TOWN CLERK'S OFFICE  
BOURNE, MASS

Date: September 9, 2015  
Time: 8 am  
Location: Bourne Community Center

**NOTE: Any item specifically listed on this agenda may be subject to a vote.**

Call to order President D. Doucette  
Introduction of new Board member

Discussion and possible VOTE on endorsing the Town's proposed Proposition 2 ½ override  
Town Administrator Tom Guerino, Selectmen

Review and VOTE on Minutes from the June 10, 2015 meeting

Treasurer's Report Asst. Treasurer M. Giancola  
*Review report and VOTE on acceptance*  
*Review bills due for authorization and VOTE on acceptance*  
*Discussion and possible VOTE on FY16 budget*

Executive Director's updates S. Riggs  
*Transportation Advisory Committee*  
*Wastewater Advisory Committee*  
*Main Street Steering Committee*  
*Main Street developments*  
*Bourne Development Campus*

President's updates D. Doucette  
*2015 Annual Meeting plans*  
*Nominations for Directors*  
*Discussion and possible VOTE to endorse hydrokinetic electricity system*

Reports/Updates from Directors (for information only, no deliberation)

Topics for Future Discussion (for information only, no deliberation)

Public Comment - non-agenda items (for information only, no deliberation)

Executive Session - if needed

Adjourn

  
Sallie K. Riggs  
Executive Director



To Clerk's office 10/7/15 5:30 pm

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

10/7/15  
9 AM 8 28  
CLERK'S OFFICE  
BOURNE, MASS

**Minutes of the meeting of the Board of Directors  
September 9, 2015 DRAFT - DRAFT - DRAFT  
Bourne Community Center**

Attending: Jeanne Azarovitz, Rick Carlson, Dan Doucette, Robert Dutch, Marie Oliva, David Peterson, Lou Wilson, Kathy Zagzebski, Sallie Riggs, Executive Director. Public: Chair of the Selectmen Stephen Mealy, John S. Mancuso, Michael Rausch, *Bourne Enterprise*.

President Dan Doucette opened the meeting at 8:04 am. He introduced a new Board member, Jeanne Azarovitz, an appointment by the Board of Selectmen.

Dan introduced Chair of the Board of Selectmen Stephen Mealy who gave a presentation on the proposed Proposition 2 1/2 override. After the presentation Mr. Mealy left and Dan asked the Board members to discuss the idea of making a public statement in support of the override. After a brief discussion, it was MOVED, SECONDED and VOTED with one abstention to do so.

Sallie circulated a proposed statement of support. After a brief discussion, it was MOVED, SECONDED and VOTED with one abstention to adopt the letter as written and to make it a public statement.

Minutes: Dan asked for any additions or changes to the Minutes of the meeting of June 10, 2015. There being none, it was MOVED, SECONDED and VOTED unanimously to accept the Minutes as circulated.

Treasurer's Report: In the absence of the Treasurer and Assistant Treasurer, Sallie noted the financial statements circulated in advance of the meeting. After a brief discussion, there was a consensus to postpone any action on the proposed FY16 budget. It was then MOVED, SECONDED and VOTED unanimously to accept the Treasurer's report as circulated. Sallie then reported that the Executive Committee had voted to authorize payment of the Post Office Box fee during the summer and that that vote needed to be ratified by the Board. It was MOVED < SECONDED and VOTED unanimously to ratify the Executive Committee's action.

Executive Director's report: Sallie gave a brief report on various Main Street activities. She also noted an upcoming state supported economic development conference whose leaders were asking for economic development priorities. She asked for thoughts from Board members to forward. A brief discussion focused on support for planning/ engineering design and permitting.

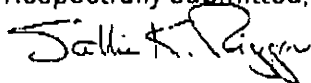
President's Updates: Dan asked Rick Carlson to again provide nominations for Directors for the Annual Meeting which will be in November. He also asked for member opinions on a proposed letter of support for the Marine Renewable Energy Collaborative's application for a grant. The money would support the construction of a test site for harnessing energy from tides and currents in the Cape Cod Canal. After a brief discussion it was MOVED, SECONDED and VOTED unanimously to send a letter of support as drafted.



Public Comment: John Mancusco, owner of Buzzards Bay Motors, indicated an interest in BFDC activities and offered to help as he could.

Adjourn: The next meeting was set for October 14. The meeting adjourned at 9:25 am.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sallie K. Riggs".

Sallie K. Riggs, Executive Director

---



To Clerk's office 10/8 1:25 pm
--------------------------------

508 457-5305 [www.bfdconline.org](http://www.bfdconline.org)  
 P.O. Box 289, Buzzards Bay, MA 02532-0289

**Proposed Agenda - Meeting of Board of Directors**

Date: October 14, 2015  
 Time: 8 am **Please note new starting time**  
 Location: Bourne Community Center

2015 OCT 8 PM 1 27  
 TOWN CLERK'S OFFICE  
 BOURNE, MASS

**NOTE: Any item specifically listed on this agenda may be subject to a vote.**

Call to order President D. Doucette

Review and VOTE on Minutes from the September 9, 2015 meeting

Treasurer's Report Asst. Treasurer M. Giancola  
*Review report and VOTE on acceptance*  
*Review bills due for authorization and VOTE on acceptance*  
*Discussion and possible VOTE on FY16 budget*

Executive Director's updates S. Riggs  
*Transportation Advisory Committee*  
*Wastewater Advisory Committee*  
*Main Street Steering Committee*  
*Main Street developments*  
*Bourne Development Campus*

President's updates D. Doucette  
*2015 Annual Meeting plans*  
*Nominations for Directors*

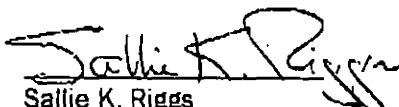
Reports/Updates from Directors (for information only, no deliberation)

Topics for Future Discussion (for information only, no deliberation)

Public Comment - non-agenda items (for information only, no deliberation)

Executive Session - if needed

Adjourn

  
 Sallie K. Riggs  
 Executive Director



To Clerk's office 10/21/15 11:25 am

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

**Minutes of the meeting of the Board of Directors**  
**October 14, 2015** **DRAFT - DRAFT - DRAFT**  
**Bourne Community Center**

2015 OCT 21 AM 11 22

TOWN CLERK'S OFFICE

Attending: Jeanne Azarovitz, Dan Doucette, Robert Dutch, William Locke, Joe Bongo, Kelly Marcimo, Marie Oliva, Lou Wilson, Sallie Riggs, Executive Director.

President Dan Doucette opened the meeting at 8:05 am.

Executive Director's Report:

Transportation Advisory Committee: Sallie deferred a report on transportation to Marie Oliva, the new chair of the Town's Transportation Advisory Committee. Marie said they are just getting started. One of their agenda items will be the potential expansion of the bike path in Falmouth from Route 151 to the Cape Cod Canal. Glenn Cannon from the Cape Cod Commission will be working on the feasibility of an extension.

Wastewater Advisory Committee: Sallie reported that the developer of the property at 25 Perry Avenue had gone before the Board of Sewer Commissioners on October 13 and, after some questioning by the Chair of the Board, he was granted a six month extension. The developer expects to begin the permitting process in early November and close on the Byron property in January. In the discussion that followed, it was suggested that Korrin Peterson from the Buzzards Bay Coalition be invited to the next BFDC Board meeting to discuss an application to the federal EPA for a feasibility study of the multi-town long-term phase of wastewater management capacity expansion. Bill Locke suggested bringing Rep. William Keating into the picture.

Main Street developments: In addition to the Perry Avenue development, two other requests for sewer allocation were discussed at the Commissioners meeting: a hotel and retail complex on Michienzi property on the western end of Main Street and another senior care center on Wagner Avenue. The first project was granted a sewer allocation; the second was not, due to the facts that allocations have just about reached the limit of the agreement with Wareham and the property has no paid betterments.

Main Street Steering Committee: Concerning the restoration and upgrade of the Buzzards Bay Park, Sallie reported that responses to a Request for Qualifications are due soon. This process will identify a firm that can do a site survey and develop engineering designs.

Minutes: Dan asked for any additions or changes to the Minutes of the meeting of September 9, 2015. There being none, it was MOVED, SECONDED and VOTED with two abstentions to accept the Minutes as circulated.

Treasurer's Report: In the absence of the Treasurer and Assistant Treasurer, Sallie noted the financial statements circulated in advance of the meeting. Cash assets as of September 30 are: \$294.52 in the checking account, \$500.95 in the money market account, and \$1,005.40 in the renter's escrow account. It was MOVED, SECONDED and VOTED unanimously to accept the Treasurer's report as circulated.

Sallie then reviewed the proposed FY16 budget which had also been circulated in advance of the meeting. It was MOVED, SECONDED and VOTED unanimously to adopt the proposed budget as circulated.

President's Update: The Annual Meeting is again scheduled at the same time as the Director's November meeting. A lack of significant program - both speaker and Harding Award recipient - makes this a preferable plan.

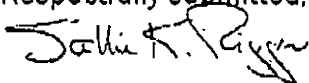
Rick Carlson is working on nominations for Director. Sallie noted that Dan, Kelly, Bill and Kathy have terms that are up and are eligible for re-election. Kelly and Dan agreed to serve again; Bill asked for time to consider. Sallie also noted that next year Rick, Liz Dean, and Joe Longo all reach their term limit - three three-year terms. This led to a discussion of the BFDC By-laws and the determination that they are due for review.

Dan asked for volunteers for a By-laws review committee; Kelly and Jeanne volunteered to work with Dan on the process.

Public Comment: There was none.

Adjourn: The next meeting was set for November 11. The meeting adjourned at 8:50 am.

Respectfully submitted,



Sallie K. Riggs, Executive Director

---



To Clerk's office 12/3 1:30 pm

508 457-5305 [www.bfdconline.org](http://www.bfdconline.org)  
 P.O. Box 289, Buzzards Bay, MA 02532-0289

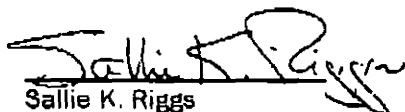
2015 DEC 3 PM 1 58  
 TOWN CLERK'S OFFICE  
 BOURNE, MASS

**Proposed Agenda - Meeting of Board of Directors and Annual Meeting of the Corporation**

Date: December 9, 2015  
 Time: 8:00 am **Please note new starting time**  
 Location: Community Center

**NOTE: Any item specifically listed on this agenda may be subject to a vote.**

- Meeting of the Board of Directors - Call to order President D. Doucette
- Report from the Nominating Committee Rick Carlson  
 Action: VOTE on nominees for Director and VOTE to forward to Annual Meeting for election
- Suspend regular Board Meeting and Open Annual Meeting D. Doucette
- Treasurer's Report Asst. Treasurer Michael Giancola  
 Minutes of last Annual Meeting D. Doucette  
 Election of Directors D. Doucette
- Adjourn Annual Meeting and re-open Meeting of Board of Directors D. Doucette
- Review and VOTE on Minutes from the October 14, 2015 meeting
- Treasurer's Report Treasurer E. Dean  
 Review report and VOTE on acceptance  
 Review bills due for authorization and VOTE on acceptance  
 Review vote by Executive Committee and VOTE to ratify
- Executive Director's updates S. Riggs
- President's updates D. Doucette  
 By-laws working group report
- Reports/Updates from Directors
- Topics for Future Discussion (for information only)
- Public Comment - non-agenda items
- Executive Session - if needed
- Adjourn

  
 Sallie K. Riggs  
 Executive Director

To Clerk's office 12/15/15 2:30 pm



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

2015 DEC 15 PM 2 35  
**Minutes of the meeting of the Board of Directors**  
**December 9, 2015**  
**Bourne Community Center**  
**DRAFT - DRAFT**  
TOWN CLERK'S OFFICE  
BOURNE, MASS

Attending: Jeanne Azarovitz, Richard Carlson, Dan Doucette, Robert Dutch, Michael Giancola, Holly Knight, Joseph Longo, Kelly Marcimo, Marie Oliva, Lou Wilson, Kathy Zagzebski. Sallie Riggs, Executive Director.

President Dan Doucette opened the meeting at 8:02 am.

He read a letter of resignation from Bill Locke and the Directors MOVED, SECONDED and VOTED unanimously to accept his resignation with regret.

Nominating Committee chair Rick Carlson reported that Kelly Marcimo, Kathy Zagzebski and Dan Doucette have all agreed to be re-elected as Directors for new three-year terms. It was then MOVED, SECONDED, and VOTED unanimously to accept the report as nominations and to forward the nominations to the Annual Meeting.

Dan then asked for a MOTION to suspend the Director's meeting and open the Annual Meeting. It was so MOVED, SECONDED and VOTED unanimously. The meeting was suspended at 8:05 am.

The meeting of the Directors was reopened at 8:09 am.

Minutes: Dan asked for any additions or changes to the Minutes of the meeting of October 14, 2015. There being none, it was MOVED, SECONDED and VOTED unanimously to accept the Minutes as circulated.

Treasurer's Report: Assistant Treasurer Mike Giancola reported that as of November 30, 2015 the BFDC had cash assets totaling \$3,116.46 and invoices due of \$820. He noted two bills due: \$520 to the credit card for the state annual report filing fee on the Bourne Development Campus LLC of which the Ingersoll family has paid 1/2 and \$300 to Sallie Riggs for the preparation of federal and state tax filings. It was then MOVED, SECONDED and VOTED unanimously to authorize payment of the two bills. It was then MOVED, SECONDED and VOTED unanimously to accept the Treasurer's report as circulated. Sallie then asked the President for a vote to ratify the Executive Committee's authorization of a payment of \$35 for the state tax filing. It was then MOVED, SECONDED and VOTED unanimously to ratify the Executive Committee's action.

Executive Director's Report:

Main Street Steering Committee: Concerning the restoration and upgrade of the Buzzards Bay Park, Sallie reported that there were nine responses to a Request for Qualifications of which three were chosen for interviews. One company was then selected from which to request a price proposal. The Town is in the process of negotiating a contract and when it is signed the

name of the selected company can be released. Work will probably begin in mid-January with a meeting with the MSSC and the consultants.

The project is going to go before the Community Preservation Committee (CPC) to ask for additional funds and Sallie asked the Board for a letter of endorsement to include in the application. A draft statement of endorsement was circulated and after a brief discussion it was MOVED, SECONDED and VOTED with one abstention to send the letter over Vice President Bob Dutch's signature.

*Transportation Advisory Committee:* Sallie deferred a report on transportation to Marie Oliva, the new chair of the Town's Transportation Advisory Committee. Marie said that the committee has had no actions due to a lack of quorum at meetings.

Marie also noted that the Chamber is going to request additional historic restoration funds from the CPC and asked the BFDC Directors to prepare a letter of endorsement for the Chamber's project. After a brief discussion it was MOVED, SECONDED, and VOTED with one abstention to send a letter of support for the Chamber historic preservation project.

*Wastewater Advisory Committee:* Sallie reported that Town Administrator Tom Guerino told the Board of Selectmen that he had identified \$90,000 in unused mitigation funds that can be used for the required permitting and engineering for the Phase One wastewater treatment plant at Queen Sewell Park. The Selectmen, who were not required to approve his action, voted unanimously to support it. Tom then found another \$20,000 for the project.

The Board of Sewer Commissioners, at its last meeting, again refused to grant a project an allocation for wastewater treatment because the Town is at its limit. The Commissioners are insisting that the developer who is planning a hotel and conference center must show that he has closed on the property by its next meeting in January 2016.

Joe Longo reported that the developer is working with his architects to get elevations, colors, etc. so that he can go to the Design Review Committee.

President's Updates: The By-laws working group has met a couple times but is not yet ready to make any recommendations.

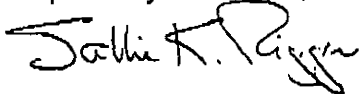
Reports/Updates from Directors: Holly Knight reported that the MA Maritime Academy is working on new traffic circulation for its campus and that a \$20 million academic building has been put on hold by the state. The school is capping its student body at 1,600.

Kathy Zagzebski reported that Jeff Luce, who had been a member of the BFDC and was the NMLC's Board Chair, passed away unexpectedly recently.

Public Comment: There was none.

Adjourn: The meeting adjourned at 9:07 am.

Respectfully submitted,



Sallie K. Riggs, Executive Director



To Clerk's office 12/15/15 4:00 pm

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

**Minutes of the Annual Meeting  
December 9, 2015  
Bourne Community Center**

2015 DEC 15 PM 4 07  
~~DRAFT~~ ~~DRAFT~~ ~~DRAFT~~  
TOWN CLERK'S OFFICE  
BOURNE, MASS

Attending: Directors: Jeanne Azarovitz, Richard Carlson, Dan Doucette, Robert Dutch, Michael Giancola, Holly Knight, Joseph Longo, Kelly Marcimo, Marie Oliva, Lou Wilson, Kathy Zagzebski, Sallie Riggs, Executive Director.

President Dan Doucette opened the meeting at 8:05 am.

Treasurer's Report: Assistant Treasurer Mike Giancola presented the financial statement for the year ended June 30, 2015. The organization's net assets were \$2,034.29. Revenues for the year totaled \$4,907.59 and expenses were \$2,873.50. It was MOVED, SECONDED and VOTED unanimously to accept the Treasurer's report as presented.

Minutes: Dan asked for any additions or changes to the Minutes of the 2014 Annual Meeting held on November 12, 2014. There being none, it was MOVED, SECONDED and VOTED wotj one abstention to accept the Minutes as circulated.

Elections: Dan asked the Nominating Committee chair to present the nominations recommended by the Board of Directors. It was then MOVED, SECONDED and VOTED unanimously to re-elect Kathy Zagzebski and Dan Doucette to additional three-year terms and to elect Kelly Marcimo Wilson to a full three-year term.

Adjourn: Dan asked if there was any additional business for the Annual Meeting. There being none, it was MOVED, SECONDED and VOTED unanimously to adjourn the meeting. The meeting adjourned at 8:09 am.

Respectfully submitted,

Sallie K. Riggs, Executive Director



**Chapman, Wendy**

---

**From:** Chapman, Wendy  
**Sent:** Monday, January 26, 2015 2:38 PM  
**To:** 'evb155ahc@gmail.com'  
**Subject:** Cancellation of Community Bldg Trustees

Confirming our telephone conversation this date. The meeting of the community building trustees scheduled for the 27<sup>th</sup> of January 2015 has been cancelled.

2015 JAN 26 PM 2 36  
TOWN CLERK'S OFFICE  
BOURNE, MASS

**BOURNE VETERANS MEMORIAL COMMUNITY BUILDING  
BOARD OF TRUSTEES  
MEETING OF JANUARY 27, 2015  
4:30 P. M.**

**AGENDA**

- I. 4:30 P. M. MEETING CALLED TO ORDER**
- 2. ATTENDANCE**
- 3. BUILDING DIRECTORS REPORT**
- 4. PUBLIC COMMENT**
- 5. TRUSTEE'S COMMENTS**
- 6. ADJOURN**

2015 JAN 23 PM 9 39  
TOWN CLERK'S OFFICE  
BOURNE, MASS

2015 FEB 12 PM 1 46

TOWN CLERK'S OFFICE  
BOURNE, MASS

2015 FEB 12 PM 1 51

TOWN CLERK'S OFFICE  
BOURNE, MASS

**BOURNE VETERANS MEMORIAL COMMUNITY BUILDING**

**BOARD OF TRUSTEES**

**MEETING OF February 17, 2015**

**4:30 P. M.**

**AGENDA**

1. **4:30 P. M. MEETING CALLED TO ORDER**
2. **ATTENDANCE**
3. **BUILDING DIRECTORS REPORT**
4. **PUBLIC COMMENT**
5. **TRUSTEE'S COMMENTS**
6. **ADJOURN**

*Earl Baroni*

*Per George Sala, a member of the  
Trustees, the meeting will be held in  
the Bourne Veterans Memorial Community  
Building. Fay [Signature]*

*2/12/15*

**TOWN OF BOURNE  
BOURNE VETERANS MEMORIAL COMMUNITY/SENIOR CENTER  
COUNCIL ON AGING BOARD OF DIRECTORS  
MINUTES OF FEBRUARY 19, 2015**

**MEMBERS PRESENT:** Lorraine Young, Mary Fuller, Monica Layton, Valerie Gudas, Bette Songer, Donald Morrissey, Dorothy Wilcox, Linda Masson, Estelle Blake, and Earl Baldwin.

**MEMBERS EXCUSED:** Marge McClung

TOWN CLERK'S OFFICE  
BOURNE, MASS

**OTHERS PRESENT:** Felicita Monteiro, Lois Carr, Debora Oliviere-Llanes, Carol MacDonald, H. Arnold Carr, Barbara McMakin, Nancy Manley, Richard Menkello, Karol Musche, Chase Friedrichsen, Linda Silveira, and Lisa Llane.

Meeting was called to order at 1 p. m.

**MINUTES:** Upon a motion duly made by Betty Sogner and seconded by Estelle Blake the board unanimously voted to approve the minutes of January 15, 2015 as written.

**OUTREACH: Highlights (Lois Carr)**

- **Intergenerational:** The Intergenerational Memory Share program with Middle School fifth graders will be held on April 16.
- **Knox Boxes:** One Knox box was installed and one was returned. We currently have boxes available.
- **Code Red:** Question if people are actually receiving the messages.

**BTY: Highlights (Debora Oliviere-Llanes)**

- We have two new prospective clients.
- Weather has been very difficult; we had to cancel our programs 3 times in January.
- Sickness also continues to plague attendance, looking forward to a healthier spring.

## **Director's Report Highlights (Felicita Monteiro)**

- **COA is participating in the Jonathan Bourne Public Library Boston Bruins Cradle to Crayons Pajama Drive.**
- **Friday May 29, 2015 chosen for the Volunteer Appreciation Day.**
- **Cold weather, snow day's closure and building damage due to leaks forced cancelations of programs.**
- **Hoping new spring programs will bring out more people.**
- **Two tours came in to view building, thought it was beautiful and accommodating, and particularly liked the Café.**

## **OTHER BUSINESS**

- **COA budget was discussed, our program line was reduced to accommodate a part-time data program coordinator; if we cannot self support other measures, but only as last resort, will need to take place (i.e. eliminate Monday public lunch) and add another day to the TO GO board. The remainder of the non-personnel budget has hopes of level funding.**
- **Other discussion and inquiries took place with regards to the water damage to the lobby of the Community Building on February 16th. Estimated damage of \$40,000.**
- **Discussion on the elimination of the Building Director's position and the affect it will have on our programs and seniors who frequent the building on a daily basis took place. Board recommended sending a letter to the Town Administrator.**
- **Discussed possible locations for the exhibit "The Storefronts of South Coast." Mezza Luna and the outdoor area of the Hoxie School are being considered.**
- **Discussed the cost and ease of the COA recertification process. Cost estimated to be \$3000 with a nonrefundable deposit of \$500, not an easy process; we would have to start from the beginning.**
- **Certain requests were made by Board Chair to Director to bring to the next board meeting with regards to Accreditation.**

**Upon a motion duly made by Betty Sogner and seconded by Estelle Blake the board unanimously voted to adjourn the meeting at 1:55.**

**Respectfully submitted,**

**Tracy Sullivan  
Account Clerk**

2015 MAR 27 AM 11 04

**BOURNE VETERANS MEMORIAL COMMUNITY BUILDING**  
**BOARD OF TRUSTEES**  
**MEETING OF March 31, 2015**  
**4:30 P. M.**

TOWN CLERK'S OFFICE  
BOURNE, MASS

**AGENDA**

- 1. 4:30 P. M. MEETING CALLED TO ORDER**
- 2. ATTENDANCE**
- 3. PUBLIC COMMENT**
- 4. TRUSTEE'S COMMENTS**
- 5. Discussion: Care, Custody and Control**
- 6. Adjourn**

*Carol Bauloni*

**BOURNE VETERANS MEMORIAL COMMUNITY BUILDING  
BOARD OF TRUSTEES  
MEETING OF April 27, 2015  
4:30 P. M.**

**AGENDA**

- 1. 4:30 P. M. MEETING CALLED TO ORDER**
- 2. ATTENDANCE**
- 3. DIRECTOR'S REPORT**
- 4. PUBLIC COMMENTS**
- 5. Discussion on Trustees Care, Custody and Control**
- 6. Trustee Comments**
- 7. Adjourn**

*Meeting at Community Center*

*Earl B. [Signature]*

2015 APR 21 PM 2 23  
TOWN CLERK'S OFFICE  
BOURNE, MASS

2015 JUN 23 PM 3 03

TOWN CLERK'S OFFICE  
BOURNE, MASS

**BOARD OF TRUSTES**

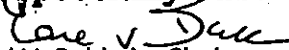
**VETERANS MEMORIAL BUILDING MEETING**

**JUNE 30, 2015**

**4:30 P. M.**

- 1. Call Meeting to Order**
- 2. Attendance**
- 3. Trustee Comments**
- 4. Public Comments**
- 5. Building Report**
- 6. Election of Officers**
- 7. Adjourn**

**Respectfully submitted,**

  
Earl V. Baldwin, Chairman



**BOURNE VETERANS MEMORIAL COMMUNITY BUILDING**

**BOARD OF TRUSTEES**

**MEETING OF JULY 28, 2015**

**4:30 P. M.**

Meeting to be held at Bourne Veterans Community Building  
**AGENDA**

1. Call meeting to order
2. Attendance
3. Building Report
4. Public Comment
5. Trustees Comment
6. Bourne Veterans Memorial Community Building Mission Statement
7. Board Elections
8. Ajourn

**Respectfully Submitted**



**Earl V. Baldwin  
Chairman**

2015 JUL 24 PM 10 10  
TOWN CLERK'S OFFICE  
BOURNE, MASS

**BOURNE VETERANS MEMORIAL COMMUNITY BUILDING  
BOARD OF TRUSTEES  
MEETING OF 8/26, 2015**

**4:30 P. M.**

LOCATION: Bourne Veterans Community Building

**AGENDA**

- 1. Call meeting to order**
- 2. Attendance**
- 3. Applicants for non-veteran vacancy**
- 4. Public Comments**
- 5. Trustees Comments**
- 6. Ajourn**

**Respectfully Submitted**

*Earl V. Baldwin*

**Earl V. Baldwin  
Chairman**

2015 AUG 20 PM 2 51  
TOWN CLERK'S OFFICE  
BOURNE, MASS

LOCATION: **BOURNE VETERANS MEMORIAL COMMUNITY BUILDING**  
**239 Main Street**  
**Buzzards Bay, MA 02532**  
**BOARD OF TRUSTEES**  
**MEETING OF SEPTEMBER 29, 2015**  
**4:30 P. M.**

**AGENDA**

- 1. Call meeting to order**
- 2. Attendance**
- 3. Trustee Vacancy**
- 4. Public Comments**
- 5. Trustees Comments**
- 6. Building Issues**
- 7. Adjournment**

**Respectfully Submitted**

*Earl V. Baldwin*

**Earl V. Baldwin**  
**Chairman**

2015 SEP 25 AM 10 02  
TOWN CLERK'S OFFICE  
BOURNE, MASS


**BOURNE VETERANS MEMORIAL COMMUNITY BUILDING  
239 Main Street  
Buzzards Bay, MA 02532  
BOARD OF TRUSTEES  
MEETING OF NOVEMBER 10, 2015  
4:30 P. M.  
LOCATION: BVMCB**

**AGENDA**

- 1. Call meeting to order**
- 2. Attendance**
- 3. Approval of October 1, 2015 minutes**
- 4. Public Comments**
- 5. Trustees Comments**
- 6. Election of new board members**
- 7. Future issues**
- 8. Adjournment**

2015 NOV 6 AM 10 56  
TOWN CLERK'S OFFICE  
BOURNE, MASS

**Respectfully Submitted**



**Earl V. Baldwin  
Chairman**

2015 NOV 24 PM 4 26

TOWN CLERK'S OFFICE  
BOURNE, MASS

239 Main Street  
Buzzards Bay, MA 02532

**BOARD OF TRUSTEES**  
**Meeting Notice**  
**AGENDA**

**Date**

Tuesday  
December 1, 2015

**Time**

4:30 p.m.

**Location**

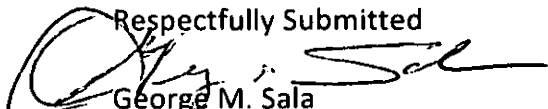
BOURNE VETERANS  
MEMORIAL COMMUNITY BUILDING  
239 Main Street  
Buzzards Bay, MA 02532

---

1. Call meeting to order
2. Moment of Silence for our Troops and public safety personnel
3. Public Comment
4. Correspondence
5. Approval of November 10, 2015 minutes
6. Discussion and vote on a Joint Application with the Historic Commission for CPA funds to restore the Soldiers and Sailors Monument at Town Hall.
  
7. Discussion and vote on Building Policies.
8. Building Report
  - a. Building hours
  - b. Storage of items in building
9. Trustees Comments
10. Future Agenda Items
11. Other business
12. Adjourn

*All items within the meeting agenda are subject to deliberation and vote(s) by the Trustees*

Respectfully Submitted

  
George M. Sala  
Chairman



## **BOURNE WATER DISTRICT**

211 Barlow's Landing Road, P.O. Box 1447  
Pocasset, Massachusetts 02559-1447  
Office: 508-563-2294 Fax: 508-564-4661

2015 JAN 8 PM 2 14  
TOWN CLERK'S OFFICE  
BOURNE, MASS

### **MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS TUESDAY, JANUARY 13, 2015 8:30 A.M.**

Bourne Water District Office  
211 Barlow's Landing Rd., Pocasset

Approval of the following:  
Dec. Commitment and Abatements  
Weekly Warrant

**AGENDA**  
Regular Session

#### **NEW BUSINESS**

1. Preliminary Budget Discussion
2. Pax Mixer at Sagamore steel tank

#### **SUPERINTENDENT'S REPORT**

To Town Clerk Please Post: Faxed 1/9/2015 at 12:45 PM

**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING JANUARY 13, 2015**

THE MEETING WAS DULY POSTED

2015 FEB 11 PM 2 08

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT: COMMISSIONERS BRIAN HANDY AND PETER WAY, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ROBERT PROPHETT, BOURNE, MASS

THE COMMISSIONERS APPROVED AND SIGNED THE MINUTES OF THE DECEMBER 9, 2014 MEETING AND THE DECEMBER COMMITMENT, THE ABATEMENT LIST AND THE WEEKLY WARRANT.

MRS. WARD STATED THAT SHE HAD RECEIVED A LETTER FROM CHRISTINE MOSCATELLO REQUESTING THE BOARD CONSIDER AN ABATEMENT AS SHE HAS HAD A PROBLEM WITH HER TENANTS AND THEY PROPOSELY RAN UP THE WATER BILL. MRS. WARD STATED THAT THE LETTER HAD GOTTEN MIXED UP WITH SOME OTHER PAPERS AND WAS NOT PUT ON THE AGENDA. MR. HANDY MADE A MOTION TO HEAR THE REQUEST FOR ABATEMENT AND MR. WAY SECONDED THE MOTION.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO ALLOW A ONE TIME ABATEMENT OF 1/2 OF THE CONSUMPTION CHARGE.

MRS. WARD STATED THAT SHE HAD WORKED ON A PRELIMINARY BUDGET FOR FY16 AND GAVE THE BOARD COPIES. SHE STATED THAT SHE HAD LOOKED FOR THE COST OF LIVING INCREASE FOR 2014 BUT WAS ONLY ABLE TO FIND THAT THE COLA FOR SOCIAL SECURITY WOULD BE 1.7% FOR THOSE ON SOCIAL SECURITY. SHE GAVE THE BOARD FIGURES FOR PAYROLL FOR A 2% INCREASE AS WELL AS A 3% INCREASE. SHE STATED SHE WOULD LOOK INTO THIS MONTH TO SEE IF SHE COULD COME UP WITH A MORE DEFINITIVE NUMBER.

GOING THROUGH THE OFFICE BUDGET SHE STATED THAT WE WOULD LIKE TO INCREASE THE BUILDING REPAIR BUDGET FROM \$1,000 TO \$ 3,000 AS THE WIRING FOR THE BUILDING WOULD BE ON THE LIST OF PROJECTS FOR FY16, OTHER THAN THAT THE OFFICE BUDGET WOULD REMAIN THE SAME AS FY15. IN THE PUMPING STATION BUDGET SHE WOULD BE REDUCING THE UNIFORM BUDGET FROM \$4,500 TO \$2,000 WHICH WOULD COVER THE ITEMS THE DISTRICT PROVIDES SUCH AS HATS AND T-SHIRTS BUT A LINE ITEM WOULD BE ADDED TO THE APPROPRIATIONS SO THAT THE MONEY NOT EXPENDED COULD BE CARRIED TO A FUTURE YEAR. THE BOARD HAD VOTED THAT THE MEN WOULD EACH BE ALLOWED \$600. PER YEAR FOR CLOTHING AND BOOTS AND WHAT WAS NOT USED WOULD CARRY OVER TO THE NEXT YEAR. WITHOUT A LINE ITEM I HAVE TO CARRY M&O ENCUMBRENCES EACH YEAR AND THIS IS A MUCH CLEANER WAY TO SET THIS UP.

MR. WAY ASKED IF THE \$600. WOULD BUY A COMPLETE SET. MRS. WARD STATED THAT THEY HAD FIGURED IT OUT AND IT WOULD BUT SOME MEN NEED DIFFERENT THINGS EACH YEAR AND BY CARRYING OVER WHAT IS NOT EXPENDED THEY CAN GET WHAT THEY NEED EACH YAER. MR. HANDY STATED THAT HE FELT IT SHOULD BE A USE IT OR LOSE IT SITUATION. THE BOARD DECIDED TO DISCUSS THIS A FUTURE MEETING.

MR. PROPHETT STATED THAT HE FELT WE SHOULD INCREASE THE BLACKTOP BUDGET BY \$2,000 AND THE SAFETY DETAIL BUDGET BY \$1,000 AS WE ARE COMING CLOSE TO WHAT WAS APPROPRIATED IN FY15 ALREADY. THE VEHICLE BUDGET WOULD REMAIN THE SAME AS IN FY15. MRS. WARD STATED THAT THE NEW RATES FOR MEDICAL INSURANCE WERE NOT AVAILABLE YET AND SHE WAS EXPECTING THEM TO COME OUT IN FEBRUARY AT WHICH TIME SHE WOULD BE ABLE TO GIVE THE BOARD A TRUE IDEA OF WHAT THE COST WOULD BE.

MR. PROPHETT STATED THAT HE WOULD LIKE THE BOARD TO CONSIDER ALLOWING HIM TO PURCHASE A NEW TRUCK TO REPLACE THE 2004 TRUCK AS IT IS IN NEED OF SOME COSTLY REPAIRS. HE ASKED THE BOARD TO CONSIDER A LINE ITEM OF \$35,000 TO REPLACE THE TRUCK.

**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING DECEMBER 9, 2014**

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 ROBERT PROPHETT.

THE COMMISSIONERS APPROVED AND SIGNED THE MINUTES OF THE NOVEMBER 19, 2014 MEETING.

MR. PROPHETT PRESENTED THE REVISED WATER MAIN AND SERVICE LINE INSTALLATION POLICY. THE BOARD HAD APPROVED THE CHANGES AT THE LAST MEETING. THE BOARD REVIEWED THE CHANGES BUT QUESTIONED THE SECTION ON BOOSTER PUMPS. THE BOARD ASKED MR. PROPHETT TO RESEARCH THE POLICY FOR THE SYSTEM AT HARMONY HILL AND CHECK THE MINUTES AS TO WHAT WAS APPROVED AT THE TIME. THE BOARD DECIDED TO TABLE THE DISCUSSION UNTIL THE MEETING IN JANUARY.

MRS. WARD STATED THAT WE NEED TO HAVE A PETITION WITH 100 CERTIFIABLE SIGNATURES REQUESTING TO PLACE AN ARTICLE ON THE JANUARY SPECIAL TOWN MEETING WARRANT IN ORDER TO HAVE THE TOWN VOTE TO ALLOW US TO PUT OUR SOLAR ARRAY ON OUR PROPERTY WHICH IS NOT PART OF THE TOWNS SOLAR OVERLAY DISTRICT. THIS ARTICLE WOULD CHANGE THE USE REGULATION SCHEDULE OF THE BOURNE ZONING BY-LAWS FOR THIS PROJECT. SHE STATED THAT ALTHOUGH A VOTE OF THE BOARD WAS NOT NEEDED ATTORNEY O'CONNOR FELT THE BOARD'S SUPPORT WAS IMPORTANT.

THE BOARD VOTED UNANIMOUSLY TO SUPPORT REQUESTING AN ARTICLE ON THE TOWN SPECIAL MEETING WARRANT FOR THIS PURPOSE.

MR. PROPHETT STATED THAT HE FELT THAT SHAYNE LYDON DESERVED A MERIT RAISE OF \$1.00 PER HOUR. HE HAS BEEN DOING EXCELLENT WORK AND HAS SAVED THE DISTRICT CONSIDERABLE MONEY USING HIS ELECTRICAL SKILLS. HE ALSO HAS LEARNED A GREAT DEAL IN THE WATER WORKD FIELD AND IS ALWAYS EAGER TO DO WHATEVER IS ASKED OF HIM.

THE BOARD VOTED UNANIMOUSLY TO APPROVE THE \$1.00 PER HOUR RAISE FOR MR. LYDON.

MR. PROPHETT STATED THAT HE WOULD ALSO LIKE TO REQUEST A \$.50 PER HOUR RAISE FOR RYAN MACDONALD AS HE DID NOT ASK FOR ONE AT HIS SIX MONTH REVIEW WHEN HE WAS MADE A PERMANENT EMPLOYEE. HE FELT THAT AT THAT TIME THERE WERE IMPROVEMENTS THEY NEEDED TO BE MADE BY RYAN WHICH HE NOTED ON HIS REVIEW. SINCE THEN RYAN HAS MADE AN EFFORT TO DO SO.

THE BOARD VOTED UNANIMOUSLY TO ALLOW THE \$.50 RAISE FOR MR. MACDONALD.

**SUPERINTENDENTS REPORT**

We have a working PAX mixer at the South Sagamore glass tank. The cabinet came 11/26 and our men installed it 12/1 and 12/2. Utility Services came back on 12/4 and did the hook up and put it on line. Shayne has been troubleshooting some things to make it run more efficiently. This will be an amazing addition to our water quality. I will be asking in a future agenda, to go forward with the mixer on the steel tank. We just need to purchase the cabinet and Utility Services does the whole job, taps and wiring are all included in the price.

We have been working hard on our backflow program that had stalled a little. From Jan. 1, 2014 to Sept. 12 we had done 32 backflow tests. We have done 91 from Sept. 15 to present. This is not only a must for DEP but it is also income for the District.



**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING DECEMBER 9, 2014**

It has come to light that the National Cemetary has not been being charged for their backflow tests. I investigated and Ralph said he had not done them there while he was here, that Sarian had. I spoke with Sarian she said until they hooked up to Bourne in 2007 Sarian had performed the tests. I spoke with Andy and he said we tested them as far back as Carl Finton except we didn't supply them water until 2007 and there are no records of us performing the tests. Andy said he remembered an agreement where we did not charge them for backflows. We have no record of any agreement in that regard and my suggestion is that going forward they be billed for the service. The Board agreed.

MR. HANDY MADE A MOTION TO ADJOURN, MR. WAY SECONDED THE MOTION AND THE MEETING ADJOURNED AT 9:20AM.

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  
COMMISSIONERS MEETING JANUARY 13, 2015**

THE BOARD DIRECTED MRS. WARD AND MR. PROPHETT TO GET THE NUMBERS IN QUESTION AND FINALIZE THE NUMBERS FOR THE NEXT MEETING.

MR. PROPHETT STATED THAT HE WOULD LIKE THE BOARD TO ALLOW HIM TO GO AHEAD WITH THE INTALLATION OF THE PAX MIXER ON THE SOUTH SAGAMORE STEEL TANK.

THE BOARD VOTED UNANIMOUSLY TO ALLOW HIM TO PROCEED.

**SUPERINTENDENTS REPORT**

To update the roof project, we completed the whole roof with the exception of a small piece where the mast goes through the roof. I am hoping to finish that before Winters end with the completeion of the generator project.

I am currently working on the Annual Statistical Report that is a requirement for D.E.P. an is about 90% complete. The report has to be to them by March 30, 2015 and I wil submit it by the end of January. I am also halfway done with the 2014 CCR report due the end of June.

In regards to the generator project, Nstar came and installed the new pole and the lines across the road. We then cut the driveway and installed the conduit for our new electrical service. We are now waiting for inspection and Nstar to do the hookup. We also have contacted Verizon and Comcast because they also have to move their wires to the new pole and to the back wall.

The Solar update is that we are on the agenda for the Planning Board meeting on Jan. 22 at which Ford is going to represent the District. After that approval we will bo going to the Special Town Meeting on the 26<sup>th</sup> to hoefully get final approval. After today's Commissioner's meeting I have a meeting with Frank, Ford and Phil to go over what is going to be talked about and how at both.

MR. HANDY MADE A MOTION TO ADJOURN, MR. WAY SECONDED THE MOTION AND THE MEETING ADJOURNED AT 9:15AM.

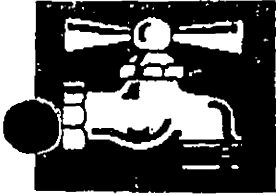
RESPECTFULLY SUBMITTED,

  
\_\_\_\_\_  
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 02559-1447  
Office: 508-563-2294 Fax: 508-564-4661

**MEETING NOTICE  
BOURNE WATER DISTRICT BOARD OF WATER  
COMMISSIONERS  
WEDNESDAY, FEBRUARY 11, 2015  
8:30 A.M.**

Bourne Water District Office  
211 Barlow's Landing Rd., Pocasset

Approval of the following:  
Minutes of the January 13, 2015 meeting  
Jan. Commitment and Abatements  
Weekly Warrant

**AGENDA**  
Regular Session

- NEW BUSINESS**
1. Preliminary Budget Discussion
  2. Lime Tank Hopper Replacements
  3. Water Main and House Service Specifications

**SUPERINTENDENT'S REPORT**

To Town Clerk Please Post: Faxed 2/5/2015 at 2:45 PM

2015 FEB 5 PM 2 44  
TOWN CLERK'S OFFICE  
BOURNE, MASS

**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING FEBRUARY 11, 2015**

THE MEETING WAS DULY POSTED

2015 MAR 17 AM 11 06

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT; <sup>TOWN CLERK'S OFFICE</sup> COMMISSIONERS BRIAN HANDY MICHAEL LYONS AND PETER WAY, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ROBERT PROPHETT.

THE COMMISSIONERS APPROVED AND SIGNED THE MINUTES OF THE JANUARY 13, 2015 MEETING AND THE JANUARY COMMITMENT, THE ABATEMENT LIST AND THE WEEKLY WARRANT.

MRS. WARD STATED THAT THE ARTICLE TO DECLARE THE PHOTOVOLTAIC PROJECT AS MUNICIPAL USE PASSED AT THE SPECIAL TOWN MEETING ON FEBRUARY 10, 2015. MR. PROPHETT STATED THAT WE NEED TO HAVE A SITE PLAN APPROVED BY THE PLANNING BOARD AND THEN WE CAN PROCEED WITH THE PROJECT.

MRS. WARD STATED THAT THE CCMHG BOARD HAD VOTED ON THE RATES FOR MEDICAL, DENTAL AND VISION INSURANCE FOR FY 16. AFTER DECIDING NOT TO USE THE HIGH END OF ALLOWED FUND BALANCE TO OFFSET THE RATES THE FUNDING SCENARIO APPROVED LED TO A 10% INCREASE ACROSS THE BOARD FOR THE VARIOUS ACTIVE PLANS. DENTAL INSURANCE WENT UP SLIGHTLY FROM \$99. TO \$101. PER MONTH FOR A FAMILY PLAN.

MRS. WARD STATED THAT SHE HAD WORKED ON A PRELIMINARY BUDGET FOR FY16 AND GAVE THE BOARD COPIES. SHE STATED THAT OTHER THAN THE AMOUNTS FROM PAYROLL AND MEDICAL INSURANCE NOTHING HAD CHANGED SINCE THE BOARD REVIEWED THE PRELIMINARY BUDGET LAST MONTH. SHE STATED THAT COST OF LIVING INCREASE FOR 2014 WAS 2% AND ASKED THE BOARD IF THEY WERE CONSIDERING A COST OF LIVING INCREASE FOR THE BUDGET. SHE STATED THAT ON THE COPIES OF THE BUDGET A 2% INCREASE WAS INCLUDED WITH THE COST FOR A 3% INCREASE OFF TO THE SIDE .

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO ALLOW A 2% COST OF LIVING INCREASE FOR THE EMPLOYEES IN THE FY16 BUDGET AND TO APPROVE THE BUDGET AS PRESENTED. (ATTACHED)

MR. PROPHETT STATED THAT IN DOING MAINTENANCE TO THE LIME TANKS AT THE STATIONS THE MEN HAD REPORTED THAT THE THREE OF THE LIME HOPPERS WERE IN TOUGH SHAPE. THEY ARE THE ORIGINAL HOPPERS INSTALLED WHEN THE LIME STATIONS WERE BUILT AND DUE TO NORMAL WEAR AND TEAR THEY HAVE RUSTED AND NEED TO BE REPLACED. HE SAID HE HAD GOTTEN SOME ESTIMATES AND DONALDSON TORIT COMPANY CAME IN WITH THE BEST PRICE. THE TOTAL FOR THE UNIT INCLUDING THE MOTOR AND FAN IS \$3,079. THE MOTORS AND FANS THAT WE HAVE ARE STILL WORKING AND WE CAN GET JUST THE HOPPER FOR \$2,627. INCLUDING A 5% DISCOUNT IF THREE UNITS ARE ORDERED.

MR. WAY STATED THAT HE FELT IT MIGHT BE WORTH THE EXTRA TO GET THE WHOLE UNIT RATHER THAN KEEP THE OLD MOTORS AND FANS. MR. PROPHETT STATED THAT HE DIDN'T SEE THE NEED TO REPLACE THEM AS THEY ARE STILL WORKING.

AFTER SOME DISCUSSION THE BOARD DIRECTED HIM TO ORDER ONE COMPLETE UNIT AND TWO HOPPERS, WHICH WOULD ALLOW HIM TO KEEP ONE OF THE OLDER MOTORS AND FANS AS A BACKUP.

MR. PROPHETT ASKED THE BOARD TO FINALIZE THE POLICY FOR WATER MAIN AND HOUSE SERVICES. THE ONLY PART IN QUESTION IS THE SECTION ON SUB-DIVISIONS WITH BOOSTER STATIONS. SOME OF THE LANGUAGE IS NOT CORRECT IN THAT THERE IS NO PRACTICAL WAY TO HOOK UP AN ALARM TO THE BWD SCADA SYSTEM AND THERE IS NO REASON FOR US TO HAVE A KEY TO THE STATION BECAUSE THEY HAVE A LICENSED CONTRACTER THAT RUNS THE STATION

**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING FEBRUARY 11, 2015**

MR. HANDY ASKED HOW IT WAS WORDEED FOR CANAL BLUFFS. MR. PROPHETT STATED THAT WE HAVE THE MINUTES OF THE MEETING AT WHICH THE BOARD VOTED TO APPROVE THE SUB-DIVISION BUT HE HAS BEEN UNABLE TO FIND FOLDERS FOR EITHER PHASE 1 OR PHASE 2 OF THE PROJECT BUT IS ACTIVELY LOOKING.

MR. PROPHETT STATED THAT HE HAD CONTACTED SARIAN COMPANY TO GET A COPY OF THE CONTRACT BETWEEN SARIAN AND HAC FOR CANAL BLUFFS. HE STATED THAT THEY SENT A COPY OF THE NEW UNSIGNED CONTRACT THAT WILL BE IN EFFECT FOR MARCH, 2015 BUT THAT DOES NOT INCLUDE MAINTENANCE OF THE SYSTEM. IN THE MINUTES IT STATES THAT A CONTRACTOR SHOULD BE UNDER CONTRACT TO RUN THE BOOSTER STATION AS WELL AS BE RESPONSIBLE FOR THE MAINS AND HYDRANTS. HE ALSO MENTIONED THAT DON RUGG OF SARIAN TOLD HIM THERE WERE SEVERAL NEW OWNERSHIP CHANGES SINCE THE CONTRACT IN 2008.

MR. HANDY STATED THAT WE DID NOT ACCEPT ANY RESPONSIBILITY FOR THE MAINS AND HYDRANTS WE NEED TO HAVE A CONTRACT SIGNED BY THE ASSOCIATION AND THE BOURNE WATER DISTRICT.

AFTER SOME DISCUSSION THE BOARD VOTED TO TABLE THIS ITEM UNTIL THE FOLDERS WERE FOUND AND THE OWNERSHIP VERIFIED.

## **Supeintendent's Report**

The generater is up and running. Comcast has run their lines across the line and will be back to hook it up inside. Verizon is due to come 2/13 to do their line work.

The CCR is complete and I am waiting for the hard copy to be delivered so we can post them at the required sites. The CCR is on the website and post cards are being included with the Spring bills notifying the customers where to find it.

The PAX mixer box is here but I have had to postpone Utility Services until March because of the snow.

I have looked into a biometric time clock. The cost is roughly \$600. But there is also a monthly fee. I feel the bad points of this far outweigh the good points and don't recommend we get one at this time. I think I can police the time situation myself. The Board agreed.

In light of all the snow the past few weeks I have tried to come up with the best way to handle overtime snow plowing as I feel there may be some abuse. I feel that on minor snow storms the plowing can be done after 8:00 AM and we would delay the office from opening until it's plowed. I will handle larger storms as they come and decide if overtime is necessary.

BOURNE WATER DISTRICT  
COMMISSIONERS MEETING FEBRUARY 11, 2015

MR. LYONS STATED THAT HE HAD STOPPED INTO THE GARAGE AT THE SHOP AND WAS IMPRESSED TO FIND HOW CLEAN AND ORGANIZED IT APPEARED.

MR. HANDY MADE A MOTION TO ADJOURN, MR. WAY SECONDED THE MOTION AND THE MEETING ADJOURNED AT 10:00 AM.

RESPECTFULLY SUBMITTED,

*Nancy Ward*  
NANCY WARD  
DISTRICT CLERK

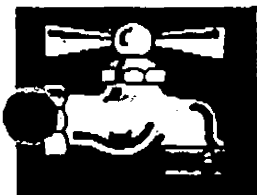
BOARD OF WATER COMMISSIONERS

*Brian S. Handy*  
BRIAN S. HANDY, CHAIRMAN

MICHAEL R. LYONS  
*Michael R. Lyons*  
PETER R. WAY

APPROVED FY16 BUDGET

ARTICLE	APPROPRIATIONS	APPROPRIATIONS	2% FREE CASH	RAISE & APROP WATER	RAISE & APROP TAXES	AVAILABLE FUNDS
	FY15	FY16				
M&O			\$747,494.00			
SALARIES AND WAGES	\$644,500.00	\$632,200.00				
OFFICE EXPENSE	\$84,500.00	\$86,500.00				
PUMPING STATIONS	\$238,000.00	\$235,500.00				
STOCK & EQUIPMENT	\$85,000.00	\$88,000.00				
VEHICLE EXPENSE	\$53,000.00	\$53,000.00				
UNEMPLOYMENT INS	\$1,000.00	\$1,000.00				
INSUR./LIAB/FIRE/MC/AUTO	\$71,000.00	\$74,000.00				
HEALTH INS/MEDICARE	\$227,000.00	\$244,000.00				
TOTAL M&O	\$1,404,000.00	\$1,414,200.00	\$54,200.00	\$1,150,000.00	\$ 210,000.00	
						\$1,414,200.00
DEBT & INTEREST	\$2,000.00	\$2,000.00	\$2,000.00			
STATE ASSESSMENT	\$5,000.00	\$5,000.00	\$5,000.00			
RESERVE FUND	\$25,000.00	\$25,000.00	\$25,000.00			
METERS AND EQUIPMENT	\$100,000.00	\$100,000.00	\$100,000.00			
COUNTY RETIREMENT	\$119,000.00	\$134,000.00	\$134,000.00			
AUDIT	\$9,000.00	\$7,000.00	\$7,000.00			
PAINT/REP/INSPECT TANKS	\$95,000.00	\$125,000.00	\$125,000.00			
TEST WATER SAMPLES	\$17,000.00	\$17,000.00	\$17,000.00			
SCADA	\$5,000.00	\$5,000.00	\$5,000.00			
GASB 45	\$10,000.00	\$10,000.00	\$10,000.00			
STABILIZATION FUND	\$20,000.00	\$20,000.00	\$20,000.00			
MAINS EXT/REP	\$75,000.00	\$75,000.00	\$62,000.00			\$13,000.00
PURCHASE WATER	\$57,000.00	\$57,000.00	\$57,000.00			
truck	\$60,000.00	\$35,000.00	\$35,000.00			
PUMP STATION 4	\$15,000.00	\$ 15,000.00	\$ 15,000.00			
UNIFORMS		\$4,200.00	\$4,200.00			
TOTAL ARTICLES	\$613,000.00	\$636,200.00	\$623,200.00			
						\$13,000.00
TOTAL BUDGET	\$2,017,000.00	\$2,050,400.00	\$677,400.00	\$1,150,000.00	\$ 210,000.00	\$13,000.00
UNEXPENDED FREE CASH			\$70,094.00			\$2,050,400.00



# 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, MARCH 17, 2015 8:30 A.M.

Bourne Water District Office  
211 Barlow's Landing Rd., Pocasset

Approval of the following:  
Minutes of the February 11, 2015 meeting  
Feb. Commitment and Abatements  
Weekly Warrant  
Annual District Meeting warrant

AGENDA  
Regular Session

### NEW BUSINESS

1. Clarification of on call and overtime call outs
2. Merit Raise Christopher Sparadeo
3. Six month Review – Merit Raise John Jensen
4. Six Month Review Supt. Robert Prophett

### SUPERINTENDENT'S REPORT

OPEB TRUSTEES MEETING IMMEDIATELY FOLLOWING THE  
COMMISSIONER'S MEETING

To Town Clerk Please Post: Faxed 3/11/2015 at 2:35 PM

2015 MAR 11 PM 1 20  
TOWN CLERK'S OFFICE  
BOURNE, MASS



**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING MARCH 17, 2015**

I am currently trying to get clarification as to how we take ownership of the mains in new subdivisions and what is needed legally by the District. I will keep you abreast of what I find so we can be in agreement going forward. There are currently no problems I just feel we need to be on top of this issue before a problem arises.

Just to make you aware Davis Hope passed his D-2 exam on Feb, 19<sup>th</sup> and is now working on his D-3. I am trying to get everyone who has taken classes and can upgrade their licenses by taking the test to do so.

MR. HANDY MADE A MOTION TO ADJOURN, MR. WAY SECONDED THE MOTION AND THE MEETING ADJOURNED AT 10:00 AM.

RESPECTFULLY SUBMITTED,

Nancy Ward  
NANCY WARD  
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS

Brian S. Handy  
BRIAN S. HANDY, CHAIRMAN

MICHAEL R. LYONS  
Peter R. Way  
PETER R. WAY

2015 APR 16 AM 9 06  
TOWN CLERK'S OFFICE  
BOURNE, MASS

OPEB TRUST MEETING MARCH 17, 2015

THE MEETING WAS DULY POSTED

THE MEETING WAS CALLED TO ORDER AT 10:00 AM. PRESENT; TRUSTEES BRIAN HANDY, PETER WAY AND NANCY WARD.

MRS. WARD GAVE THE OTHER TRUSTEES COPIES OF THE MONTHLY REPORTS AS WELL AS THE REPORT ON THE ALLOCATION OF FUND IN THE PORTFOLIO.

SHE REPORTED THAT AS OF JUNE 30, 2014 THERE WAS \$108,199.21. AS VOTED AT ANNUAL MEETING \$10,000 WAS ADDED TO THE FUND IN JULY OF 2015. AS OF FEBRUARY 28, 2015 THE VALUE OF THE PORTFOLIO IS \$120,031.84.

MR. HANDY MADE A MOTION TO ADJOURN, MR. WAY SECONDED THE MOTION AND THE MEETING ADJOURNED AT 10:10 AM.

RESPECTFULLY SUBMITTED,

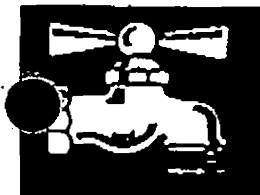
Nancy Ward  
NANCY WARD  
DISTRICT CLERK

OPEB TRUST BOARD OF TRUSTEES

Brian S. Handy  
BRIAN S. HANDY

Peter R. Way  
PETER R. WAY

Nancy E. Ward  
NANCY E. WARD



# BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447  
Pocasset, Massachusetts 02559-1447  
Office: 508-563-2294 Fax: 508-564-4661

## EMERGENCY MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS MONDAY, APRIL 6, 2015 8:00 A.M.

Bourne Water District Office  
211 Barlow's Landing Rd., Pocasset

**AGENDA**  
Emergency Meeting

### NEW BUSINESS

1. Decision to sign contract with IGS Generation for solar array

To Town Clerk Please Post: Faxed 4/3/2015 at 11:50 AM

2015 APR 3 AM 11 45  
TOWN CLERK'S OFFICE  
BOURNE, MASS

**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING APRIL 6, 2015**

THE MEETING WAS DULY POSTED

THE MEETING WAS CALLED TO ORDER AT 8:00 AM. PRESENT; COMMISSIONERS BRIAN HANDY AND MICHAEL LYONS, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ROBERT PROPHETT.

MRS. WARD GAVE THE BOARD COPIES OF THE LETTER OF INTENT WITH IGS GENERATION FOR THEIR REVIEW.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO GO AHEAD WITH THE SOLAR ARRAY PROJECT AND SIGNED THE LETTER OF INTENT.

MR. HANDY MADE A MOTION TO ADJOURN, MR. LYONS SECONDED THE MOTION AND THE MEETING ADJOURNED AT 8:15 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

2015 APR 16 AM 9 07  
TOWN CLERK'S OFFICE  
BOURNE, MASS

**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING MARCH 17, 2015**

**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 ROBERT PROPHETT.**

**THE COMMISSIONERS APPROVED AND SIGNED THE MINUTES OF THE FEBRUARY 11, 2015 MEETING AND THE FEBRUARY COMMITMENT, THE ABATEMENT LIST, THE WEEKLY WARRANT AND THE ANNUAL DISTRICT MEETING WARRANT.**

**MR. PROPHETT STATED THAT HE WOULD LIKE THE BOARD TO CLARIFY THE CHARGE FOR AN AFTER HOURS SERVICE CALL. THE ON CALL CREWPERSON IS GUARANTEED TWO HOURS FOR OVERTIME WHEN CALLED OUT. THE RATE FOR AFTER HOURS LABOR IS \$65.00 PER HOUR. WE HAVE HAD QUITE A FEW REQUESTS FOR ABATEMENT FROM CUSTOMERS WHO QUESTION THE TWO HOUR CHARGE BECAUSE THE MAJORITY OF THE TIME WE ARE PERFORMING A TURN OFF/ON AND DO NOT SPEND TWO HOURS AT THE PROPERTY. MOST OF THE REQUESTS ARE GIVEN AN ABATEMENT OF ½ THE CHARGE. IF WE ARE PAYING FOR TWO HOURS SHOULDN'T WE BE BILLING FOR TWO HOURS?**

**AFTER SOME DISCUSSION THE BOARD STATED THAT IT WAS ALWAYS THEIR INTENTION THAT AN AFTER HOURS SERVICE CALL BE BILLED AT THE TWO HOUR MINIMUM.**

**MR. PROPHETT STATED THAT HE JUST COMPLETED A SIX MONTH REVIEW FOR CHRIS SPARADEO. CHRIS IS A HUGE ASSET TO THE DISTRICT IN THAT HIS WORK ETHIC IS SECOND TO NONE. HE RESPONDS WHENEVER CALLED IN AND MAKES SURE EACH JOB IS TOTALLY FINISHED BEFORE HE MOVES ON TO ANOTHER. THE FOREMAN HAS RECOMMENDED HIM FOR A MERIT RAISE AND I ALSO BELIEVE HE DESERVES A MERIT RAISE AND WOULD LIKE THE BOARD TO CONSIDER A \$.50 PER HOUR RAISE FROM \$21.50 TO \$22.09.**

**THE BOARD VOTED UNANIMOUSLY TO ALLOW THE RAISE.**

**MR. PROPHETT STATED THAT JOHN JENSEN HAS COMPLETED HIS SIX MONTH PROBATIONARY PERIOD. MR. PROPHETT REPORTED THAT HE IS VERY HAPPY WITH HIS PERFORMANCE AND WOULD LIKE THE BOARD TO CONSIDER MAKING HIM A PERMANENT EMPLOYEE. JOHN IS DOING ON CALL AND WEEKEND STATIONS NOW AND HAS CREATED A HYDRANT FLUSHING PROGRAM FOR THE DISTRICT. HE STATED THAT HE WOULD ALSO LIKE THE BOARD TO CONSIDER A \$.50 PER HOUR MERIT RAISE AS WELL.**

**THE BOARD VOTED UNANIMOUSLY TO MAKE JOHN JENSEN A PERMANENT EMPLOYEE AND TO ALLOW THE \$.50 PER HOUR RAISE.**

**MRS WARD STATED THAT MR. PROPHETT HAS BEEN IN HIS POSITION FOR SIX MONTHS AND SHE WOULD LIKE TO MAKE THE BOARD AWARE OF THE PROGRESS MADE IN THAT TIME.**

**THERE ARE MANY PROJECTS THAT HAVE BEEN IN THE WORKS FOR THE PAST 4 YEARS THAT HAVE BEEN COMPLETED:**

**OFFICE ROOF – APPROPRIATED \$8,000 – ESTIMATE 3 YEARS LATER \$14,000 BOB COMPLETED THE ROOF WITH THE HELP OF THE MEN FOR \$3,147**

**THE GENERATOR PROJECT HAS BEEN COMPLETED WITH ONLY THE ASPHALT REPLACEMENT TO BE FINISHED TOTAL COST FY14&FY15 \$16,244.77 WITH \$495. EXPECTED FOR ASPHALT**

**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING MARCH 17, 2015**

THE PAX MIXER AT THE GLASS TANK IN SOUTH SAGAMORE IS COMPLETE WITH THE STEEL TANK READY TO BE INSTALLED WHEN THE SNOW RECEDES.

HE IS HAVING SHAYNE GO FROM STATION TO STATION BRINGING THE ELECTRICAL JOBS DONE IN THE PAST UP TO CODE AS WELL AS FINISHING ALL THE ALARMS SO THEY ARE WIRED BACK TO THE MAIN STATION FOR SCADA

BOB INSTITUTED A NEW POLICY FOR OVERTIME PLOWING IN THAT IF THE SNOW IS OVER 6" ONE MAN COMES IN EARLY TO PLOW THE OFFICE. UNDER THAT THE PLOWING IS DONE ON REGULAR DISTRICT TIME, WHICH HAS CUT OUT OVERTIME ABUSE.

ALL REGULAR MAINTENANCE PROGRAMS ARE UP AND RUNNING WITH AN ORGANIZED APPROACH. DURING THE SNOW ISSUE IT WAS ON HOLD TO MAKE TIME FOR DIGGING OUT HYDRANTS BUT IS NOW BACK UP AND RUNNING. A FORMAL FLUSHING PROGRAM HAS BEEN PUT IN PLACE AND WILL BE ADHERED TO.

THE OFFICE IS MADE AWARE OF ALL REPAIRS AND INVOICABLE JOBS. THE INFORMATION FOR THE INVOICES IS PROVIDED IMMEDIATELY AFTER THE JOB IS COMPLETE SO IT CAN BE INVOICED. BILLING IS NOW CONSIDERED A PRIORITY AND HE IS VERY CO-OPERATIVE WITH THE OFFICE WHICH MAKES THINGS RUN MUCH SMOOTHER.

BOB HAS BEEN RESEARCHING THE MINUTES TO GET A BETTER FEEL FOR THE POLICIES THAT ARE IN PLACE.

I FEEL THAT BOB WILL GROW INTO THE JOB VERY WELL AND WILL BE A VALUABLE ASSET TO THE BOURNE WATER DISTRICT FOR YEARS TO COME. I FEEL THE BOARD SHOULD CHANGE HIS STATUS FROM PROBATIONARY TO PERMANENT AND CONSIDER A RAISE AS WELL.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO CHANGE THE STATUS OF THE SUPERINTENDENT'S JOB FROM PROBATIONARY TO PERMANENT. MR. WAY STATED THAT HE WOULD RATHER TABLE THE DISCUSSION REGARDING A RAISE UNTIL THE NEXT MEETING WHEN THE FULL BOARD WAS PRESENT. MR. HANDY AGREED.

### **Supintendent's Report**

I want to take this time to say thank you to Nancy and the Board, especially for the best 6 months of my working career. It has been a pleasure to work with all of you and be a part of this amazing district. I want you to know that Nancy, Kathy Dottie and the crew are the most incredible team I have ever worked with. They all take their jobs very seriously and excel at them. I have, over the last 6 months, been able to reflect back and understand the importance of having all of them and why I can say so adamantly that we are so lucky to have them all.

I am glad to say that we are coming to the end of the generator project. All that is left to be done is the asphalt patch and the repair of the wall where the old meter was positioned.



**BOURNE WATER DISTRICT**

211 Barlow's Landing Road, P.O. Box 1447  
Pocasset, Massachusetts 02559-1447  
Office: 508-563-2294 Fax: 508-564-4661

2015 APR 10 AM 8 30

TOWN CLERK'S OFFICE  
BOURNE, MASS

**MEETING NOTICE  
BOURNE WATER DISTRICT BOARD OF WATER  
COMMISSIONERS  
THURSDAY, APRIL 16, 2015  
8:30 A.M.**

Bourne Water District Office  
211 Barlow's Landing Rd., Pocasset

- Approval of the following:
- Minutes of the March 17, 2015 meeting
  - Minutes of the OPEB Trust meeting
  - Minutes of the April 6, 2015 emergency meeting
  - March Commitment and Abatements
  - Weekly Warrant

**AGENDA**  
Regular Session

**NEW BUSINESS**

1. Six Month Salary Review Supt. Robert Prophet
2. Approval to sign Joint Base Cape Cod Water Management Act
3. Final Budget Approval

**SUPERINTENDENT'S REPORT**

To Town Clerk Please Post: Faxed 4/10/2015 at 8:05 AM

**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING APRIL 16, 2015**

2015 MAY 19 PM 9 00

THE MEETING WAS DULY POSTED

TOWN CLERK'S OFFICE  
BOURNE, MASS

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT: COMMISSIONERS BRIAN HANDY, PETER WAY AND MICHAEL LYONS, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ROBERT PROPHETT.

MRS. WARD STATED THAT AT THE LAST MEETING THE BOARD VOTED TO MAKE MR. PROPHETT THE PERMANENT SUPERINTENDENT AND REMOVE THE PROBATIONARY STATUS BUT THE BOARD ELECTED TO WAIT UNTIL ALL THREE MEMBERS WERE PRESENT TO DISCUSS THE SIX MONTH SALARY REVIEW PROMISED WHEN HE WAS HIRED. SHE STATED THAT SHE FELT MR. PROPHETT WAS DOING A VERY GOOD JOB. ALL MAINTENANCE PROGRAMS ARE BACK ON TRACK AND THE MAJORITY OF THE PROJECTS THAT HAVE BEEN PUT ON HOLD FOR SEVERAL YEARS ARE EITHER DONE OR CLOSE TO BEING COMPLETED. SHE RECOMMENDED THAT THE BOARD CONSIDER AN INCREASE OF \$5,000. TO THE \$65,000. SALARY APPROVED WHEN HE WAS HIRED AND ANOTHER \$5,000. WHEN HIS LICENSES BECAME "IN FULL" IN SEPTEMBER.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO APPROVE A \$5,000. RAISE NOW AND REVIEW HIS SALARY IN SEPTEMBER.

MR. PROPHETT STATED THAT HE HAD E-MAILED THE BOARD COPIES OF THE JOINT BASE CAPE COD WATER MANAGEMENT ACT (attached) FOR THEIR REVIEW BEFORE THE MEETING. HE STATED THAT THE OTHER MEMBERS OF THE CO-OP BOARD, AS WELL AS THE INVOLVED PARTIES FROM THE BASE, HAVE SIGNED THE ACT. BOURNE WATER DISTRICT IS THE ONLY CO-OP MEMBER THAT HAS NOT SIGNED THE ACT AND HE WOULD LIKE THE BOARD'S PERMISSION TO SIGN IT AS THE SUPERINTENDENT CO-OP BOARD MEMBER FOR BOURNE WATER DISTRICT. HE EXPLAINED THAT IT'S BASICALLY A MIRROR OF THE TOWN OF BOURNE WATER MANAGEMENT ACT THROUGH IT'S BY-LAWS AND THE JOINT BASE CAPE COD MANAGEMENT ACT ONLY CONTAINED THE PLAN TO PROTECT GROUNDWATER ON THE BASE.

AFTER SOME DISCUSSION THE BOARD VOTED TO ALLOW HIM TO SIGN THE ACT.

MRS. WARD STATED THAT IN LIGHT OF THE BOARD'S DECISION TO ALLOW MR. PROPHETT A \$5,000 RAISE AND REVIEW HIS SALARY AGAIN IN SEPTEMBER SHE REQUESTED THE BOARD ALLOW HER TO ADD \$9,000 TO THE BUDGET THEY HAD ALREADY APPROVED FOR FY16 WHICH WOULD BE BROUGHT TO THE PEOPLE OF THE DISTRICT FOR APPROVAL AT THE ANNUAL MEETING ON APRIL 27, 2015. SHE STATED THIS WOULD CHANGE THE BUDGET FROM \$2,050,400. TO \$2,059,400. AND STILL LEAVE \$61,094. IN UNEXPENDED FREE CASH.

THE BOARD VOTED UNANIMOUSLY TO ALLOW HER TO ADJUST THE BUDGET BY \$9,000.

**SUPERINTENDENTS REPORT**

THE PAX MIXER IS BEING INSTALLED TODAY ON THE STEEL TANK IN SOUTH SAGAMORE AND SHOULD BE COMPLETED BY TOMORROW. THE MEN WORKED YESTERDAY TO REMOVE AN ICE CHUNK IN THE TANK THAT WAS THE SIZE OF THE TANK AND 8 INCHES THICK. THE MIXER SHOULD PREVENT THIS IN THE FUTURE.

HALEY AND WARD WILL BE COMING FRIDAY TO PERFORM THE 5 YEAR INSPECTION WHILE THE TANK IS EMPTY. I WAS ASKED AT THE LAST MEETING IF THERE WAS A WAY OF KNOWING IF THERE WERE ANY PROBLEMS WITH THE MIXERS OPERATION. SHAYNE HAS BEEN WORKING ON WIRING AN ALARM THAT WOULD INTERFACE WITH THE SCADA SYSTEM AND SET OFF A WARNING AT STATION 1. THIS WILL BE OPERATIONAL BY THE END OF THE MONTH. THE MIXER THAT WAS PREVIOUSLY INSTALLED AT THE GLASS TANK IN SOUTH SAGAMORE HAS BEEN WORKING FINE.



**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING APRIL 16, 2015**

MR. LYONS ASKED WHAT KIND OF ALARM WOULD IT BE? MR. PROPHETT STATED THERE WOULD BE A RED FLASHING ALARM THAT WOULD SIGNAL IF THE MOTOR WAS NOT RUNNING. WE WILL BE ABLE TO TELL THE EFFECT OF THE MIXER WHEN WE DO SAMPLING. MR. HANDY STATED THAT THE ALARM WOULD NOT NOTIFY YOU IF A BLADE FELL OFF ONLY IF THE MOTOR WAS NOT RUNNING. MR. PROPHETT SAID THAT WAS TRUE WE WOULD HAVE TO MONITOR THE BLADES PERIODICALLY.


AS THE BOARD REQUESTED I SENT YOU A STATEMENT OF MY FUTURE PLANS FOR THE DISTRICT GOING FORWARD AND WAS ASKED TO INFORM YOU OF ANYTHING THAT WILL BE TAKING PLACE. I AM HOPING TO UPGRADE THE MAIN ON DODGE CITY WAY FROM A 1 INCH LINE, WHICH SERVES TWO HOUSES WITH ONE SERVICE TO A 2 INCH LINE WITH SEPARATE SERVICES FOR EACH HOUSE AS WE HAVE RECEIVED COMPLAINTS ABOUT LOW WATER PRESSURE. THE COST OF THIS UPGRADE WILL BE MINIMAL. WE ALREADY HAVE THE PIPE AND IT SHOULD ONLY TAKE 2 DAYS TO COMPLETE.

LAST WEEK MAHER SERVICES CAME TO INSPECT THE PUMP AT STATION 3. THURSDAY PETER MAHER E-MAILED ME PICTURES OF THE UPPER SHAFT AND THE PUMP WHICH BOTH NEED TO BE REPLACED. HE SUGGESTED WE GO WITH A STAINLESS STEEL IMPELLAR RATHER THAN A BRASS IMPELLAR. THE STAINLESS STEEL HAD A LONGER LIFE AT 15-20 YEARS. MR. LYONS ASKED HOW OLD THE PUMP WAS. MR. PROPHETT STATED IT WAS REPLACED IN 2000.

I WOULD LIKE TO THANK THE BOARD FOR YOUR CONTINUED SUPPORT AND GREAT INPUT ON EVERYTHING.

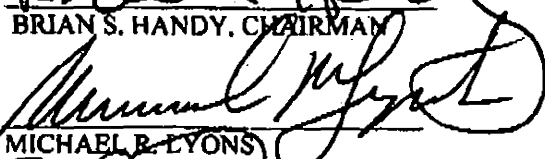
MR. HANDY MADE A MOTION TO ADJOURN, MR. LYONS SECONDED THE MOTION AND THE MEETING ADJOURNED AT 9:00 AM.


RESPECTFULLY SUBMITTED,

  
NANCY WARD  
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS

  
BRIAN S. HANDY, CHAIRMAN

  
MICHAEL R. LYONS

  
PETER R. WAY

**BOURNE WATER DISTRICT**

2015 FEB 10 AM 8 10

**NOTICE TO THE REGISTERED VOTERS OF THE TOWN OF BOURNE RESIDING WITHIN  
THE BOUNDARIES OF THE BOURNE WATER DISTRICT**

TOWN CLERK'S OFFICE  
BOURNE, MASS

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 MONDAY, APRIL 27, 2015 AT THE JAMES F. PEEBLES  
ELEMENTARY SCHOOL, 70 TROWBRIDGE ROAD, BOURNE, MA FROM 5:00PM TO 7:00  
PM**

LAST DAY TO OBTAIN NOMINATION PAPERS IS MARCH 6, 2015.

LAST DAY TO SUBMIT NOMINATION PAPERS WITH THE BOURNE WATER DISTRICT CLERK  
FOR CERTIFICATION OF VOTER REGISTRATION IS MARCH 9, 2015.

LAST DAY TO REGISTER TO VOTE WITH THE BOURNE TOWN CLERK FOR PARTICIPATION  
IN THIS ELECTION IS APRIL 7, 2015.

ABSENTEE BALLOT APPLICATIONS ARE AVAILABLE AT THE BOURNE WATER DISTRICT  
OFFICE

*To: Town Clerk  
Please Post  
Fixed 2/9/15 @ 3:15 PM*

REPORT OF THE ANNUAL DISTRICT MEETING APRIL 27, 2015

2015 MAY 19 AM 9 01

REPORT OF THE ANNUAL DISTRICT MEETING  
HELD ON APRIL 27, 2015 AT THE  
JAMES F. PEEBLES SCHOOL

TOWN CLERK'S OFFICE  
BOURNE, MASS

CLERK, NANCY WARD GAVE OATH TO THE TELLERS AND BALLOT CLERKS KATHLEEN DRAKE AND DOROTHY HACK. 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, 2015; 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 \$1,360,000.00 AND TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$63,200.00 FOR A TOTAL OF \$1,423,200.00 FOR THE REGULAR EXPENSES OF THE DISTRICT FOR THE FISCAL YEAR BEGINNING JULY 1, 2015 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 27, 2015

**MOTION 2.** MR. LYONS MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$2,000.00 FOR 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 \$5,000.00 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 \$100,000.00 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) \$134,000.00 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 27, 2015**

**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, 2014 OR ACT ANYTHING THEREON.

**MOTION 7.** MR. HANDY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$7,000.00 FOR AN AUDIT OF THE DISTRICT'S BOOKS AND RECORDS FOR THE FISCAL YEAR ENDING JUNE 30, 2014. 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 TANK MIXERS AND FOR PAINTING, 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) \$125,000.00 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 \$17,000.00 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) \$5,000.00 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 ADDED TO THE BOURNE WATER DISTRICT OPEB TRUST FUND IN ACCORDANCE WITH MASSACHUSETTS GENERAL LAWS, CHAPTER 32B, SECTION 20, OR ACT ANYTHING THEREON.

**MOTION 11.** MR. LYONS MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$10,000.00 TO BE ADDED TO THE BOURNE WATER DISTRICT OPEB TRUST FUND IN ACCORDANCE WITH MASSACHUSETTS GENERAL LAWS, CHAPTER 32B, SECTION 20, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

## REPORT OF THE ANNUAL DISTRICT MEETING APRIL 27, 2015

**ARTICLE 12.** 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 12.** MR. WAY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$20,000.00 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 FY2013 (THE PRIOR YEAR)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 13.** 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 13.** MR. HANDY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$62,000.00 AND TRANSFER FROM AVAILABLE FUNDS (CAPITAL IMPROVEMENT FUND) \$13,000.00 FOR A TOTAL OF \$75,000.00 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 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 THE PURCHASE OF WATER FROM THE UPPER CAPE REGIONAL WATER SUPPLY COOPERATIVE, OR ACT ANYTHING THEREON.

**MOTION 14.** MR. LYONS MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$57,000.00 TO BE USED FOR THE PURCHASE OF WATER FROM THE UPPER CAPE REGIONAL WATER SUPPLY COOPERATIVE. 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 WORK TRUCK AND SELL OR TRADE ONE WORK TRUCK, OR ACT ANYTHING THEREON.

**MOTION 15.** MR. WAY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$35,000.00 TO BE USED TO PURCHASE ONE WORK TRUCK AND SELL OR TRADE ONE WORK TRUCK, 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 TO INSPECT, REPAIR OR REPLACE THE PUMP AT STATION 4, OR ACT ANYTHING THEREON.

**MOTION 16.** MR. HANDY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$15,000.00 TO BE USED TO INSPECT, REPAIR OR REPLACE THE PUMP AT STATION 4. THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

**ANNUAL DISTRICT MEETING - APRIL 27, 2015**

**PRECINCT 4**

1. KATHLEEN DRAKE - 28 OLD MONUMENT NECK RD. \*
2. ANDREW CAMPBELL - 13 BELL RD. \*
3. ROBIN MCINTYRE - 13 BELL RD. \*
4. ROBERT PROPHETT - 9 ARBUTUS ST. \*

**PRECINCT 5**

5. MICHAEL R. LYONS - 4 HARWOOD DRIVE \*
6. NANCY WARD - 80 WILLIAMS AVE. \*
7. KENNETH WARD - 80 WILLIAMS AVE.
8. DOROTHY HACK - 4 PORTSIDE DR. \*

**PRECINCT 6**

9. BRIAN S. HANDY - 1312 ROUTE 28A \*
10. WILLIAM E. HICKEY - 130 ELGIN RD. \*
11. PETER R. WAY - 69 BELL BUOY RD. \*

**PRECINCT 7**

12. CYNTHIA WARD - 3 SILVER BIRCH LN.

\* ATTENDED MEETING

REPORT OF THE ANNUAL DISTRICT MEETING APRIL 27, 2015

**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 PURCHASE UNIFORMS FOR THE CREW, OR ACT ANYTHING THEREON.**

**MOTION 17. MR. LYONS MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$4,200.00 TO BE USED TO PURCHASE UNIFORMS FOR THE CREW, 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 APPROVE THE ANNUAL REPORT OF THE DISTRICT FOR FY14, OR ACT ANYTHING THEREON**

**MOTION 18. MR. WAY MOVED THE DISTRICT VOTE TO APPROVE THE ANNUAL REPORT OF THE DISTRICT FOR FY2014. 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 12 BALLOTS CAST, 12 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. WAY MADE A MOTION TO ADJOURN THE MEETING, MR. LYONS SECONDED THE MOTION AND THE MODERATOR ADJOURNED THE MEETING AT 7:12 PM.**

RESPECTFULLY SUBMITTED,

*Nancy Ward*  
NANCY WARD  
DISTRICT CLERK

APPROVED:  
BOARD OF WATER COMMISSIONERS

*Brian S. Handy*  
BRIAN S. HANDY, CHAIRMAN 2018

*Michael R. Lyons*  
MICHAEL R. LYONS 2016

*Peter R. Way*  
PETER R. WAY 2017



BOURNE WATER DISTRICT  
ANNUAL DISTRICT MEETING WARRANT, APRIL 27, 2015

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 :

2015 APR 11 PM 4:17  
TOWN CLERK'S OFFICE  
BOURNE, MASS

JAMES F. PEEBLES ELEMENTARY SCHOOL  
APRIL 27, 2015

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 27, 2015 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, 2015; 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.

BOURNE WATER DISTRICT  
ANNUAL DISTRICT MEETING WARRANT, APRIL 27, 2015

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, 2015 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 ADDED TO THE BOURNE WATER DISTRICT OPEB TRUST FUND IN ACCORDANCE WITH MASSACHUSETTS GENERAL LAWS, CHAPTER 32B, SECTION 20, 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 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 FY14 FROM THE BETTERMENTS ASSESSED ON SALT MARSH LANE 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 USED FOR WATER MAIN EXTENSION AND REPAIR, 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 TO PURCHASE WATER, 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 USED TO PURCHASE ONE WORK TRUCK AND SELL OR TRADE ONE WORK TRUCK, 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 INSPECT, REPAIR OR REPLACE THE PUMP AT STATION 4, OR ACT ANYTHING THEREON.

BOURNE WATER DISTRICT  
ANNUAL DISTRICT MEETING WARRANT, APRIL 27, 2015


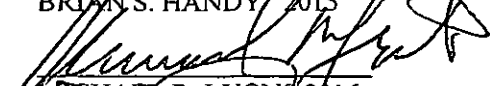

ARTICLE 17. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED TO PURCHASE UNIFORMS FOR THE CREW, OR ACT ANYTHING THEREON.

ARTICLE 18. TO SEE IF THE DISTRICT WILL VOTE TO ACCEPT THE ANNUAL REPORT OF THE DISTRICT FOR FY14, 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 *17*TH DAY OF MARCH, 2015


SIGNED:  
THE BOARD OF WATER COMMISSIONERS

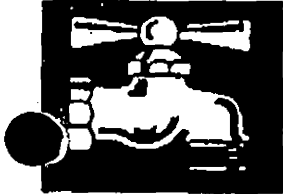
  
BRIAN S. HANDY 2015  
  
MICHAEL R. LYONS 2016  
  
PETER R. WAY 2017

BARNSTABLE SS APRIL *4*, 2015. 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 Ward  
District Clerk



# 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, MAY 19, 2015 8:30 A.M.

2015 MAY 12 AM 11 01  
TOWN CLERK'S OFFICE  
BOURNE, MASS

Bourne Water District Office  
211 Barlow's Landing Rd., Pocasset

Approval of the following:  
Minutes of the April 16, 2015 meeting  
Minutes of the April 27, 2015 Annual Meeting  
April Commitment and Abatements  
Weekly Warrant

**AGENDA**  
Regular Session

### NEW BUSINESS

1. Elect a chairman and Assistant Treasurer
2. Request from Cataumet Club to use a hydrant for precautionary fire protection for their annual Summer bonfire in August

### SUPERINTENDENT'S REPORT

To Town Clerk Please Post: Faxed 5/12/2015 at 11:00 AM

**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING MAY 19, 2015**

THE MEETING WAS DULY POSTED

2015 JUL 21 AM 9 31

TOWN CLERK'S OFFICE  
BOURNE, MASS

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT; COMMISSIONERS BRIAN HANDY, PETER WAY AND MICHAEL LYONS, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ROBERT PROPHETT.

THE BOARD SIGNED THE MINUTES OF THE APRIL 16, 2015 COMMISSIONERS MEETING AND THE REPORT OF THE ANNUAL DISTRICT MEETING ON APRIL 27, 2015. THE BOARD SIGNED THE APRIL COMMITMENT AND ABATEMENT LIST AND THE WEEKLY WARRANT.

MRS. WARD STATED THAT THE BOARD NEEDED TO ELECT A CHAIRMAN AND ASSISTANT TREASURER FOR THE ENSUING YEAR.

MR. LYONS MADE A MOTION TO ELECT BRIAN HANDY AS CHAIRMAN AND ASSISTANT TREASURER, MR. WAY SECONDED THE MOTION AND THE BOARD VOTED UNANIMOUSLY TO ELECT MR. HANDY AS CHAIRMAN OF THE BOARD AND ASSISTANT TREASURER.

MR. PROPHETT STATED THAT PETER FISHER OF THE CATAUMENT CLUB CALLED TO SEE IF THEY COULD HAVE THE USE OF A HYDRANT FOR THEIR ANNUAL CLAM BOIL AND BON FIRE. THE FIRE DEPARTMENT SUGGESTED THAT HE HAVE FIRE PROTECTION AS A PRECAUTIONARY MEASURE. SINCE THEY ARE A LOCAL GROUP IN OUR DISTRICT AND MOST LIKELY WILL NOT USE THE HYDRANT, HE SUGGESTED WE WAIVE THE \$75.00 HYDRANT FEE.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO ALLOW THE HYDRANT USE AT NO CHARGE.

**SUPERINTENDENTS REPORT**

Mr. Prophett stated that the pax mixer installation on both Sagamore tanks is complete and they have been wired to the Scada system to alert us if there are any problems Mr. Handy asked how the inspection of the steel tank went. Mr. Prophett stated that there was one area of concern that Utility Services epoxied, at no charge, before the tank was refilled but the rest of the tank looked good.

Mr. Prophett stated the the new 2" line was installed on Dodge City Way at minimal cost to the District, with the only expenditure being a \$22. Tapping sleeve. The customers at the end of the line have reported much better pressure.

He stated that the sidewall on the office is complete other than the freeze board on the top of the wall. Mr. Lyons stated that it looked good and thanked Mr. Prophett for completing the project and saving the District money.

Mr. Prophett stated that there has been a set back in the solar project. The Town posted the Planning board meeting at which the zoning change was approved by the Planning Board for 14 days but the meeting was held 13 days later. The Attorney General rejected the article approved at the Special Town Meeting because of a defect in the posting requirements. The Town is correcting the problem by posting again in the paper for 14 days and then at the Town Hall for 22 days during which time anyone with any objections can come forward, after that it will go back to the Attorney General for review and approval and we should be able to proceed.

**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING MAY 19, 2015**

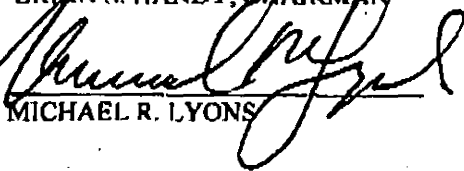
MR. HANDY MADE A MOTION TO ADJOURN, MR. LYONS SECONDED THE MOTION AND THE MEETING ADJOURNED AT 8:45 AM.

RESPECTFULLY SUBMITTED,

  
NANCY WARD  
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS

  
BRYAN S. HANDY, CHAIRMAN

  
MICHAEL R. LYONS

\_\_\_\_\_  
PETER R. WAY



**BOURNE WATER DISTRICT** AM 11 16

211 Barlow's Landing Road, P.O. Box 1447  
Pocasset, Massachusetts 02559-1447  
Office: 508-563-2294 Fax: 508-564-4661  
TOWN CLERK'S OFFICE  
BOURNE, MASS

**MEETING NOTICE  
BOURNE WATER DISTRICT BOARD OF WATER  
COMMISSIONERS  
TUESDAY, JUNE 9, 2015  
8:30 A.M.**

Bourne Water District Office  
211 Barlow's Landing Rd., Pocasset

Approval of the following:  
Minutes of the MAY 19, 2015 meeting  
MAY Commitment and Abatements  
Weekly Warrant

**AGENDA**  
Regular Session

**NEW BUSINESS**

1. Board approval of contract with Canal Bluffs owners and permission for Superintendent to sign
2. Request from Tom Donovan to revise the cost of backflow charges when multiple units are tested at the same time.
3. Solar array update

**SUPERINTENDENT'S REPORT**

To Town Clerk Please Post: Faxed 6/3/2015 at 11:10AM

**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING JUNE 9, 2015**

THE MEETING WAS DULY POSTED

2015 JUL 21 AM 9 31

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT COMMISSIONERS BRIAN HANDY, PETER WAY AND MICHAEL LYONS, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ROBERT PROPHETT.  
BOURNE, MASS

THE BOARD SIGNED THE MINUTES OF THE MAY 19, 2015 COMMISSIONERS MEETING, MAY COMMITMENT AND ABATEMENT LIST AND THE WEEKLY WARRANT.

THE BOARD LOOKED OVER THE CONTRACT (attached) TO BE SIGNED BY BOTH OWNERS OF CANAL BLUFFS AND THEN RETURNED TO US FOR SIGNATURE. MRS. WARD STATED THAT ATTY. O'CONNOR HAD GONE OVER THEM AND ADDED SEVERAL SECTIONS. MR. HANDY STATED HE FELT THERE SHOULD BE A SEPARATE DOCUMENT, SENT CERTIFIED MAIL, WHICH WOULD INCLUDE THE MINUTES DETAILING THE VOTE OF THE BOARD NOT TO TAKE OWNERSHIP OF THE MAINS AND HYDRANTS IN THE SUBDIVISION AND THAT THE OWNERS OF THE SUBDIVISION HAVE OWNERSHIP AND RESPONSIBILITY FOR THE MAINS AND HYDRANTS.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO HAVE MR. PROPHETT SEND THE CONTRACT AS WELL AS A SEPARATE DOCUMENT STATING TO BOTH OWNERS THAT THEY OWN THE MAINS AND HYDRANTS IN CANAL BLUFFS AND ARE RESPONSIBLE FOR ANY REPAIRS TO THE MAINS.

MRS. WARD GAVE THE BOARD A LETTER FROM THOMAS DONOVAN (attached) REQUESTING WE RESTRUCTURE OUR RATES FOR BACKFLOW TESTING FOR CUSTOMERS WITH MORE THAN TWO TESTABLE DEVICES. HIS REQUEST WAS THAT IF MULTIPLE BACKFLOW TESTS ARE DONE AT THE SAME TIME WITH NO DELAY GETTING FROM UNIT TO UNIT BY THE BUILDING OWNER THAT THE CHARGE WOULD BE \$75.00 EACH FOR THE FIRST TWO UNITS AND A CHARGE OF \$40.00 EACH FOR THE REST OF THE UNITS TESTED.

MR. PROPHETT STATED THAT HE FELT THIS WAS A SERVICE THAT IS DICTATED BY D.E.P. IT IS NOT JUST THE TIME SPENT DOING THE TEST, WE HAVE TO GET AND KEEP PEOPLE LICENSED AS WELL AS HAVE OUR EQUIPMENT CALIBRATED. MRS. WARD ASKED IF THERE WAS A NEW REGULATION FROM D.E.P. THAT A CROSS CONNECTION CONTROL SURVEY BE DONE AT THE SAME TIME, WHICH ALSO REQUIRED LICENSING. MR. PROPHETT STATED THERE WAS. MR. HANDY ASKED WHAT THAT ENTAILED. MR. PROPHETT STATED THAT IT WAS AN INSPECTION OF THE PROPERTY THAT WOULD DETECT ANY PLUMBING CHANGES THAT WOULD CREATE A SITUATION THAT WOULD ADVERSELY AFFECT THE WATER SYSTEM.

MR. WAY STATED THAT WE CAN'T TAYLOR THE RATES TO EACH SCENARIO BECAUSE THERE ARE TOO MANY DIFFERENT SCENARIOS IN THE DISTRICT. THIS IS A FLAT RATE FOR A TEST AND A TEST IS A TEST NO MATTER HOW MANY YOU DO.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO KEEP THE RATE AT \$75.00 PER UNIT TESTED NO MATTER HOW MANY BUILDINGS WITH BACKFLOW UNITS WERE TESTED CONSECUTIVELY.

MRS. WARD STATED THAT SHE HAD SPOKEN WITH THE TOWN CLERK IN REGARDS TO THE TIME FRAME FOR APPROVAL OF OUR ARTICLE ON THE SPECIAL TOWN MEETING WARRANT IN FEBRUARY. THE ARTICLE WAS NOT INITIALLY APPROVED BECAUSE THE TOWN HAD VIOLATED POSTING REQUIREMENTS IN THAT A PLANNING BOARD MEETING WAS POSTED 14 DAYS AHEAD



**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING JUNE 9, 2015**

OF TIME BUT WAS HELD ON THE 13<sup>TH</sup> DAY. THE TOWN CLERK ADVERTISED THE ISSUE ACCORDING TO STATE LAW ON MAY 13, 2015, THE REQUIRED 21 DAYS PASSED WITH NO ADVERSE COMMENT AND THE TOWN CLERK SENT IN THE ATTESTATION TO THE ATTORNEY GENERAL FOR APPROVAL. THE ATTORNEY GENERAL HAS 90 DAY IN WHICH TO MAKE A DECISION WHICH COULD TAKE US TO SEPTEMBER BEFORE WE COULD START CONSTRUCTION BUT THE DECISION COULD HOPEFULLY COME SOONER.

MR. PROPHETT STATED THAT WE HAD RECEIVED THE DRAFT CONTRACTS FROM IGS, WENT THROUGH THEM WITH FORD AND THEY WILL BE FINALIZED FOR SIGNATURE SHORTLY. IN SPEAKING WITH FRANK FROM BEAUMONT THERE WILL BE A REVIEW BY THE CAPE COD COMMISSION WHICH FRANK FELT CONFIDENT WOULD BE A FORMALITY AND WE COULD PROCEED AT THAT POINT ONCE THE ATTORNEY GENERAL APPROVED THE VOTE.

**SUPERINTENDENTS REPORT**

We have been hammering on the backflow testing we have 90 done with the first round of testing, we have 18 left to test out of 140. The total that has been invoiced is \$7575.00 that represents 95 tests. (the schools and town of Bourne do not pay for theirs.) They make up the 27 tests. With the 18 left in the first round and the second round tests we have another \$4125.00 that are billable bringing the total to \$11,700.00 in backflow testing. We will stay active and on this seeing that it has lacked attention before.

The meter replacement is going well we have just over 1000 left to change out and Kathy is doing a nice job keeping the meter changes coming in. My estimate on completion is 2 years with the money available and the dedication on the guy's part. We would like to see this finish sooner than later. Again I will be keeping on this issue because it needs to be up to date and complete. Just to touch on another issue with meters the reading equipment (Orion laptop is out of date.) Badger and Stiles has informed me that in the near future the software that makes up our billing is going to change. I only had one conversation with Stiles so I am not completely sure of the whole new system but they did say that they are going to move to using the Cloud for all the information. I will keep you up to date on this issue as I get informed.

Mr. Lyons suggested Mr. Prophett check with other superintendents in regards to the experiences with their meter companies.

The hydrant program is going well. John started in April full time and to date has done the maintenance and repairs on 90 hydrants. John has been taking them apart replacing what needs to be replaced and checking all that goes with them. He has prepared sheets that go along with every hydrant what has been fixed and whether or not they need to be replaced. To date there are 3 hydrants that are in need of replacement and we will get those replaced in a timely manner. This part of the hydrant program has to be done throughout the system before we can start the flushing program that John also came up with so that we can make sure everything works because it is not possible to stop in the middle of flushing. With that being said I will be looking to get John on the next agenda for a pay increase he is a huge asset for Bourne Water District.

Mr. Handy suggested that when maintenance is done on a hydrant the G.P.S coordinates are taken at the same time and recorded. The rest of the Board thought that would be a good idea.

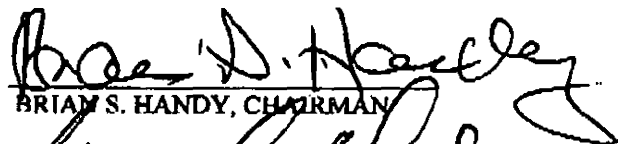
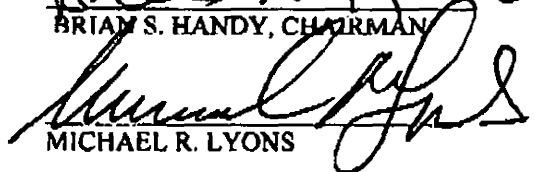
**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING JUNE 9, 2015**

**MR. HANDY MADE A MOTION TO ADJOURN, MR. LYONS SECONDED THE MOTION AND THE MEETING ADJOURNED AT 9:30 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 02559-1447  
Office: 508-563-2294 Fax: 508-564-4661

2015 JUL 15 AM 8 57

TOWN CLERK'S OFFICE  
BOURNE, MASS

### **MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS TUESDAY, JULY 21, 2015 8:30 A.M.**

**Bourne Water District Office  
211 Barlow's Landing Rd., Pocasset**

**Approval of the following:  
Minutes of the JUNE 9, 2015 meeting  
JUNE Commitment and Abatements  
Weekly Warrant**

**AGENDA  
Regular Session**

#### **NEW BUSINESS**

- 1. Superintendent request for merit raise – John Jensen.**
- 2. Solar array update**

**SUPERINTENDENT'S REPORT**

**To Town Clerk Please Post: Faxed 7/15/2015 at 9 AM**

**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING JULY 21, 2015**

2015 AUG 19 AM 10 03  
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, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ROBERT PROPHETT.

THE BOARD SIGNED THE MINUTES OF THE JUNE 9, 2015 COMMISSIONERS MEETING, THE JUNE COMMITMENT AND ABATEMENT LIST AND THE WEEKLY WARRANT.

MR. PROPHETT STATED THAT HE WOULD LIKE THE BOARD TO CONSIDER A \$.50 PER HOUR MERIT RAISE FOR JOHN JENSEN. HE SAID THAT MR. JENSEN HAS BEEN WORKING VERY HARD ON THE HYDRANT MAINTENANCE PROGRAM AND HAS COMPLETED A TOTAL TAKE DOWN OF ROUGHLY 150 HYDRANTS OF WHICH THREE NEED TO BE REPLACED. HE IS ALSO WORKING ON A FLUSHING PROGRAM FOR THE DISTRICT.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO ALLOW THE \$.50/ HOUR RAISE FOR MR. JENSEN.

MRS. WARD REPORTED THAT THE SOLAR ARRAY SEEMS TO BE STALLED. BEAUMONT SOLAR REQUESTED A LETTER ON OUR LETTERHEAD STATING THAT THE PROJECT WOULD BE CONSIDERED A NON-PREVAILING WAGE JOB. AFTER CHECKING WITH MANY OF THE STATE AGENCIES SHE WAS FINALLY ABLE TO GET A DETERMINATION FROM JEAN SILER FROM THE DEPARTMENT OF LABOR STANDARDS. SHE SAID THEY HAD RECENTLY RULED THAT IF A PRIVATE COMPANY IS PUTTING UP AN ARRAY THAT WILL BE USED PRIMARILY FOR MUNICIPAL USE IT WOULD BE CONSIDERED A PREVAILING WAGE JOB.

MR. PROPHETT STATED THAT HE SPOKE WITH HUGH OF IGS, THE COMPANY FINANCING THE ARRAY, WHO HAD BEEN TOLD BY BEAUMONT THAT IT WAS A NON-PREVAILING WAGE PROJECT AND THAT'S HOW THE PROJECT WAS BID AND HOW THEY ARRIVED AT OUR RATE FOR ELECTRICITY. MR. PROPHETT STATED THAT HE HAS CALLED FRANK OF BEAUMONT SEVERAL TIMES WITH NO RESPONSE. MRS. WARD STATED THAT SHE HAD GIVEN FRANK THE NUMBER TO REACH JEAN SILER IF HE WOULD LIKE TO DISCUSS THE RULING FURTHER.

**Superintendents Report - 21 July 2015**

Starting on Wednesday we have a couple scheduled digs. We are finally going to hook up a meter pit that has been in the ground since 2010. Paul Tierney at 1355 Route 28A. We going to get rid of his old service that is tapped in the Courtyard parking lot on County Rd. We are also going just down the street to 1400 Route 28A and we are going to do (3) new taps and services for the last three properties. They are currently on a 1-1/2 line that is old and giving us nothing but problems. We are going to go across the street to the 12" line and cut the 1-1/2" line off.

We are still working on the contract for Canal Bluffs. IAC has signed and POAH has the contract and is also going to sign when that happens we will sign and get copies to all parties. That should take care of this problem and keep us moving in the right direction.

Meters replacements are going well, we have made our first order and are really making a push to get done.


**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING JULY 21, 2015**

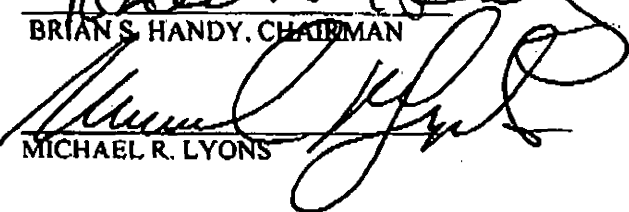
**MR. HANDY MADE A MOTION TO ADJOURN, MR. LYONS SECONDED THE MOTION AND THE MEETING ADJOURNED AT 9:00 AM.**

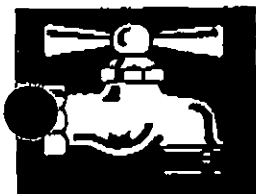
RESPECTFULLY SUBMITTED,

  
\_\_\_\_\_  
NANCY WARD  
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS

  
\_\_\_\_\_  
BRIAN S. HANDY, CHAIRMAN

  
\_\_\_\_\_  
MICHAEL R. LYONS



## **BOURNE WATER DISTRICT**

211 Barlow's Landing Road, P.O. Box 1447  
Pocasset, Massachusetts 02559-1447  
Office: 508-563-2294 Fax: 508-564-4661

2015 AUG 12 PM 3 42

TOWN CLERK'S OFFICE  
BOURNE, MASS

### **MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS TUESDAY, AUGUST 19, 2015 8:30 A.M.**

**Bourne Water District Office  
211 Barlow's Landing Rd., Pocasset**

**Approval of the following:  
Minutes of the JULY 21, 2015 meeting  
JULY Commitment and Abatements  
Weekly Warrant**

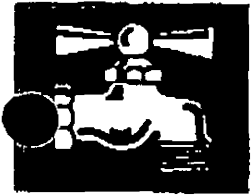
**AGENDA  
Regular Scssion**

#### **NEW BUSINESS**

- 1. Request for abatement and refund – Edward Simpson – 3 Jillian Dr.**
- 2. Meet with attorney Ford O'Connor and Hugh Scott and Patrick Smith of IGS to finalize and sign the Net Metering Agreement and the Land lease for the solar array.**

**SUPERINTENDENT'S REPORT**

**To Town Clerk Please Post: Faxed 8/12/2015 at 3:30 PM**



# 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 AUGUST 19, 2015 8:30 A.M.

Bourne Water District Office  
211 Barlow's Landing Rd., Pocasset

Approval of the following:  
Minutes of the JULY 21, 2015 meeting  
JULY Commitment and Abatements  
Weekly Warrant

AGENDA  
Regular Session

### NEW BUSINESS

1. Request for abatement and refund – Edward Simpson – 3 Jillian Dr.
2. Meet with attorney Ford O'Connor and Hugh Scott and Patrick Smith of IGS to finalize and sign the Net Metering Agreement and the Land lease for the solar array.

### SUPERINTENDENT'S REPORT

To Town Clerk Please Post: Faxed 8/12/2015 at 3:30 PM

2015 AUG 17 PM 2 47  
TOWN CLERK'S OFFICE  
BOURNE, MASS

**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING AUGUST 19, 2015**

2015 SEP 15 AM 11 01

**THE MEETING WAS DULY POSTED**

TOWN CLERK'S OFFICE  
BOURNE, MASS

**THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT; COMMISSIONERS BRIAN HANDY, PETER WAY AND MICHAEL LYONS, CLERK/TREASURER NANCY WARD, SUPERINTENDENT ROBERT PROPHETT AND ATTORNEY FORD O'CONNOR.**

2015 SEP 15 AM 11 01  
TOWN CLERK'S OFFICE  
BOURNE, MASS

**THE BOARD SIGNED THE MINUTES OF THE JULY 21, 2015 COMMISSIONERS MEETING, THE JULY COMMITMENT AND THE WEEKLY WARRANT.**

**MRS. WARD REVIEWED A LETTER REQUESTING AN ABATEMENT AND REFUND FROM EDWARD SIMPSON FOR 3 JILLIAN DRIVE AS HE STATED HE PAID A SYSTEM DEVELOPMENT FEE FOR THAT PROPERTY TO SOUTH SAGAMORE WATER DISTRICT ON 12/22/2003. HE INCLUDED A HANSWRITTEN CHECK REGISTER AND A COPY OF THE BUILDING PERMIT HE HAD OBTAINED AT THE TIME. HE COULD NOT PRODUCE A COPY OF THE CHECK AND THE BUILDING PERMIT HAD EXPIRED. MRS. WARD STATED THAT THERE WAS NO ACCOUNT SET UP FOR THAT PROPERTY WHICH IS THE PROCEDURE AND THERE WAS NO RECORD OF THE PAYMENT IN SOUTH SAGAMORE'S BOOK AS ALL THE SYSTEM DEV. FEES WERE LUMPED TOGETHER FOR THE MONTH. SHE STATED SHE HAD SPOKEN WITH THE TOWN AND THEY SAID THEY THROW ALL EXPIRED PERMITS AND THE INFORMATION CONNECTED WITH THEM AWAY SO THEY HAD NO WATER LETTER EITHER. KATHY LOOKED THROUGH THE FILES AND FOUND A COPY OF TWO WATER LETTERS IN THE FILE FOR 1 JILLIAN DRIVE. IT LOOKS LIKE THE SOUTH SAGAMORE OFFICE MISFILED THE LETTER AS HOUSE NUMBER 1 IS LOT 3 AND THEY FILED HOUSE NUMBER 3 IN THE SAME FILE. SHE SUGGESTED THAT WE HAD PROOF THAT 2 FEES WERE PAID FOR 2 PROPERTIES AND ASKED THE BOARD TO ABATE AND REFUND THE \$650. FEE FROM BOURNE WATER DISTRICT.**

**AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO ALLOW THE ABATEMENT AND REFUND.**

**MRS. WARD STATED THAT WE RECEIVED THE LEASE AND NET METERING CONTRACTS THAT HAD BEEN UPDATED WITH ATTY. O'CONNOR'S RECOMMENDATIONS RIGHT BEFORE THE MEETING AND PROVIDED COPIES TO ALL. FORD STATED THAT THE BOARD COULD DIRECT QUESTIONS TO MR. SCOTT AND DECIDE TO HAVE THE CHAIRMAN SIGN IT BUT HE WOULD LIKE SEVERAL HOURS TO REVIEW IT TO MAKE SURE ALL THE NECESSARY CHANGES HAVE BEEN MADE.**

**HUGH SCOTT AND ANNABELLE ALLEN OF IGS JOINED THE MEETING AT 9:00 AM.**

**ATTY O'CONNOR STATED THAT THERE WERE SOME PRACTICAL QUESTION HE HAD REGARDING THE PROJECT, THE FIRST BEING THE ESTIMATED TIME OF COMPLETION. MR. SCOTT STATED THAT HE WAS CONFIDENT THAT THE PROJECT WOULD BE COMPLETE BY THE END OF 2015. MRS. WARD STATED THAT IN A PRIOR CONVERSATION WITH FRANK OF BEAUMONT SOLAR THAT HE SUGGESTED WE MIGRATE BACK TO NSTAR FOR THE DELIVERY AND DISTRIBUTION CHARGES. OUR CONTRACT WITH GLACIAL ENDS IN OCTOBER MR. SCOTT STATED THAT WE MIGHT WANT TO SEE IF WE CAN GET A MONTH TO MONTH CONTRACT IF THE RATES ARE BETTER THAN NSTAR.**

**ATTORNEY O'CONNOR ASKED MR. SCOTT TO EXPLAIN THE SECTION ON THE NET METERING CONTRACT RELATIN TO TRANSFER OF TITLE AND LOSS OF NET METERING CREDITS. MR. SCOTT STATED THAT IN THE SCHEDULE Z THAT IS FILED WITH THE UNTILITY EACH ACCOUNT IS ALLOTED A CERTAIN PERCENTAGE OF THE CREDITS. THIS IS LOOKED AT EVERY SIX MONTHS AS WE WANT TO STAY AS CLOSE TO NET ZERO AS WE CAN. IF, FOR EXAMPLE, A WELL WENT DOWN AND WAS GOING TO BE OUT OF COMMISSION FOR SEVERAL YEARS WE WOULD WANT TO CHANGE THE ALLOCATION OF CREDITS TO THAT ACCOUNT. THOSE ACCRUED DURING THE TIME**



**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING AUGUST 19, 2015**

PERIOD BEFORE IT WAS ALLOWABLE TO CHANGE THE ALLOCATION WOULD NOT DISAPPEAR BUT WOULD STAY ON THAT ACCOUNT UNTIL IT WAS UP AND RUNNING AGAIN BUT COULD NOT BE TRANSFERRED TO ANOTHER ACCOUNT.

MR. LYONS ASKED HOW OFTEN MAINTENANCE WAS REQUIRED. MR. SCOTT STATED THAT THERE WOULD BE SCHEDULED MAINTENANCE TWICE A YEAR WITH MOWING MONTHLY. ATTY. O'CONNOR ASKED IF ANY CHEMICALS WERE USED IN MAINTAINING THE ARRAY. MR. SCOTT STATED THERE WERE NOT. ATTY. O'CONNOR ASKED IF THE ARRAY WOULD BE FENCED IN. MR. SCOTT STATED THAT IT WOULD BE COMPLETELY FENCED IN WITH ACCESS ONLY TO BOURNE WATER DISTRICT, IGS AND BEAUMONT.

MR. LYONS ASKED ABOUT SNOW REMOVAL, MR. SCOTT STATED THAT THEY DO NOT DO SNOW REMOVAL BECAUSE IT WOULD DAMAGE THE PANELS BUT WITH THE ANGLE OF PLACEMENT THERE SHOULD NOT BE A PROBLEM. THE OUTPUT OF THE ARRAY WAS FIGURED OUT TAKING SNOW INTO ACCOUNT. THE PANELS ARE BUILT TO WITHSTAND 1 INCH HAIL AT 70 MPH. MR. HANDY STATED THERE WAS SOME ISSUE WITH BEAUMONT REGARDING PAYING THE PREVAILING WAGE. MR. SCOTT STATED THAT WAS RESOLVED AND IT WILL BE A PREVAILING WAGE JOB.

MR. HANDY STATED HE HAD READ THAT WITH ADJUSTABLE PANELS THERE COULD BE AN INCREASE IN PRODUCTION OF 30% AND ASKED WHETHER THE PANELS WERE ADJUSTABLE. MR. SCOTT STATED THE PANELS ARE STATIC AND PLACED AT A 30 DEGREE ANGLE. MR. HANDY ASKED WHY THE CONTRACT CALLED FOR IGS TO BE LISTED AS AN ADDITIONAL INSURED ON OUR LIABILITY INSURANCE, MR. SCOTT STATED THAT BOURNE WATER DISTRICT WOULD ALSO BE LISTED AS AN ADDITIONAL INSURED ON IGS'S POLICY. FORD STATED THAT WAS NORMAL.

MR. PROPHETT STATED THAT WE GET APPROX. 70% OF THE NET METERING CREDITS PRODUCED. IF OUR USAGE INCREASES ARE WE ALLOWED TO USE MORE OR ARE THEY ALLOCATED TO THE BOURNE REC AUTHORITY? MR. SCOTT STATED IT IS YOUR PROJECT AND USE CAN USE AS MUCH AS YOU NEED, THE REST WOULD GO TO THE B.R.A.

MR. WAY ASKED WHEN THE PROJECT WOULD BEGIN. MR. SCOTT STATED THAT THEY WERE HOPING FOR OCTOBER, A SITE PLAN JUST NEEDS TO BE APPROVED BY THE PLANNING BOARD AND THEN THEY WOULD BE READY TO START.

AFTER SOME DISCUSSION MR. LYONS MADE A MOTION TO HAVE MR. HANDY SIGN THE DOCUMENTS AFTER A FINAL REVIEW BY ATTY. O'CONNOR AND MR. WAY SECONDED THE MOTION. THE BOARD VOTED UNANIMOUSLY TO HAVE THE CHAIRMAN SIGN THE TWO CONTRACTS AFTER FINAL REVIEW BY ATTY O'CONNOR.

**Superintendents Report - 19 August 2015**

I would like the Board to know that the whole crew is doing an outstanding job they have been hustling in all aspects. They completed the transition of 3 services on Route 28A on Wednesday August 13th and cut off a problematic 1-1/2" water main. They installed a new fire hydrant at the corner of Oliver Way and Route 28A, at the recommendation of John Jensen as this hydrant was not working properly. The day before that they replaced a fire hydrant on MacArthur Blvd. that was also not working. The other parts of the crew are getting stations all cleaned, any small problems or projects are getting done AND FINISHED. We have two men hard at work on daily meter changes and in between they are keeping up with hydrant painting and grounds maintenance. Kathy is doing a great job keeping the meter and notes in line and what can I say about Nancy she is awesome. I think you all would like to and also should know all of that.

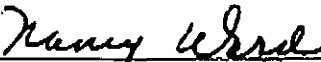
**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING AUGUST 19, 2015**

I just want to keep you all informed so nothing is happening yet but I have received two phone calls in regards to fire protection on all of Wings Neck Rd. We just need to keep this in the front of our heads this would be a huge project and I think would be a great idea to look at.


I would like you to know that we are under 50 meters and heads left so my intention is to order 100 meters and 50 heads which will total \$13,037.00. I need to order them now so that we have time to get the new shipment before we run out.


MR. HANDY MADE A MOTION TO ADJOURN, MR. LYONS SECONDED THE MOTION AND THE MEETING ADJOURNED AT 9:55 AM.

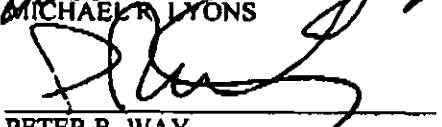
RESPECTFULLY SUBMITTED,

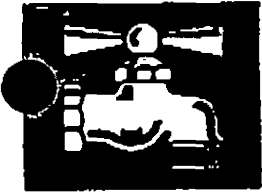
  
NANCY WARD  
DISTRICT CLERK

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 02559-1447  
Office: 508-563-2294 Fax: 508-564-4661

## MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS September 15, 2015 8:30 A.M.

Bourne Water District Office  
211 Barlow's Landing Rd., Pocasset

Approval of the following:  
Minutes of the AUGUST 19, 2015 meeting  
AUGUST Commitment and Abatements  
Weekly Warrant

AGENDA  
Regular Session

NEW BUSINESS  
1. Second signer on checks  
2. Solar Update

SUPERINTENDENT'S REPORT

To Town Clerk Please Post: Faxed 9/8/2015 at 11:50 AM

2015 SEP 8 AM 11 51  
TOWN CLERK'S OFFICE  
BOURNE, MASS

**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING SEPTEMBER 15, 2015**

THE MEETING WAS DULY POSTED

2015 OCT 14 AM 11:39

TOWN CLERK'S OFFICE  
BOURNE WATER DISTRICT  
THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT: COMMISSIONERS BRIAN HANDY, PETER WAY AND MICHAEL LYONS, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ROBERT PROPHETT.

THE BOARD SIGNED THE MINUTES OF THE AUGUST 19, 2015 COMMISSIONERS MEETING, THE AUGUST COMMITMENT AND ABATEMENTS AND THE WEEKLY WARRANT.

MRS. WARD STATED THAT SHE HAD SPOKEN WITH THE AUDITOR, BOB BLISS, AND IT WAS HIS SUGGESTION THAT WE ADD A SECOND SIGNER TO THE CHECKS. HE STATED THAT BEING A SMALL DISTRICT WITH ONE PERSON IN CHARGE OF THE BOOKS AND SIGNING THE CHECKS IT WAS A SAFEGUARD HE WAS SUGGESTING TO ALL THE TREASURERS HE AUDITS. THIS WOULD ALSO BE BETTER FOR OUR AUDIT OPINION REGARDING PROCEDURES. HE SUGGESTED EITHER A BOARD MEMBER OR THE SUPERINTENDENT BE APPOINTED AS THE SECOND SIGNER. SHE STATED THAT AS ASSISTANT TREASURER MR. HANDY IS AN AUTHORIZED SIGNER BUT MAY WANT TO REMAIN AN ALTERNATE IN CASE SHE OR BOB WERE UNABLE TO SIGN.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO APPOINT THE SUPERINTENDENT AS AN AUTHORIZED SIGNER AND REQUIRE TWO SIGNATURES ON THE CHECKS AS OF SEPTEMBER 24, 2015.

MR. PROPHETT STATED THAT HE SPENT YESTERDAY AT THE SITE FOR THE SOLAR ARRAY WITH BERTIN ENGINEERING, BEAUMONT'S ENGINEER WHO IS DOING THE SITE CALCULATIONS TO BE SUBMITTED TO THE PLANNING BOARD FOR FINAL APPROVAL. THEY ARE HOPPING TO GET ON THE AGENDA FOR THE OCTOBER 8<sup>TH</sup> PLANNING BOARD MEETING. HE GAVE THE BOARD A COPY OF WHAT THEY DELINEATED.

MR. LYONS ASKED HOW FAR FROM THE HOUSES ON SPINNAKER WOULD THE SOLAR ARRAY BE BUILT? MR. PROPHETT STATED THAT THE SET BACK FROM SPINNAKER LANE IS 200 FEET, 340 FEET FROM THE NEAREST HOUSE WITH A 100 FOOT BUFFER TO BE CLEAR CUT AROUND THE ARRAY. MR. LYONS STATED THAT HE FELT WE SHOULD STAY AS FAR BACK FROM SPINNAKER AS POSSIBLE.

MR. PROPHETT STATED THAT BERTIN ENGINEERING REQUESTED THAT WE WRITE A LETTER ALLOWING THEM TO SPEAK IN OUR BEHALF AT THE PLANNING BOARD MEETING. HE SAID IN OTHER TOWNS THAT TYPE OF LETTER WAS NEEDED TO PRESENT THE PROJECT. MR. HANDY STATED THAT THEY WERE NOT REPRESENTING US, THEY ARE REPRESENTING BEAUMONT SOLAR. AFTER SOME DISCUSSION THE BOARD ASKED MR. PROPHETT TO CHECK WITH CORRINE MOORE, THE TOWN PLANNER TO SEE WHAT WAS REQUIRED AS WELL AS OUR ATTORNEY BUT DID NOT FEEL THE LETTER FROM BOURNE WATER DISTRICT WAS APPROPRIATE.

**Superintendents Report - 15 September 2015**

As you know there were several sites that were over the limit in the first round of samples for lead and copper. The only way we can avoid going from a once every three year sampling protocol to a twice a year requirement for lead and copper is to do another round of sampling now and hope the samples come back within the limits. We only have 70 approved sites to sample and it is very hard to get people to participate. The cost to have the samples tested is \$980. every three years, I am trying to avoid going to \$1160. Per year.

**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING SEPTEMBER 15, 2015**

MR. HANDY MADE A MOTION TO ADJOURN, MR. LYONS SECONDED THE MOTION AND THE MEETING ADJOURNED AT 9:30 AM.

RESPECTFULLY SUBMITTED,

*Nancy Ward*

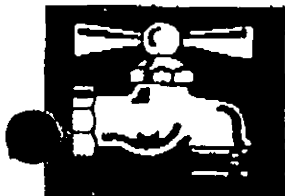
NANCY WARD  
DISTRICT CLERK

**BOARD OF WATER COMMISSIONERS**

*Brian S. Handy*  
BRIAN S. HANDY, CHAIRMAN

*Michael R. Lyons*  
MICHAEL R. LYONS

*Peter R. Way*  
PETER R. WAY



# 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 October 14, 2015 8:30 A.M.

Bourne Water District Office  
211 Barlow's Landing Rd., Pocasset

Approval of the following:  
Minutes of the SEPTEMBER 15, 2015 meeting  
SEPTEMBER Commitment and Abatements  
Weekly Warrant

AGENDA  
Regular Session

### NEW BUSINESS

1. H2O Cloud Software
2. Meter pit replacement pricing
3. Reassignment of personnel positions
4. Solar Update
5. Policy regarding maintenance of right of way
6. Bob 1 year review
7. Lien list and request for surplus overlay approval

### SUPERINTENDENT'S REPORT

To Town Clerk Please Post: Faxed 10/7/2015 at 11:00 AM

2015 OCT 7 AM 11 31  
TOWN CLERK'S OFFICE  
BOURNE, MASS

**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING OCTOBER 14, 2015**

2015 NOV 10 AM 8 26  
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, PETER WAY AND MICHAEL LYONS, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ROBERT PROPHETT.**

**THE BOARD SIGNED THE MINUTES OF THE SEPTEMBER 15, 2015 COMMISSIONERS MEETING, THE SEPTEMBER COMMITMENT AND ABATEMENTS AND THE WEEKLY WARRANT.**

**MR. PROPHETT STATED THAT HE WAS NOTIFIED BY LARRY GILMARTIN, WHO SUPPORTS OUR H2O SOFTWARE, THAT HE IS MOVING TO THE CLOUD AND AFTER ONE YEAR WILL NO LONGER SUPPORT THE CURRENT VERSION OF THE SOFTWARE. THIS IS THE SOFTWARE THAT WE GENERATE ALL OUR REPORTS THAT ARE SENT TO D.E.P. HE SHOWED THE BOARD COPIES OF LAST MONTHS REPORTS. HE STATED THAT WITH THE INFORMATION IN THE CLOUD IT COULD BE ACCESSED FROM ANYWHERE WITH A TABLET OR LAPTOP. WE HAVE BEEN OFFERED A TWO MONTH FREE TRIAL.**

**HE STATED THAT THE COST TO USE THE CLOUD BASED PROGRAM WOULD BE \$2,900. PER YEAR. MR. WAY ASKED HOW MUCH WE PAY FOR THE CURRENT SYSTEM. MR. PROPHETT STATED THAT WE PAID MR. GILMARTIN WHEN HE CAME TO DO UPGRADES OR FIX GLITCHES. IN 2013 WE PAID HIM \$843. AND IN 2014 WE PAID HIM \$3810. WITH THE CLOUD APPLICATION THERE WOULD BE NO CHARGE TO DO UPGRADES OR FIX PROBLEMS.**

**MR. LYONS STATED THAT IT LOOKS LIKE THIS COULD BE ACCOMPLISHED WITH AN EXCEL SPREADSHEET. MR. PROPHETT STATED THAT WHEN WE ENTER THE INFORMATION INTO THE SOFTWARE IT AUTOMATICALLY UPDATES THE REPORTS WITH THE APPROPRIATE INFORMATION.**

**MR. HANDY STATED THAT MOVING THIS TO THE CLOUD MEANS YOU NO LONGER HAVE THE SOFTWARE.**

**AFTER SOME DISCUSSION THE BOARD SUGGESTED THAT MR. PROPHETT GET MORE INFORMATION AS TO WHAT THE BENEFITS ARE TO MOVING TO THE CLOUD. THEY ASKED THAT HE CHECK WITH OTHER DISTRICTS TO SEE WHAT THEY USE FOR THEIR PUMPING DATA REPORTS, AS WELL AS WHAT MR. GILMARTIN'S FUTURE PLANS ARE FOR HIS BUSINESS SHOULD HE RETIRE OR MOVE ON. THE BOARD AGREED THAT THE FREE TRIAL MAY GIVE MORE OF AN IDEA WHAT WE WERE BUYING AND SAID TO GO AHEAD WITH IT.**

**MR. PROPHETT STATED THAT HE FELT THE BOARD NEEDED TO CONSIDER RAISING THE PRICE OF A METER PIT INSTALLTION. DUE TO THE INCREASE IN THE COST OF THE NO LEAD BRASS WE ARE CHARGING LESS THAT IT COSTS US TO PURCHASE THE PARTS. WE CHARGE A FLAT RATE OF \$750 FOR THE PIT AND \$400 FOR THE TAP. THE MATERIAL ALONE TO DO A PIT INSTALLATION IS \$1360. AND WITH LABOR AND MACHINE TIME THE TRUE COST IS \$1995. THIS IS PRICING OUT A BEST CASE SCENARIO JOB. MY RECOMMENDATION IS THAT WE CHARGE THE CUSTOMER FOR THE SYSTEM DEVELOPEMENT FEE OF \$400. AND METER FEE OF \$250. AT THE TIME OF APPLICATION AND DO AN ESTIMATE FOR THE PIT INSTALLATION TO BE PAID UPON COMPLETION OF THE INSTALLATION.**

**MR. HANDY STATED THAT IF YOU PRICE EACH JOB YOU WOULD BE COVERED IF PRICES GO UP. MR. LYONS STATED HE DIDN'T FEEL AN ESTIMATE WAS FAIR AND WOULD RATHER SEE A SET PRICE. MR. WAY FELT BILLING ON A CASE BY CASE BASIS WAS THE MOST EQUITABLE WAY TO GO.**

**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING OCTOBER 14, 2015**

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO COLLECT THE SYSTEM DEVELOPMENT FEE AND METER FEE AT THE TIME OF APPLICATION AND GIVE AN ACCURATE ESTIMATE FOR THE METER PIT INSTALLATION TO BE INVOICED WHEN THE JOB WAS COMPLETE.

MR. PROPHETT STATED THAT SINCE HE BECAME SUPERINTENDENT HE HAS BEE TRYING TO CONSIDER THE BEST WAY TO UTILIZE THE MEN WE HAVE IN ORDER TO IMPROVE THE OPERATION OF THE DISTRICT. I WOULD LIKE TO MOVE DAVID HOPE BACK TO THE CREW AND MOVE SEAN VENTURA OUT OF THE FOREMAN'S POSITION AND INTO THE STATION OPERATOR'S POSITION. THESE WOULD BE LATERAL MOVES WITH NO INCREASE OR DECREASE ON PAY. I WOULD ALSO LIKE TO PROMOTE CHRIS SRARADEO TO THE FOREMAN'S POSITION WITH A \$1.00 PER HOUR INCREASE IN PAY AND ANOTHER \$1.00 PER HOUR AFTER A SIX MONTH REVIEW IF HE DOES A GOOD JOB IN THE POSITION.

THE BOARD REVIEWED THE PAYSCALES OF THE MEN AND VOTED UNANIMOUSLY TO ALLOW THE RESTRUCTURING OF THE CREW AS WELL AS THE \$1.00 PER HOUR FOR MR. SPARADEO WITH A REVIEW IN SIX MONTHS.

MRS. WARD STATED THAT THERE WAS NOT MUCH TO REPORT ON THE SOLAR PROJECT AS BEAUMONT DID NOT GET THE MATERIAL IN TO THE TOWN IN TIME TO BE PUT ON THE AGENDA FOR THE OCTOBER 8<sup>TH</sup> PLANNING BOARD MEETING. THEY ARE ON THE AGENDA FOR THE MEETING ON THE 22<sup>ND</sup> FOR A SITE PLAN APPROVAL..

MR. PROPHETT STATED THAT ONE OF OUR CUSTOMERS IN SOUTH SAGAMORE, MRS. CARSON, LIVES ADJACENT TO THE ROAD TO THE SOUTH SAGAMORE PUMPING STATION AND HAS A RIGHT OF WAY TO USE THE ROAD FOR ACCESS TO HER PROPERTY. SHE FEELS THAT BECAUSE WE OWN THE ROAD WE NEED TO MAINTAIN IT TO HER SPECIFICATIONS. SHE RECENTLY CALLED TO SAY WE NEEDED TO FILL IN THE POTHOLES AND ALL LAST WINTER CALLED EVERYTIME WE HAD ANY AMOUNT OF SNOW DEMANDING WE PLOW IT FOR HER. WE USE THE ROAD TO ACCESS THE STATION ONCE A WEEK AND IF WE HAVE HAD SNOW WE WOULD PLOW FOR ACCESS. THE DPW USED TO PLOW THE ROAD BUT NO LONGER PLOWS ROADS THAT ARE NOT OWNED BY THE TOWN.

I SPOKE WITH ATTORNEY O'CONNOR REGARDING WHAT OUR RESPONSIBILITY WAS AND WAS TOLD WE WERE NOT RESPONSIBLE TO DO THESE THINGS FOR HER. HE SUGGESTED I CHECK WITH THE BOARD AS TO A POLICY IN THIS REGARD.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO MAKE IT A POLICY THAT THE BOURNE WATER DISTRICT WOULD ONLY PLOW AND MAINTAIN ROADS FOR BOURNE WATER DISTRICT ACCESS. THEY SUGGESTED WE HAVE ATTORNEY O'CONNOR SEND A LETTER TO MRS. CARSON IN THIS REGARD.

MRS. WARD STATED THAT MR. PROPHETT HAS COMPLETED HIS FIRST YEAR AS SUPERINTENDENT. AT HIS SIX MONTH REVIEW THE BOARD INCREASED HIS PAY FROM \$65,000 TO \$70,000 AND STIPULATED THAT ONCE HE HAD HIS D-3 LICENSE IN F.I.T. IN ANOTHER SIX MONTHS, THEY WOULD INCREASE HIS PAY TO \$75,000 UPON A SATISFACTORY REVIEW. SHE STATED THAT ALL MAINTENANCE PROGRAM WERE ON TRACK AGAIN AND MUCH PROGRESS HAS BEEN MADE. HE HAS RAMPED UP THE HYDRANT PROGRAM AND WILL BE IMPLEMENTING A FLUSHING PROGRAM FOR THE DISTRICT. HE HAS APPLIED TO HAVE HIS LICENSE STATUS MOVED FROM "IN TRAINING" TO "FULL" STATUS BUT HAS NOT RECEIVED THE LICENSE AS OF YET. THE



**BOURNE WATER DISTRICT  
COMMISSIONERS MEETING OCTOBER 14, 2015**

BOARD ASKED IF THERE WAS ANY WAY THE IN FULL STATUS WOULD BE DENIED. MR. PROPHETT STATED THAT ALL HE NEEDED TO OBTAIN THE LICENSE IN FULL WAS THE TIME FACTOR OF FIVE YEARS. THAT HAS BEEN MET AND HE DID NOT BELIEVE THERE WOULD BE ANYTHING THAT COULD NEGATIVELY AFFECT HIS GETTING THE LICENSE.

THE BOARD VOTED UNANIMOUSLY TO ALLOW THE RAISE.

THE BOARD SIGNED THE LETTER TO THE ASSESSOR'S REQUESTING SURPLUS OVERLAY AS WELL AS THE LIEN LIST.

**SUPERINTENDENTS REPORT**

MR. PROPHETT STATED THAT WE JUST RECEIVED THE RESULTS OF THE NEW LEAD AND COPPER SAMPLING. THE RESULTS WERE GOOD ENOUGH TO PUT US UNDER THE ACTION LEVEL SO I BELIEVE WE WILL BE PUT BACK ON THE ONCE EVERY THREE YEAR SAMPLING SCHEDULE AND WILL NOT HAVE TO DO BI-ANNUAL SAMPLING.

MR. HANDY MADE A MOTION TO ADJOURN, MR. LYONS SECONDED THE MOTION AND THE MEETING ADJOURNED AT 10:00 AM.

RESPECTFULLY SUBMITTED,

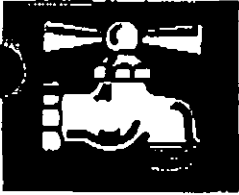
*Nancy Ward*  
NANCY WARD  
DISTRICT CLERK

**BOARD OF WATER COMMISSIONERS**

*Brian S. Handy*  
BRIAN S. HANDY, CHAIRMAN

MICHAEL R. LYONS

*Peter R. Way*  
PETER R. WAY



### 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 November 9, 2015 8:30 A.M.

8:30 A.M. Tax Classification Hearing – Donna Barakauskas – Town of Bourne Head Assessor

Commissioner's meeting to convene following Tax Classification Hearing  
Bourne Water District Office  
211 Barlow's Landing Rd., Pocasset

Approval of the following:  
Minutes of the OCTOBER 14, 2015 meeting  
OCTOBER Commitment and Abatements  
Weekly Warrant

AGENDA  
Regular Session

#### NEW BUSINESS

1. Abatement request – Richard McMorrow – 16 Wyman Ave.
2. Abatement Request – Brian Gannon – 12 Penelope Rd.
3. H2O Cloud Software
4. Appoint Treasurer -3 year term

#### SUPERINTENDENT'S REPORT

To Town Clerk Please Post: Faxed 10/28/2015 at 10:00 AM

2015 OCT 28 AM 10 05  
TOWN CLERK'S OFFICE  
BOURNE, MASS

**BOURNE WATER DISTRICT COMMISSIONER'S MEETING  
NOVEMBER 9, 2015**

THE MEETING WAS DULY POSTED

THE TAX CLASSIFICATION HEARING WAS CALLED TO ORDER AT 8:30 AM. PRESENT; COMMISSIONERS BRIAN HANDY AND PETER WAY, CLERK/TREASURER NANCY WARD, SUPERINTENDENT ROBERT PROPHETT 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 2016. 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.

2015 DEC 9 AM 11 09  
PROPERTY OFFICE  
REVIEWS

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.

THE REGULAR COMMISSIONER'S MEETING CONVENED AT 8:45

THE COMMISSIONERS APPROVED AND SIGNED THE MINUTES OF THE OCTOBER 14, 2015 MEETING AND THE OCTOBER COMMITMENT, THE ABATEMENT LIST AND THE WEEKLY WARRANT.

MRS. WARD PRESENTED A LETTER FROM RICHARD MCMORROW REQUESTING AN ABATEMENT AT HIS PROPERTY AT 16 WYMAN AVE. HIS AVERAGE CONSUMPTION USING THE LAST THREE YEARS READINGS FOR THE SAME TIME PERIOD IS 20,000 GAL. FOR A SIX MONTH PERIOD, HE USED 72,000 GALLONS FOR THE LAST BILL DUE TO A RUNNING TOILET THAT HE WAS NOT AWARE OF UNTIL KATHY'S SENT HIM A HIGH USE LETTER. HE HAD THE TOILET FIXED IMMEDIATELY.

AFTER SOME DISCUSSION THE BOARD VOTED TO ALLOW A ONE TIME ABATEMENT DOWN TO HIS NORMAL CONSUMPTION OF 20,000 GALLONS DUE TO THE DIRE CIRCUMSTANCES AS OUTLINED IN HIS LETTER TO THE BOARD.

MRS. WARD PRESENTED A LETTER FROM BRIAN GANNON REQUESTING AN ABATEMENT AT HIS PROPERTY AT 12 PENELOPE RD. HIS AVERAGE CONSUMPTION USING THE LAST THREE YEARS READINGS FOR THE SAME TIME PERIOD IS 53,000 GAL. FOR A SIX MONTH PERIOD, HE USED 163,000 GALLONS FOR THE LAST BILL DUE TO A BROKEN SPRINKLER HEAD THAT HE WAS NOT AWARE OF UNTIL KATHY'S SENT HIM A HIGH USE LETTER. HE HAD A PLUMBER CHECK HIS SYSTEM AND FOUND NOTHING LEAKING BUT WHEN THE SPRINKLER COMPANY CAME TO SHUT DOWN HIS SYSTEM THEY FOUND THE BROKEN SPRINKLER HEAD.

AFTER SOME DISCUSSION THE BOARD VOTED TO ALLOW A ONE TIME ABATEMENT OF 1/2 OF THE CONSUMPTION ON HIS BILL.

## BOURNE WATER DISTRICT COMMISSIONER'S MEETING NOVEMBER 9, 2015

IN REGARDS TO THE H2O SOFTWARE UPGRADE TO THE CLOUD, MR. PROPHETT STATED THAT HE HAD CHECKED WITH SANDWICH WATER DISTRICT TO SEE WHAT THEY USED FOR REPORTING SOTWARE, AND THEY USE LARRY GILMARTIN AND H2O SOTWARE. BUZZARDS BAY USES UTILITY CLOUD AND MASHPEE HAND DOES THEIR REPORTS.. HE STATED THAT AT THE LAST MEETING THE BOARD WANTED HIM TO CHECK OUT THE SYSTEM WHEN THE TWO MONTH TRIAL WAS INSTALLED. UNFORTUNATELY THE INSTALLATION AND DATA ENTRY IS NOT COMPLETE AND HE HAS NOT BEEN ABLE TO TEST IT OUT. THE BOARD ASKED WHAT WOULD HAPPEN IF MR. GILMARTIN DECIDED TO RETIRE OR JUST GET OUT OF BUSINESS. MR. PROPHETT STATED THAT HE SPOKE WITH MR. GILMARTIN ABOUT THAT AND HIS SON WORKS WITH HIM AND WOULD CONTINUE THE BUSINESS IF HE DECIDED TO RETIRE.

THE BOARD DECIDED TO TABLE THE DISCUSSION UNTIL MR. PROPHETT HAD TIME TO WORK WITH THE SYSTEM UPGRADE AND REPORT THE ADVANTAGES.

MRS. WARD STATED THAT HER TERM AS TREASURER IS UP IN DECEMBER AND ASKED THE BOARD TO CONSIDER APPOINTING HER FOR ANOTHER THREE YEAR TERM.

THE BOARD APPOINTED MRS. WARD TREASURER FOR ANOTHER THREE YEAR TERM.

MRS WARD STATED THAT THE DISTRICT'S FREE CASH FOR FY15 HAS BEEN CERTIFIED AT \$926,718.

### SUPERINTENDENT'S REPORT

I just got the D.E.P. findings on the lead and copper sampling. They are going to require us to go to every 6 months sampling. They have a sampling plan submitted by the previous superintendent that has 32 sites so when they check the approved sites that's what they go by in those 32 sites 4 came back over the action level so we are required to up the sampling. I had asked how the other 43 sites were not approved and was told that they go by the sample plan we get approved. In 2001 we were approved for 75 sites but when we were reapproved in 2013 it went down to 34. I am in the process of re-doing the sample plan to get the ones that were lost back, but this, I was told is a long process.

Station #2 lost the VFD last week and it will not run and should not run without it. I had asked around and got quotes of between \$12,000-\$18,000 per VFD. Joey Kraul was here on Thursday and made a call to his rep. and gave us a quote of \$7500.00 installed and with surge protection that they do not have now. They are the same motor and I believe that this is the best price and going forward we will be looking to update the other 3 stations that have old ones. This one I believe is an emergency situation and we need to repair it and get station#2 back running.

The Board said to make sure the lower priced quote comes with a warranty and if so go ahead with the replacement.

I talked with Greg from Haley and Ward on Friday and the Bourne tank is due to have its 5 year inside and outside inspection and an annual inspection at Otis. I would like to have them both done in December to stay away from the busy time.

The site plan for the solar array was approved at the October 29<sup>th</sup> Planning board meeting. Beaumont stated at that meeting they estimated 3 months of good weather for completion. They have started to clear the land.

Thank you for all your support.

**BOURNE WATER DISTRICT COMMISSIONER'S MEETING  
NOVEMBER 9, 2015**

MR. HANDY MADE A MOTION TO ADJOURN, MR. WAY SECONDED THE MOTION AND THE MEETING ADJOURNED AT 9:45AM.

RESPECTFULLY SUBMITTED,



NANCY WARD  
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS

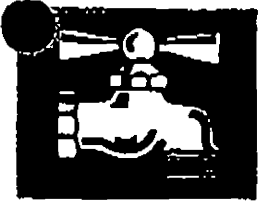


BRIAN S. HANDY, CHAIRMAN

MICHAEL R. LYONS



PETER R. WAY



**BOURNE WATER DISTRICT**

211 Barlow's Landing Road, P.O. Box 1447  
Pocasset, Massachusetts 02589-1447  
Office: 508-563-2294 Fax: 508-564-4661

2015 DEC 2 PM 3 15  
TOWN CLERK'S OFFICE  
BOURNE, MASS

**MEETING NOTICE  
BOURNE WATER DISTRICT BOARD OF WATER  
COMMISSIONERS  
December 9, 2015  
8:30 A.M.**

Bourne Water District Office  
211 Barlow's Landing Rd., Pocasset

Approval of the following:  
Minutes of the November 18, 2015 meeting  
NOVEMBER Commitment and Abatements  
Weekly Warrant

**AGENDA**  
Regular Session

**NEW BUSINESS**

1. Abatement request – Julia Kingsbury 71 Rocky Point Rd.
2. Abatement Request St. Vincent DePaul- Althea Holland
3. Preliminary Budget discussion

**SUPERINTENDENT'S REPORT**

To Town Clerk Please Post: Faxed 12/2/2015 at 2:45 PM

**BOURNE WATER DISTRICT COMMISSIONER'S MEETING  
DECEMBER 9, 2015**

THE MEETING WAS DULY POSTED

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT; COMMISSIONERS BRIAN HANDY, PETER WAY AND MICHAEL LYONS, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ROBERT PROPHETT.

2016 JAN 10 PM 3 38

THE COMMISSIONERS APPROVED AND SIGNED THE MINUTES OF THE NOVEMBER 9, 2015 OFFICE MEETING AND THE NOVEMBER COMMITMENT, THE ABATEMENT LIST AND THE WEEKLY WARRANT. BOURNE, MASS

MRS. WARD PRESENTED A LETTER FROM JULIA DOYLE-KINGSBURY REQUESTING AN ABATEMENT FOR WATER USE AT 71 ROCKY POINT ROAD. SHE IS A LOCAL PLUMBER AND EXPLAINED THAT IN OPENING UP THIS SEASONAL HOME SHE WAS FLUSHING THE WATER HEATER AND INADVERTANTLY LEFT THE WATER RUNNING AT THE PROPERTY. THE WATER RAN FOR SEVERAL WEEKS. WHEN WE WERE CONTACTED BY THE OWNER UPON RECEIPT OF THIS BILL AND THE EXCESS USAGE WE DID A PROFILE ON THE METER TO FIGURE OUT WHAT MAY HAVE CAUSED THE USAGE. MS. KINGSBURY MET US AT THE PROPERTY AND AFTER SEEING THE PROFILE, REALIZED THE EXCESS CONSUMPTION WAS DUE TO HER MISTAKE. THE TOTAL USEAGE FOR THE TIME THE WATER WAS LEFT RUNNING WAS 147,000 GALLONS WHICH CALCULATES TO \$387.55. SHE WILL PAY THIS PORTION OF THE BILL FOR THE TILNEY'S BUT IS REQUESTING THE BOARD CONSIDER AN ABATEMENT OF PART OR ALL OF THE AMOUNT DUE TO HER MISTAKE.

AFTER SOME DISCUSSION THE BOARD VOTED TO ALLOW A ONE TIME ABATEMENT OF 1/2 OF THE CONSUMPTION USED DURING THE TIME THE WATER WAS LEFT RUNNING.

MRS. WARD EXPLAINED THAT WE WERE CONTACTED BY JOE NOONAN OF THE ST. VINCENT DUPAUL SOCIETY REGARDING ALTHEA HOLLAND AND THE SHUT OFF FOR NON-PAYMENT AT 1 PINTAIL CIRCLE. HE EXPAINED THAT MS. HOLLAND WAS DISABLED AND WOULD BE RETURNING HOME SHORTLY AFTER A LONG HOSPITAL STAY. THE SOCIETY WAS TRYING TO PAY HER UTILITY BILLS IN ORDER TO HAVE SERVICES RESTORED. HE ASKED IF I WOULD SPEAK TO THE BOARD AND REQUEST AN ABATEMENT OF THE \$75.00 SHUT OFF FEE AND THEY WOULD PAY THE \$75.24 PAST DUE AMOUNT ON HER WATER BILL.

AFTER SOME DISCUSSION THE BOARD VOTED TO ALLOW AN ABATEMENT OF THE \$75.00 SHUT OFF FOR NON-PAYMENT FEE.

MRS. WARD STATED THAT THEY WERE BEGINNING TO WORK ON THE BUDGET FOR FY17. SHE ASKED THE BOARD TO CONSIDER HIRING A FULL TIME PERSON FOR THE OFFICE TO REPLACE THE PART TIME POSITION. SHE STATED THAT KATHY WAS PLANNING ON RETIRING IN 3 YEARS AND WE NEED TO HAVE SOMEONE TRAINED THAT IS FULLY UP TO SPEED WHEN SHE LEAVES. SHE STATED THAT HER INTENT WAS TO RETIRE IN 5-7 YEARS AND WHEN KATHY RETIRES WE WOULD WANT TO TRAIN THE SECOND PERSON. IT IS NOT LIKELY THAT WHEN WE HIRE FOR THE TREASURER'S JOB THAT WE WILL BE ABLE TO FIND SOMEONE WITH MUNICIPAL EXPERIENCE SO WE MAY BE ABLE TO TRAIN ONE OF THE TWO NEW PEOPLE TO TAKE OVER THAT POSITION AND BE TRAINED BEFORE I LEAVE.

SHE STATED THAT IN THE EVENT OF AN ACCIDENT OR PROLONGED ILLNESS ONE PERSON CANNOT DO BOTH THE BILLING CLERK'S JOB AND THE TREASURER'S JOB FOR AN EXTENDED PERIOD OF TIME, THERE IS TOO MUCH TO DO ON BOTH SIDES.

THE BOARD ASKED HER TO DO UP THE NUMBERS AND THEY WOULD DISCUSS THE ISSUE AT THE NEXT MEETING.

**BOURNE WATER DISTRICT COMMISSIONER'S MEETING  
DECEMBER 9, 2015**

MRS WARD STATED THAT THE DISTRICT'S TAX RATE HAS BEEN CERTIFIED BY THE DEPARTMENT OF REVENUE AT \$.08 PER THOUSAND OF VALUATION.

**SUPERINTENDENT'S REPORT**

I have started the process to replace the motor at station 2. The insurance company agreed to pay the lesser of the replacement or repair as well as the replacement of the VFD. The replacement was actually cheaper. I ordered it through Maher and it will be installed as soon as it comes in.

We had a lost mole shot on Wales Dr. No one is to blame but it is a tool that needs to be replaced. The quotes that I have gotten range from \$5900. To \$7200. The one that I would like to purchase is in the middle at \$6600. And is a little bigger than the one we lost.

After some discussion the Board agreed to go with the \$6600. Mole.

I am also trying to schedule the best time to empty the Bourne tank to do the 5 year inspection.

Thank you for all your support.

MR. HANDY MADE A MOTION TO ADJOURN, MR. WAY SECONDED THE MOTION AND THE MEETING ADJOURNED AT 9:10 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





*Office of the Commissioners*

Buzzards Bay Water District  
P.O. Box 243 - 15 Wallace Avenue  
Buzzards Bay, MA 02532  
(508) 759 - 4631

2015 JAN 9 PM 4 31  
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 4:00 p.m. on the following date:  
Wednesday January 14, 2015**

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:

Beaumont Solar: LOI

NEW BUSINESS:

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

  
Caitlin Rocheleau / District Clerk

FAXED TO:

Bourne Town Clerk 508-759-7980

Plymouth Town Clerk 508-830-4062

PLEASE POST: Meeting Notice



Revised for Appts.

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 4:00 p.m. on the following date:  
Wednesday January 14, 2015**

CALL MEETING TO ORDER:

APPOINTMENTS:

Frank Carotenuto: Beaumont Solar, Co.

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS:

Beaumont Solar: LOI

NEW BUSINESS:

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

FAXED TO:

Bourne Town Clerk 508-759-7980

Plymouth Town Clerk 508-830-4062

PLEASE POST: Meeting Notice

2015 JAN 12 AM 9 40  
TOWN CLERK'S OFFICE  
BOURNE, MASS

Caitlin Rocheleau / District Clerk



*Office of the Commissioners*

Buzzards Bay Water District  
P.O. Box 243 – 15 Wallace Avenue  
Buzzards Bay, MA 02532  
(508) 759 - 4631

2015 FEB 6 PM 1 19

**The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:00 p.m. on the following date:  
Wednesday February 11, 2015**

TOWN CLERK'S OFFICE  
BOURNE, MASS

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:

- Beaumont Solar
- MMA Update
- Verizon Contract
- Office Expansion

NEW BUSINESS:

- FY16 Budget
- Annual District Meeting: Date

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

Caitlin Rochéleau / 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

2015 MAR 6 PM 3 46  
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 4:00 p.m. on the following date:  
Wednesday March 11, 2015**

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:

- MMA Update
- Verizon Contract
- Office Expansion
- FY16 Budget

NEW BUSINESS:

- Bid Award / Station 2 Generator

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

**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

**The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 1:00 p.m. on the following date:  
Wednesday March 25, 2015**

CALL MEETING TO ORDER:

APPOINTMENTS:

Sean Osborne, OSD LLC: Project Review and Status

CORRESPONDENCE:

OLD BUSINESS:

Project Updates

NEW BUSINESS:

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

FAXED TO:

Bourne Town Clerk 508-759-7980

Plymouth Town Clerk 508-830-4062

PLEASE POST: Meeting Notice

2015 MAR 23 AM 9 53  
TOWN CLERK'S OFFICE  
BOURNE, MASS

Caitlin Rocheleau / District Clerk



Office of the Commissioners  
**BUZZARDS BAY WATER DISTRICT**  
PO Box 243 - 15 Wallace Avenue  
Buzzards Bay, MA 02532  
Tel: 508.759.4631  
Fax: 508.759.1866

2015 MAR 31 PM 4 18  
TOWN CLERK'S OFFICE  
BOURNE, MASS

**WARRANT**  
**ANNUAL DISTRICT MEETING**  
**BUZZARDS BAY WATER DISTRICT**  
**APRIL 7, 2015**

To one of the Constables of the Town of Bourne, County of Barnstable.

**GREETINGS:**

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants who are qualified to vote in the Buzzards Bay Water District, in said Town of Bourne, to meet at

**ST. PETERS CHURCH**  
**165 MAIN STREET**  
**BUZZARDS BAY, MA 02532**  
**TUESDAY, APRIL 7, 2015**  
**AT 7:00 P.M.**

Then and there to act upon the following articles:

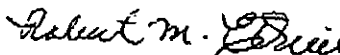
- ARTICLE 1.** To elect by ballot a Moderator for a term of one (1) year.
- ARTICLE 2.** To elect by ballot a member of the Board of Water Commissioners for a term of three (3) years.
- ARTICLE 3.** To see if the District will vote to raise and appropriate or transfer from available funds in the treasury an amount of money to defray the **operating expenses of the District** for the fiscal year beginning July 1, 2015, including Maintenance and Operations, Service Connections, Legal & Engineering Expense, Insurance Expense, Administration and Clerical, Debt & Interest, Elected Officials Salaries, Salaries and Wages, Miscellaneous Expense and such other expenses as may be deemed necessary by the Board of Water Commissioners, or act anything thereon.
- ARTICLE 4.** To see if the District will vote to raise and appropriate or transfer from available funds in the treasury a sum of money to be added to the **stabilization fund**, or act anything thereon.


**ARTICLE 5.** To see if the District will vote to raise and appropriate, transfer from available funds in the treasury, and or authorize the District Treasurer with the approval of the Board of Water Commissioners to borrow a sum of money pursuant to Chapter 44 Section 8 of the Massachusetts General Laws to **repair, modify and rehabilitate District Facilities** or act anything thereon.

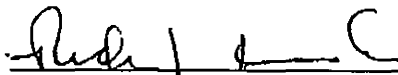
**ARTICLE 6.** To see if the District will vote to raise and appropriate or transfer from available funds in the treasury a sum of money for **storage tank inspections, repairs, and rehabilitation.**

Given under our hands this 31st day of March, 2015.

BOARD OF WATER COMMISSIONERS

  
Robert M. Ethier 2015

  
Joseph J. Carrara 2016

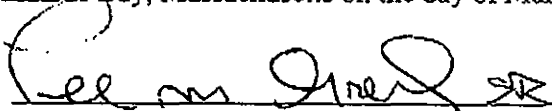
  
Rickie J. Tellier Sr. 2017

A True Copy Attest:

Caitlin Rocheleau  
Clerk of the District

WARRANT  
April 7, 2015  
Barnstable, SS  
Buzzards Bay Water District  
Annual Meeting Warrant  
April 7, 2015

I hereby certify that I have published the Warrant by posting attested and true copies thereof in the Buzzards Bay Post Office and the Bourne Town Hall, Buzzards Bay, Massachusetts on the day of March 31, 2015.

  
Constable



2015 MAY 7 PM 3 03

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 4:00 p.m. on the following date:  
Monday May 11, 2015**

CALL MEETING TO ORDER:

APPOINTMENTS:

Legal Counsel: Purchase of Abutting Property: Article 9031

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

\*This meeting may be called into an Executive Session

ADJOURNMENT

  
Caitlin Rocheleau / District Clerk

FAXED TO:  
Bourne Town Clerk 508-759-7980  
Plymouth Town Clerk 508-830-4062  
PLEASE POST: Meeting Notice



BOARD OF COMMISSIONERS MEETING RECEIVED

MINUTES OF

Monday May 11, 2015

2016 AUG 14 PM 2: 22

Buzzards Bay Water District

15 Wallace Avenue Buzzards Bay, MA 02532

MINUTES

Present:

- R. Tellier, Chairperson
- J. Carrara, Commissioner
- R. Ethier, Commissioner
- S. Souza, Superintendent
- C. Rocheleau, Clerk/Treasurer
- B. Woods, Consultant

Guests:

Robert Troy: Legal Counsel / District Attorney

Meeting Called to order at 4:00 pm by Chairperson Tellier

APPOINTMENTS:

Attorney Troy came in to meet with the Board and review an affidavit he had put together in regards to the abutting property at 35 Cohasset Avenue, Buzzards Bay, Ma, as part of Article 9031: To Purchase Property. As expected, the affidavit highlighted the events that have taken place, to date associated with the District. Attorney Troy went on to explain that the District would have to make a decision to both move forward and purchase the property with the tenant living there or to let the property go.

The commissioners went on to discuss how beneficial it would be to the District to have that property and almost perfectly square off the parcel, how the operations are starting to outgrow the current footprint of the existing building and this would give the District the opportunity to expand. It was then discussed that someone is going to buy the property, go through the same obstacles that the District is faced with at this point, and that it should be the District that does so. All the commissioners agreed.

At that point Attorney Troy went on to say that should the commissioners decide to move forward on the purchase of the property, they could get title on the property once purchased, and then proceed with the eviction process right away.

Commissioner Carrara suggested to the Board and legal counsel that #2 of the affidavit be clarified stating that the money paid out served two (2) purposes.

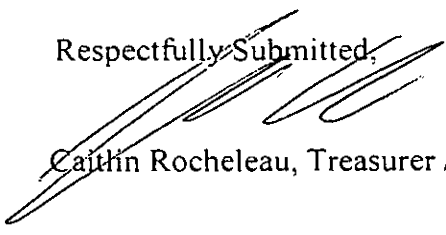
*Commissioner Ethier made a MOTION that the District vote with the affidavit presented and proceed in the purchasing of the abutting property at 35 Cohasset Avenue. The motion was SECONDED by Commissioner Carrara and so moved.*

**OTHER/OPEN COMMENTS:**

**EXECUTIVE SESSION:**

There being no further issues to come before the Board, *a MOTION to adjourn the meeting at 4:56 PM was made by Commissioner Carrara and SECONDED by Commissioner Ethier and so moved.*

Respectfully Submitted,

  
Caitlin Rocheleau, Treasurer / Clerk



*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 4:00 p.m. on the following date:  
Wednesday May 13, 2015**

CALL MEETING TO ORDER:

APPOINTMENTS:

Frank Carotenuto; Beaumont Solar Co. / Hugh Scott; IGS

CORRESPONDENCE:

OLD BUSINESS:

Project Updates  
35 Cohasset

NEW BUSINESS:

TD Bank: Name Change

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

FAXED TO:

Bourne Town Clerk 508-759-7980

Plymouth Town Clerk 508-830-4062

PLEASE POST: Meeting Notice

2015 MAY 8 PM 4 16  
TOWN CLERK'S OFFICE  
BOURNE, MASS

Caitlin Rocheleau / District Clerk



2015 JUN 5 PM 1 50  
 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 4:00 p.m. on the following date:  
 Wednesday June 10, 2015**

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:

Project Update  
 Abutting Property Update

NEW BUSINESS:

Rate Increase  
 Insurance Policy Updates  
 Banking Modifications

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

  
 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

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:00 p.m. on the following date:  
Wednesday June 10, 2015

**DUE TO LACK OF QUORUM THIS MEETING HAS BEEN POSTPONED**

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:

- Project Update
- Abutting Property Update

NEW BUSINESS:

- Rate Increase
- Insurance Policy Updates
- Banking Modifications

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

2015 JUN 10 PM 4 13  
TOWN CLERK'S OFFICE  
BOURNE, MASS

Caitlin Rocheleau / District Clerk

FAXED TO:

- Bourne Town Clerk 508-759-7980
- Plymouth Town Clerk 508-830-4062



RECEIVED

Office of The Commissioners  
Buzzards Bay Water District  
P.O. Box 243 – 15 Wallace Avenue  
Buzzards Bay, MA 02532  
(508) 759 - 4631

2016 AUG 24 PM 2: 22

TOWN CLERK BOURNE

**The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:00 p.m. on the following date:**

**Wednesday June 10, 2015**

**DUE TO LACK OF QUORUM THIS MEETING HAS BEEN POSTPONED**

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:

Project Update

Abutting Property Update

NEW BUSINESS:

Rate Increase

Insurance Policy Updates

Banking Modifications

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

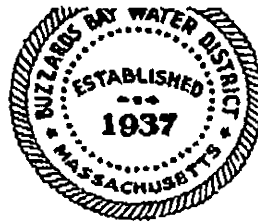
ADJOURNMENT

**Caitlin Rocheleau / District Clerk**

FAXED TO:

Bourne Town Clerk 508-759-7980

Plymouth Town Clerk 508-830-4062



2015 JUN 5 PM 1 50  
 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 4:00 p.m. on the following date:  
 Wednesday June 10, 2015**

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:

Project Update  
 Abutting Property Update

NEW BUSINESS:

Rate Increase  
 Insurance Policy Updates  
 Banking Modifications

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

  
 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

2015 JUN 22 PM 2 48  
TOWN CLERK'S OFFICE  
BOURNB, MASS

June 8 ,2015

Barry Johnson  
Town Clerk  
24 Perry avenue  
Buzzards Bay,MA 02532

Re: 2014 CCR

Dear Mr. Johnson,

As required by MASS.DEF, enclosed is your copy of the completed Buzzards Bay Water District's Consumer Confidence Report for the calendar year 2014.

Copies are available at the District Office, 15 Wallace Avenue. Interested parties can call the office at (508)759-4631 to receive a copy in the mail.

If you have any questions regarding this report, please give me a call.

Sincerely,

Steven Souza  
Superintendent



# Buzzards Bay Water District

PWS ID# 4036001

## CONSUMER CONFIDENCE REPORT 2014

### Where does the water come from?

Dear Valued Customer,

It is my pleasure to present to you the 2014 Consumer Confidence Report summarizing the past year in the Buzzards Bay Water District. Consumer Confidence Reports are used to inform the public about the quality and quantity of the water and the effort it takes to maintain it. This report is for the calendar year 2014, however, the water quality data includes the most recent rounds of sampling.

Respectfully Submitted,

Souza  
Water Superintendent

The Buzzards Bay Water District receives its water supply from four groundwater sources supplied by the Plymouth / Carver aquifer. Station 2 is located off Kettle Lane and Stations 1,3 and 4 are all located off Bournedale Road. Each well has its own pump station and chemical feed equipment. Groundwater is naturally filtered through soil usually not requiring additional filtration, however, potassium hydroxide (KOH) is used to raise the pH of the water. This reduces corrosion of household plumbing and also reduces your exposure to lead and copper.

Water pumped is used by the residents and what is remaining is stored in two storage tanks. The tanks provide pressure and fire protection for the District. The total capacity of the two tanks is two million gallons. This capacity helps ensure consistent supply to all residences during high peak demand periods.

The District is overseen by the Board of Water Commissioners. All are welcome to attend the Board of Water Commissioners' meetings held at the Buzzards Bay District Office, 15 Wallace Avenue, Buzzards Bay, MA. The Board meetings are posted at the Town Hall or you can call the District office for date and time. The Annual Water District Meeting is scheduled for the second Tuesday in April at 7:00 p.m. Water Quality Data for community water systems throughout the United States is available at [www.waterdata.com](http://www.waterdata.com).

### Please practice water conservation.

#### The Facts on Peak Water Use

- Peak seasonal water use is typically three to five times as much as winter water use. It's a great time to find new ways to save water inside and outside your home.
- The average American home uses about 260 gallons of water per day; however, during peak season the same household can use about 1,000 gallons of water in a day.
- In some instances peak daily use can be as high as 3,000 gallons a day - more than 10 times the average daily use. That's equivalent to a garden hose running open for nearly 8 hours or enough water to supply the same home for sixteen days!
- We can all reduce our peak water use and utility bills - by watering only as needed, washing full loads of laundry, and using more efficient plumbing fixtures.

EPA Water Sense

#### ....More Statistics .....

The Buzzards Bay Water District pumped 172,665,380 gallons during 2014.

The maximum day for water consumption occurred on June 24, 2014 at 1,072,867 gallons.

The total consumption is approaching our permitted allocations by the regulatory Water Management Act.

**WATER CONSERVATION PROTECTS OUR NATURAL RESOURCES.**

**Your special efforts with conservation, especially during the outside water use periods of May through September, are greatly appreciated. Non-essential outside restrictions between 9 a.m. and 5 p.m. are encouraged.**

# SUBSTANCES FOUND IN DRINKING WATER

The sources of drinking water (both tap and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs and wells. As water travels over the surface of the land, or through the ground, it dissolves naturally-occurring minerals and, in some cases, radioactive material and can pick up substances resulting from the presence of animal or human activity.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that the water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the EPA's Safe Drinking Water Hotline (800-426-4791)

Some people may be more vulnerable to contaminants in drinking water than the general population. Immune-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders and some elderly and infants can be particularly at risk from infections. These people should seek advice from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline (800-426-4791).

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. The Buzzards Bay Water District is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at <http://www.epa.gov/safewater/lead>.

Contaminants that may be present in source water before treatment include: **microbial contaminants**, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, agricultural livestock operations and wildlife; **inorganic contaminants**, such as salts and metals, which can be naturally-occurring or result from urban storm water runoff, industrial or domestic wastewater discharges, oil and gas production, mining or farming; **pesticides and herbicides**, which may come from a variety of sources such as agricultural and residential uses; **organic chemical contaminants**, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production and can also come from gas stations, urban storm water runoff and septic systems; **radioactive contaminants**, which can be naturally-occurring or be the result of oil and gas production and mining activities.

In order to insure that tap water is safe to drink, EPA prescribes regulations that limit the amount of certain contaminants in water provided by public water systems. Buzzards Bay water is treated according to EPA's regulations. FDA and the Massachusetts Department of Public Health regulations establish limits for contaminants in bottled water that must provide the same protection for public health.

All chemicals used for water treatment are approved by the National Sanitation Foundation or Underwriter Laboratories, both accredited by the American National Standards Institute (ANSI). Chemicals must also meet standards established by the American Water Works Association.



The United States Environmental Protection Agency (EPA) and the Massachusetts Department of Environmental Protection (DEP) have specific requirements for the quality of water delivered by public water suppliers. To assure that this quality is maintained these agencies have testing requirements. The table on the following page, lists all the drinking water contaminants that were detected during 2014. **THE PRESENCE OF THESE CONTAMINANTS IN THE WATER DOES NOT NECESSARILY INDICATE THAT THE WATER POSES A HEALTH RISK.** Some of the test dates are from prior years. That is because we were not required to test for these substances during 2014. We follow a strict schedule regulated by the DEP for water testing.

**CONTAMINANTS DETECTED WERE BELOW THE MAXIMUM  
CONTAMINANT LEVEL DETERMINED BY THE EPA, EXCEPT FOR TOTAL COLIFORMS**

**MCLG:** Maximum Contaminant Level Goal, the level below which there is no known health risk. MCLGs allow for a margin of safety.  
**MCL:** Maximum Contaminant Level; The highest level of a contaminant that is allowed in drinking water. MCL's are set as close to the MCLG's as feasible using the best available treatment technology.  
**AL:** Action Level; The concentration of a contaminant which, when exceeded, triggers a treatment or other requirement which a water system must follow.  
**TT:** Treatment Technique; A required process intended to reduce the level of a contaminant in drinking water.  
**90th Percentile:** Out of every 10 homes, 9 were at or below this level.  
**NR:** Not Regulated  
**pCi/L:** Alpha Emitters  
**ppm:** Parts per Million  
**ND:** Not Detectable at testing limit  
**ppb:** Parts per Billion  
**mgd:** Million gallons per Day  
**N/A:** Not Applicable

# 2014 Water Quality Information Table

SUBSTANCE (Contaminant)	Date Code	Highest Level Detected	Range of Detection	MCL	MCLG	Source of Contaminant	Violation (Y/N)
<b>MICROBIOLOGICAL</b>							
Total Coliform	6	5% (1)	ND - Present	See Footnote **	Zero	Coliforms are bacteria that are naturally present in the environment and are used as an indicator that other, potentially harmful, bacteria may be present. See Footnote **	N
Total Coliform	4	5% (1)	ND - Present	See Footnote **	Zero	Coliforms are bacteria that are naturally present in the environment and are used as an indicator that other, potentially harmful, bacteria may be present. See Footnote **	N
<b>INORGANIC</b>							
Nitrate (ppm)	3	1.08	.11-1.08	10	10	Runoff from fertilizer use; Leaching from septic tanks, sewage; erosion of natural deposits.	N
Sodium (ppm)	5	11.9	8.9-11.9	NR	NR	Road salt runoff. Naturally present in the environment.	N
Perchlorate (ppb)	7	0.27	.06-0.27	2.0	NA	Rocket propellants, fireworks, munitions, flares, blasting agents.	N
<b>LEAD &amp; COPPER</b>							
Lead (ppb)	2	28	ND-28 90th%=5.0	AL=15* See Footnote ****		Corrosion of household plumbing.	N
Copper (ppm)	1	0.82	0.07-0.82 90th%=0.49	AL=1.3*		Corrosion of household plumbing.	N
<b>UNREGULATED</b>							
		<u>Range</u>	<u>Average Detect</u>	<u>SMCL</u>	<u>Health Advisory</u>		
Manganese (PPB)	8	10-50	23	50	300	Erosion of natural deposits	N

### DATE ANALYZED AND LOCATION:

1. September 11<sup>th</sup>, 12<sup>th</sup>, and 13<sup>th</sup>, 2013 DEP Approved Sample Locations
2. September 11<sup>th</sup>, 12<sup>th</sup>, and 13<sup>th</sup>, 2013 DEP Approved Sample Locations
3. April 9, 2014 Pump Stations 1, 2, 3 and 4
4. October 6<sup>th</sup> and 8<sup>th</sup>, 2014 DEP Approved Sample Locations
5. January 30, 2014 Pump Stations 1, 2, 3, and 4
6. July 7<sup>th</sup> and 9<sup>th</sup>, 2014 DEP Approved Sample Locations
7. August 13<sup>th</sup>, 2014 Pump Station 1,2,3, and 4
8. April 19<sup>th</sup> and October 21<sup>st</sup>, 2014 Pump Stations 1,2,3, and 4

\*Samples were below the Action Level due to the treatment of the sources, reducing the acidity of the water.

\*\*For water systems analyzing at least 40 samples per month, no more than 5.0% of the monthly samples may be positive for total coliforms. For systems analyzing fewer than 40 samples per month, no more than one sample per month may be positive for total coliforms. Coliforms were found in more samples than allowed and this was a warning of potential problems.

\*\*\*\* Infants and children who drink water containing lead in excess of the action level could experience delays in their physical or mental development. Children could show slight deficits in attention span and learning abilities. Adults who drink this water over many years could develop kidney problems or high blood pressure. Eighteen samples were below the action level and two samples were above the action level.

For More Information on the Buzzards Bay Water System contact:

Steve Souza, Superintendent  
Buzzards Bay Water District  
15 Wallace Avenue  
P.O. Box 243  
Buzzards Bay, MA 02532  
508-759-4631  
www.buzzardsbaywaterdistrict.com  
Public Water Supply ID#: 4036001

### **CROSS CONNECTION & BACKFLOW PREVENTION**

Help protect your public water supply and safeguard your potable water use from potential contamination due to backflow and back-siphonage. When water flows backwards through the water supply system, backflow and back-siphonage can occur. Numerous well documented cases identify that cross connections have been responsible for contamination of drinking water. A cross connection is defined as any actual or potential connections between a potable and non potable water supply.

**How can you help:** Never submerge hoses in containers including pools, buckets, tubs and or sinks. Always keep the end of the hose clear of possible contaminants. Do not use spray attachments, such as an unprotected lawn and garden sprayer attached to your garden hose without proper backflow prevention. Inexpensive backflow devices can be purchased and easily installed on all of your older style hose bibs or threaded faucets. You can also ask a local plumber to assist you with this task.

The District needs your support in helping to maintain a safe delivery of our public drinking water system.

### **Buzzards Bay "SWAP" Report**

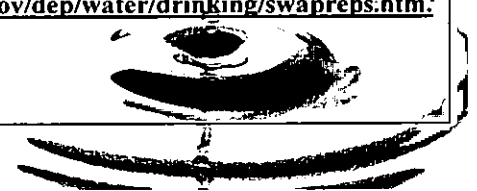
The Source Water Assessment and Protection (SWAP) program (conducted by the Mass. Dept. of Environmental Protection), established under the Federal Safe Drinking Water Act, requires every state to:

- inventory land uses within the recharge areas of all public water supply sources
- assess the susceptibility of drinking water sources to contamination from these land uses and publicize the results to provide support for improved protection.

Buzzards Bay's susceptibility ranking is high for all four wells because they are located in an aquifer with a high vulnerability to contamination due to the absence of hydro-geologic barriers (i.e.: clay) that can prevent contaminant migration.

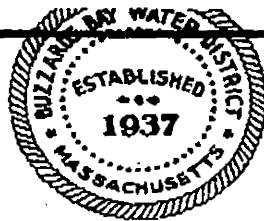
Residents can help protect sources by taking hazardous household chemicals to hazardous materials collections days.

The complete SWAP report is available at the Buzzards Bay Water District Office and online at <http://www.mass.gov/dep/water/drinking/swapreps.htm>.



2014 Board of Water Commissioners

Rickie Tellier - Chairman  
Joseph Carrara Sr. - Commissioner  
Robert M. Ethier - Commissioner



2015 JUL 6 AM 8 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 4:00 p.m. on the following date:  
Wednesday July 8, 2015**

CALL MEETING TO ORDER:

APPOINTMENTS: Solar Array / Solar Field  
Frank Carcentauro Beaumont Solar, Hugh Scott IGS Solar, Sia Karplus ScienceWares

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS:  
Project Update: Sean Osborne: OSD  
Abutting Property Update

NEW BUSINESS:  
Rate Increase  
Insurance Policy Updates  
Banking Modifications

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

  
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 $\frac{1}{2}$  Wallace Avenue  
Buzzards Bay, MA 02532  
(508) 759 - 4631

2015 JUL 10 AM 10 08

TOWN CLERK'S OFFICE  
BOURNE, MASS

**The Board of Commissioners will hold an emergency meeting to  
conduct District business at the District Office, 15 Wallace Avenue,  
Buzzards Bay  
at 6:00 p.m. on the following date:**

**Thursday July 9, 2015**

CALL MEETING TO ORDER:

EXECUTIVE SESSION:

OTHER BUSINESS

ADJOURNMENT

  
\_\_\_\_\_  
Steve Souza      Superintendent

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

The Board of Water Commissioners will hold an emergency meeting to conduct District business at the District office, 15 Wallace Avenue, Buzzards Bay at 1:30pm on the following date:

Tuesday, July 21, 2015

CALL MEETING TO ORDER

DISCUSS FINANCIAL BUSINESS

OTHER BUSINESS

ADJOURNMENT

Steve Souza / Superintendent

Bourne Town Clerk 508-759-7980  
Plymouth Town Clerk 508-830-4062  
Please POST Meeting Notice

2015 JUL 21 PM 1 25  
TOWN CLERK'S OFFICE  
BOURNE, MASS



2015 JUL 28 AM 10 59

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:  
Thursday July 30, 2015**

CALL MEETING TO ORDER:

APPOINTMENTS:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

OLD BUSINESS:

Abutting Property Update

Update of Financial Business


NEW BUSINESS:

Banking Modifications

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

  
Steve Souza Superintendent

FAXED TO:  
Bourne Town Clerk 508-759-7980  
Plymouth Town Clerk 508-830-4062  
PLEASE POST: Meeting Notice



BOARD OF COMMISSIONERS MEETING RECEIVED

MINUTES OF

Wednesday September 9, 2015 2016 AUG 24 PM 2:22

Buzzards Bay Water District

15 Wallace Ave Buzzards Bay, MA 02532

MINUTES

**Present:**

R. Tellier, Chairperson  
J. Carrara, Commissioner  
R. Ethier, Commissioner  
S. Souza, Superintendent  
B. Woods, Admin Support  
J. Kelson, Treasurer/ Clerk

**Guests:**

Robert Troy, Troy Wall Associates  
Peter Meyers  
Eda Cardoza

Meeting Called to order at 4:06 pm by Chairperson Tellier.

**APPOINTMENTS:**

None

**APPROVAL OF MINUTES:**

Minutes not available for approval.

**WARRANT:**

Warrants were reviewed and approved by Commissioners.

**CORRESPONDENCE:**

None

**SUPERINTENDENT'S REPORT:**

Verbal Report included Turning Mill update, update on breaks since last meeting, one meter pit complete and active at MMA.

**TREASURER'S REPORT:**

Introduction of new Treasurer/Clerk, Jennifer Kelson.

**COMMITMENT:**

Tabled for future meeting.

**OLD BUSINESS:**

Update of Engineering Projects. Discussion to discontinue business relationship with OSD. An administrative meeting was proposed for the week of Sept 14, 2015 to meet with OSD, get updates and closeout the business relationship.

Verizon project Update. Payment of bills should have been taken out of Escrow account but were incorrectly taken out of budget.

There was a MOTION made by the R. Tellier, Chairperson, and SECONDED by J. Carrara, Commissioner to table the Financial Position to the end of the meeting.

35 Cohasset Update. Tenant has until Nov 30, 2015 to move out, or he will be evicted. It was decided that all locks need to be changed as soon as the tenant moves out.

Solar/Science wares Update. Proposed offsite solar power purchase agreement. Firm needs to come in and provide update.

**NEW BUSINESS:**

The new Field Technician position was discussed, and a decision made to advertise the position with waterworks and other organizations. Applicants should have a T1 and D1 license.

After review, Commissioner Carrara made a MOTION to hire a field technician and was SECONDED by Rickie Tellier and all in favor.

Banking signature paperwork has been signed by Steve Souza, Superintendant, and Jennifer Kelson, Treasurer. Commissioner Tellier made a MOTION for the signature change. Bob Ethier SECONDED that motion and so moved.

Update of Financial Position was addressed by Robert Troy. At this point of the meeting, Bob Ethier was asked to leave the session due to the sensitive nature of discussion. Bob Troy reiterated that he will try to recover all lost funds and emphasized the need to incorporate financial cross checks.

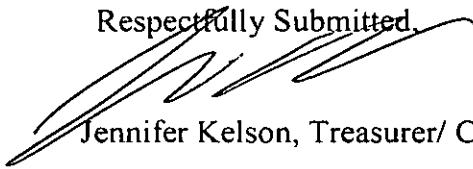
**OTHER/OPEN COMMENTS:**

None at this time.

**Adjournment:**

There being no further issues to come before the Board, *a MOTION to adjourn the meeting at 5:10 PM was made by Commissioner Carrara and SECONDED by Chairman Tellier and so moved.*

Respectfully Submitted,



Jennifer Kelson, Treasurer/ Clerk

**BOARD OF COMMISSIONERS MEETING**

MINUTES OF

Wednesday October 14, 2015

RECEIVED

2016 AUG 24 PM 2:22

Buzzards Bay Water District

15 Wallace Ave. Buzzards Bay, MA 02532  
TOWN CLERK BOURNE

**MINUTES**

**Present:**

J. Carrara, Commissioner  
R. Ethier, Commissioner  
B. Woods, Admin Support  
J. Kelson, Treasurer/ Clerk

**Guests:**

Anastasia Karplus, ScienceWares

Meeting Called to order at 4:03 pm by J. Carrara, Commissioner. Chairperson, Rickie Tellier unable to attend. Commissioner Carrara stepped up to position of Chairperson for duration of meeting.

**APPOINTMENTS:**

**ScienceWares.** Anastasia Karplus of ScienceWares presented solar project information. Discussed proposed Purchase Power Agreement with Barego Solar. 20 year commitment. No upfront costs. 11.5 cents per kilowatt hour with an estimated savings of 16k per year. R. Ethier, Commissioner and J. Carrara, Commissioner will take under advisement and discuss issue at next full board meeting.

**APPROVAL OF MINUTES:**

There was a MOTION made by the R. Ethier, Commissioner, and SECONDED by J. Carrara, Commissioner to approve the minutes of the September 9, 2015 meeting.

**WARRANT:**

Warrants approved by J. Carrara and R. Ethier. Warrants need to be approved by Chairperson, Rickie Tellier.

**COMMITMENTS:** Commitments reviewed and approved by J. Carrara and R. Ethier. Commitments need to be reviewed and approved by Chairperson, Rickie Tellier.

**CORRESPONDENCE:**

None

**SUPERINTENDENT'S REPORT:**

Reference Inter-office memorandum dated 10/14/15 by Steve Souza, Superintendent.

**TREASURER'S REPORT:**

Reference Inter-office memorandum dated 10/14/15 by Jennifer Kelson, Treasurer/Clerk.

**OLD BUSINESS:**

Update of Engineering Projects. Discontinued business with OSD.

**NEW BUSINESS:**

ScienceWares. See to above **Appointments**.

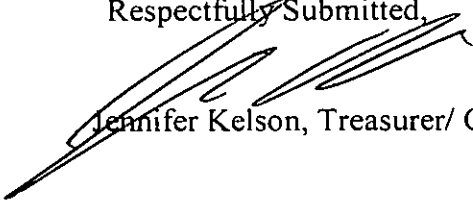
**OTHER/OPEN COMMENTS:**

None at this time.

**Adjournment:**

There being no further issues to come before the Board, *a MOTION to adjourn the meeting at 5:29 PM was made by Commissioner Carrara and SECONDED by Commissioner Ethier and so moved.*

Respectfully Submitted,



Jennifer Kelson, Treasurer/ Clerk

November 11, 2015

**Memorandum**                      **Inter-office**   **Buzzards Bay Water District**

**To:** Board of Water Commissioners

**CC:** file

**From:** Jennifer A. Kelson

**Date**    10/14/15

**Re:** Treasurer's Report

---

Please see to the following notes regarding Treasurer activity since the last Board meeting.

- MA and Federal Withholding Tax Update
  - MA withholding income taxes have been caught up and paid for June 15-Oct 15
  - We owe Federal Withholding taxes (for June/July/Aug), waiting to receive PIN Number in mail to be able to pay these online. I was able to pay September thru bank website, but need to pay past due months directly on Federal website using PIN provided by IRS.
- Rockland Trust Bank
  - set up to pay Federal Withholding payments online
  - Remote deposit scanner is on order
- Dan Sullivan, of Clifton Larson Allen, to assist in treasurer training and reconciliation/account assistance.
- Treasurers Associations:
  - Joined MA Treasurers and Collectors Association and Cape and Islands Treasurers and Collectors
- Ordered Pitney Bowes Postage Machine
  - rental fee of \$29.99/mo after free trial
  - \$50 free postage

Respectfully submitted, *Jennifer A. Kelson, District Treasurer/Clerk*

October 14, 2015

**Memorandum                      Inter-office   Buzzards Bay Water District**

**To:** Board of Water Commissioners  
**CC:** file  
**From:** Steve Souza, Superintendent  
**Date:** 10-9-2015 for BWC Meeting on 10-14-2015  
**Re:** Superintendent's Report

---

I am pleased to provide you with this monthly bulleted report regarding some of the District activities since our last Board meeting.

- ❖ Verizon tank work done
- ❖ Master meter pits complete and on
- ❖ Station 2 generator/transfer switch delivered wiring started
- ❖ Station 3 check valve is failing, new one on order
- ❖ Broken hydrant on center st replaced
- ❖ Field Tech. position posted on NEWWA and MWWA
- ❖ T-mobile doing upgrade on tank site

Respectfully submitted, *Steve Souza, Superintendent*



*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 4:00 p.m. on the following date:  
 Wednesday September 9, 2015**

CALL MEETING TO ORDER:

APPOINTMENTS:

REVIEW AND APPROVE MINUTES:

REVIEW AND APPROVE WARRANTS:

REVIEW AND APPROVE COMMITMENTS:

CORRESPONDENCE:

OLD BUSINESS:

Update with Engineering Projects

Update of Financial Business

Treasurer/Clerk Position

Solar/ Science wares Update

35 Cohasset Update

NEW BUSINESS:

Field Tech. Position

Banking Signatures

Superintendent Report: Verbal


Treasurers Report: Verbal

2015 SEP 4 PM 12 09  
 TOWN CLERK'S OFFICE  
 BOURNE, MASS

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

  
Steve Souza / Superintendent

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

**The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:00 p.m. on the following date:  
Wednesday October 14, 2015**

CALL MEETING TO ORDER:

APPOINTMENTS:

Anastasia Karplus Science Wares, Inc

REVIEW AND APPROVE MINUTES:

REVIEW AND APPROVE WARRANTS:

REVIEW AND APPROVE COMMITMENTS:

CORRESPONDENCE:

OLD BUSINESS: Engineering

NEW BUSINESS: Sciencewares

Superintendent Report:

Treasurers Report:

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

FAXED TO:  
Bourne Town Clerk 508-759-7980  
Plymouth Town Clerk 508-830-4062  
PLEASE POST: Meeting Notice

2015 OCT 9 AM 8 27  
TOWN CLERK'S OFFICE  
BOURNE, MASS

Steve Souza / Superintendent

Treasurer



*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 4:00 p.m. on the following date:  
 Tuesday November 10, 2015**

CALL MEETING TO ORDER:

APPOINTMENTS:

Donna Barakauskas Bourne Tax Rate

REVIEW AND APPROVE MINUTES:

REVIEW AND APPROVE WARRANTS:

REVIEW AND APPROVE COMMITMENTS:

CORRESPONDENCE:

OLD BUSINESS: Solar Activity

NEW BUSINESS: Account 2079

Superintendent Report:

Treasurers Report:

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

2015 NOV 5 PM 1 03  
 TOWN CLERK'S OFFICE  
 BOURNE, MASS



Steve Souza

Superintendent

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

**The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:00 p.m. on the following date:  
Thursday December 3, 2015**

CALL MEETING TO ORDER:

APPOINTMENTS:

Doug Crabtree CPA

Robert Troy Troywall Associates

OLD BUSINESS: Financial Updates

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

2015 DEC 1 AM 8 43  
TOWN CLERK'S OFFICE  
BOURNE, MASS

Steve Souza / Superintendent

FAXED TO:  
Bourne Town Clerk 508-759-7980  
Plymouth Town Clerk 508-830-4062  
PLEASE POST: Meeting Notice

BOARD OF COMMISSIONERS MEETING

MINUTES OF

Tuesday, November 10, 2015

RECEIVED

2016 AUG 24 PM 2:22

Buzzards Bay Water District

15 Wallace Ave. Buzzards Bay, MA 02532

TOWN CLERK BOURNE

MINUTES

**Present:**

R. Tellier, Chairperson  
J. Carrara, Commissioner  
R. Ethier, Commissioner  
B. Woods, Admin Support  
S. Souza, Superintendent  
J. Kelson, Treasurer/Clerk  
L. Warren, Billing Clerk

**Guests:**

Seth Woolard, Town of Bourne

Meeting Called to order at 4:06 pm by J. Carrara, Commissioner.

**APPOINTMENTS:**

Seth Woolard, Town of Bourne. Steve Woodard proposed to set the FY2016 Bourne Tax Rate at .79 as compared to .58 FY2015. R.Ethier made a MOTION to approve, SECONDED by J.Carrara, and all in favor.

**APPROVAL OF MINUTES:**

There was a MOTION made by the R. Ethier, Commissioner, and SECONDED by J. Carrara, Commissioner to approve the minutes of the October 14, 2015 meeting.

**WARRANT:**

Warrants approved and signed by R. Tellier, J. Carrara, and R. Ethier.

**COMMITMENTS:** Commitments reviewed and approved by R. Tellier, J. Carrara, and R. Ethier.

**CORRESPONDENCE:**

None

**OLD BUSINESS:**

Decision was made to not go forward with solar project. The possibility of high dollar penalties for cancelation is too risky to consider at this time. J.Carrara made a MOTION to back off of solar for now and revisit at a future date. SECONDED by R.Ethier, and all in favor.

Discussed the need to look into different electric carriers and shop for a better electric rate.

**NEW BUSINESS:** Account 2079.

L. Warren explained the BBWD billing system and water rates, particularly, as they pertained to account 2079. Billing and water usage were deemed accurate and consistent.

**SUPERINTENDENT'S REPORT:**

Reference Inter-office memorandum dated 11/10/15 by Steve Souza, Superintendent.

**TREASURER'S REPORT:**

Reference Inter-office memorandum dated 11/10/15 by Jennifer Kelson, Treasurer/Clerk.

Board approved hiring Cape Coastal Computer for IT and computer related needs.

Board approved a quarterly payment schedule for Commissioner payments.

Board approved switching to a one page warrant approval cover sheet.

Board approved the following holiday Thanksgiving schedule:

Office closed at noon on Wednesday, November 25th

Office closed all day on Thanksgiving, November 26th

Office closed all day the day after Thanksgiving, November 27th

**OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:**

Discussed the tenant at 35 Cohasset St has until November 30, 2015 to move out or will be evicted.

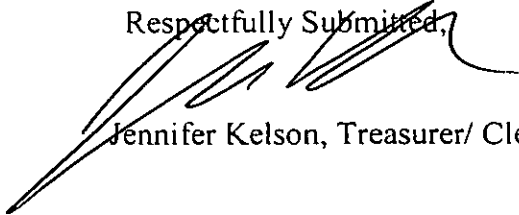
Discussed status of new well at Station 5. Project currently on hold until new engineer comes on board.

Next Board meeting set for Wednesday, December 9, 2015 @ 4:00 pm.

**Adjournment:**

There being no further issues to come before the Board, *a MOTION to adjourn the meeting at 5:14 PM was made by Commissioner Tellier and SECONDED by Commissioner Carrara and so moved.*

Respectfully Submitted,



Jennifer Kelson, Treasurer/ Clerk

BOARD OF COMMISSIONERS MEETING RECEIVED

MINUTES OF

Thursday, December 3, 2015 2016 AUG 4 PM 2:21

Buzzards Bay Water District

15 Wallace Ave Buzzards Bay, MA 02532

MINUTES

**Present:**

- R. Tellier, Chairperson
- J. Carrara, Commissioner
- R. Ethier, Commissioner
- B. Woods, Admin Support
- S. Souza, Superintendent
- J. Kelson, Treasurer/ Clerk
- L. Warren, Billing Clerk

**Guests:**

- Doug Crabtree CPA
- Robert Troy, Troywall Associates

Meeting Called to order at 4:05 pm by R. Tellier, Chairman.

**APPOINTMENTS:**

Doug Crabtree, CPA reviewed his recommendations for an increase in internal controls and provided a written report detailing findings of the internal investigation and alleged misappropriation of assets. R. Tellier made a MOTION to accept Crabtree's recommendations, SECONDED by J.Carrara, and all in favor.

At 4:45 pm, Robert Troy, Troywall Associates, asked R.Ethier to dismiss himself from the meeting due to the sensitive nature of the topics to be discussed.

Robert Troy reviewed the findings of the case, stated that indictments were issued. He did state that the staff could be called as witnesses once the criminal process begins.

**OLD BUSINESS:** Financial Updates

See description under **Appointments** above.

**OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:**

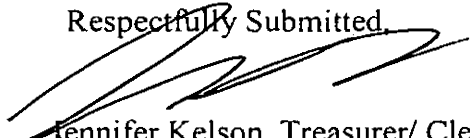
Jennifer Kelson, Treasurer, stated that Dan Sullivan of CliftonLarsonAllen will be present at December 9, 2015 board meeting to make presentation on proposed audit and financial services.

Next Board meeting set for Wednesday, December 9, 2015 @ 4:00 pm.

**Adjournment:**

There being no further issues to come before the Board, a MOTION to adjourn the meeting at 6:00 PM was made by Commissioner Tellier and SECONDED by Commissioner Carrara and so moved.

Respectfully Submitted,



Jennifer Kelson, Treasurer/ Clerk

**RECEIVED**

**BOARD OF COMMISSIONERS MEETING**  
MINUTES OF  
Wednesday, December 9, 2015

2016 AUG 24 PM 2:21

TOWN CLERK BOURNE

Buzzards Bay Water District

15 Wallace Ave. Buzzards Bay, MA 02532

**MINUTES**

**Present:**

R. Tellier, Chairperson  
J. Carrara, Commissioner  
R. Ethier, Commissioner  
B. Woods, Admin Support  
S. Souza, Superintendent  
J. Kelson, Treasurer/ Clerk

**Guests:**

Anne Dunn, Town of Plymouth  
Mathew Hunt, CPA, CliftonLarsonAllen  
Josee Young, CPA, CliftonLarsonAllen  
Dan Sullivan, Principal, CliftonLarsonAllen

Meeting Called to order at 4:05 pm by Rickie Tellier, Chairman.

**APPOINTMENTS:**

Anne Dunn, Town of Plymouth, proposed to set the FY2016 Plymouth Tax Rate at .86 as compared to .59 FY2015. R. Tellier made a MOTION to approve, SECONDED by R. Ethier, and all in favor. J. Carrara brought up issue of tax payments from Plymouth and how they need to be sent in a more timely manner. Anne suggested to the Board that they send a letter to Pamela L. Borgatti, Treasure/Collector with a cc to Lynne Barrette, Finance Director.

Mathew Hunt, CPA of CliftonLarsonAllen made a presentation of the auditing and financial services they could provide the District. R. Tellier made a MOTION to approve the proposal, SECONDED by J. Carrara, and all in favor. CliftonLarsonAllen will begin work on the FY2015 within the next couple months. Dan Sullivan, Principal will continue to offer training and support to Treasurer.

**APPROVAL OF MINUTES:**

There was a MOTION made by the R. Ethier, Commissioner, and SECONDED by J. Carrara, Commissioner to approve the minutes of the November 10, 2015 meeting and approve the minutes of the December 3, 2015 meeting.

**WARRANT:**

Warrants approved and signed.

**COMMITMENTS:**

None

**CORRESPONDENCE:**

None

**OLD BUSINESS:**

District has taken ownership of 35 Cohasset Ave. Discussed plans to clean and empty building as soon as possible. Identified the need to research and brainstorm ideas for adequate use of the property and building renovations.

**NEW BUSINESS:**

None

**SUPERINTENDENT'S REPORT:**

Reference Inter-office memorandum dated 12/9/15 by Steve Souza, Superintendent.

**TREASURER'S REPORT:**

Reference Inter-office memorandum dated 12/9/15 by Jennifer Kelson, Treasurer/Clerk.

Board approved the following holiday Christmas schedule:

Office closed at noon on Thursday, December 24th

Office closed all day on Christmas, December 25<sup>th</sup>

Office closed at noon on New Year's Eve Day, December 31st

Office closed all day on New Year's, January 1st

**OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:**

Discussed the need to prevent the use of social media by employee's on work time. Treasurer and Superintendent to review and construct new policy regarding use of social media.

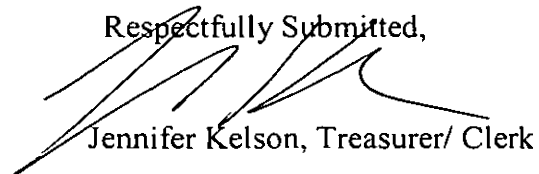
Discussed the need to hire a new engineering firm. District will consider options and will look to interview Tater & Howard at next district meeting.

R. Tellier emphasized that it is in the District's best interest to keep Barry Woods on staff regardless of budget constraints.

**Adjournment:**

There being no further issues to come before the Board, *a MOTION to adjourn the meeting at 4:56 PM was made by Commissioner Tellier and SECONDED by Commissioner Carrara and so moved.*

Respectfully Submitted,



Jennifer Kelson, Treasurer/ Clerk





*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 4:00 p.m. on the following date:  
 Wednesday December 9, 2015**

CALL MEETING TO ORDER:

APPOINTMENTS:

Ann Dunn Plymouth Tax Rate

Clifton Larson Allen

REVIEW AND APPROVE MINUTES:

REVIEW AND APPROVE WARRANTS:

REVIEW AND APPROVE COMMITMENTS:

CORRESPONDENCE:

OLD BUSINESS:

NEW BUSINESS:

Superintendent Report:

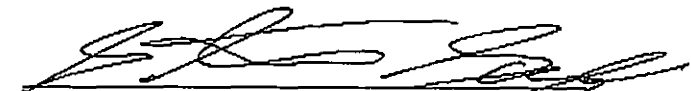
Treasurers Report:

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

2015 DEC 9 PM 12 09  
 TOWN CLERK'S OFFICE  
 BOURNE, MASS

  
 Steve Souza / Superintendent

FAXED TO:  
 Bourne Town Clerk 508-759-7980  
 Plymouth Town Clerk 508-830-4062  
 PLEASE POST: Meeting Notice

**BOURNE BYLAW COMMITTEE**

**NOTICE OF MEETING**

Wednesday, January 21, 2015 at 4:30 p.m.  
Bourne Town Hall  
Lower Conference Room

2015 JAN 15 PM 3 24  
TOWN CLERK'S OFFICE  
BOURNE, MASS

**MEETING AGENDA**

1. Opening - announce that the meeting is being taped to keep accurate minutes.
2. Review and approve minutes of previous meeting.
3. New business:  
None at this time.
4. Old business:
  - Election of Officers for the coming year.
  - Continue review of Bylaws
    - (a) Community Preservation - Chapter 8;
    - (b) General Bylaws - Chapter 4 - response from Building Inspector;
    - (c) Review of Bylaw for School Building Committee.
5. Public Input:

Submitted by,

David T. Gay, Esquire  
Acting Chairman  
Bourne Bylaw Committee

**BOURNE BYLAW COMMITTEE**

2015 JAN 16 AM 9 27

TOWN CLERK'S OFFICE  
BOURNE, MASS

**NOTICE OF MEETING**

Wednesday, January 21, 2015 at 4:30 p.m.

Bourne Town Hall  
Lower Conference Room

**MEETING AGENDA**

1. Opening - announce that the meeting is being taped to keep accurate minutes.
2. Review and approve minutes of previous meeting.
3. New business:  
  
None at this time.
4. Old business:
  - Election of Officers for the coming year.
  - Continue review of Bylaws
    - (a) Community Preservation - Chapter 8;
    - (b) General Bylaws - Chapter 4 - response from Building Inspector;
    - (c) Review of Bylaw for School Building Committee.
5. Public Input:

Submitted by,

David T. Gay, Esquire  
Acting Chairman  
Bourne Bylaw Committee

BY LAW COMMITTEE

MINUTES January 21, 2015

Meeting convened in the lower conference room at Town Hall 2015 MAR 9 AM 10 21

TOWN CLERK'S OFFICE  
BOURNE, MASS

Members in attendance: David Gay, Chairman; George Slade; Elmer Clegg, and  
Cynthia Coffin, Secretary.

Frank Kodzis was not in attendance.

Jim Mulvey was in the audience for half the meeting.

Mr. Gay opened the meeting at 4:40 PM and stated that the meeting was not being taped.

Mr. Gay asked if there was a motion to approve the minutes of December 3, 2014. Mr. Slade and Mr. Clegg stated that they did not receive the minutes but they reviewed the copy at the meeting. Mr. Slade made a motion to approve the minutes. Mr. Clegg seconded the motion. It was a unanimous vote. Ms. Coffin stated that from now on she will forward the draft minutes to all members so that everyone will be sure to have a copy. If any corrections are suggested she will make changes and get them back out.

Election of Officers was next. Ms. Coffin made a motion to have Mr. Gay continue as Chairman. Mr. Clegg seconded the motion. It was a unanimous vote. Mr. Gay suggested that Mr. Clegg serve as Vice-Chairman. Ms. Coffin made a motion to approve Mr. Clegg as Vice-Chair. Mr. Gay seconded the motion. It was a unanimous vote. Mr. Clegg made a motion that Ms. Coffin continue as Secretary, Mr. Slade seconded the motion. It was a unanimous vote.

The next item was 'continued review of Bylaws.' Mr. Gay stated that he had sent a letter to the Town Clerk regarding Chapter 8, Community Preservation. Barry Johnson, Town Clerk, emailed Mr. Gay that he would ask the rest of the members of the CPA to see if they had any comments. It was supposed to be discussed on December 8<sup>th</sup> and then Mr. Johnson was supposed to present any comments at this meeting. Unfortunately Mr. Johnson was unable to attend tonight's meeting. It was decided that this item would be continued to the next meeting.

Mr. Gay stated that he also sent a letter to the Building Inspector to see if he had any comments regarding Chapter 4 of the Bylaws regarding the Inspection Department. Mr. Laporte, the building inspector, wrote back that he had no concerns and was fine with the Chapter as it stood. Mr. Clegg did mention that at a previous town meeting the section describing the Weights and Measures had been deleted but that there was still reference to Public Weighers in Section 4.1.1. It was decided that Mr. Clegg would speak to the Town Administrator and the Building Inspector to see if Public Weighers were still under the supervision of the building inspector. It was stated that there was still a Sealer of Weights and Measurements but the members felt that the position was now a shared position with other Towns. This would be looked at again with more information. There was also discussion regarding Section 4.1.2 as to whether there were still appointments of the Public Weighers made by the Town Administrator and how long the appointments were. That section also stated that the Building

Inspector appoints the Plumbing Inspector and the Gas Inspector and Mr. Clegg will find out about that. He will ask what the term of appointments are supposed to be as well. Information will be brought back to the next full meeting in February.

The next item was the School Building Committee bylaw. Mr. Gay stated that he received a letter that everything was in order for that bylaw and it had been accepted by the AG's office.

Mr. Slade mentioned that Monday, January 26th was a Special Town meeting. There was general discussion among the members and Jim Mulvey, in the audience, about the warrant article to put a ballot question at the next Town Election to see if the Town wants to apply for membership in the MBTA. There was discussion about the costs to Bourne, etc. Then Mr. Slade mentioned that the Council on Aging bylaw was back on the warrant. This article had been postponed for further action at the last Town meeting. The Bylaw committee had made amendments to the bylaw as submitted by the COA and had put that on the previous warrant. The proposed bylaw that is in the new warrant is not the same as the one that the bylaw committee had presented. There was discussion among the members that the bylaw committee had voted to remove wording from section F that stated that the Executive Director reported to the Town Administrator, as Mr. Guerino had come before the bylaw Committee and previously stated that the reporting was done to the Board of Selectmen. The bylaw committee had also removed section G but that was back in the bylaw on the new warrant. Mr. Gay also had serious concerns as there was a section in the proposed bylaw that stated that the bylaws could be changed at a properly noticed meeting of the Board of the Council on Aging. This is contrary to the Charter and bylaws. A bylaw can only be amended at Town meeting. It was decided that Ms. Coffin would talk to Mr. Guerino, Town Administrator, on Thursday and make the By Law Committee concerns known. The bylaw committee members said that they would not support a section that would say that a committee could amend the Town bylaw, which this section appears to be stating.

It was decided that the next full meeting of the By Law Committee will be February 18, 2015 at 4:30 in the lower conference room of Town Hall. The group also felt that they should meeting quickly before the Special Town meeting in case any formal votes or actions needed to be taken before Town Meeting. Mr. Gay stated that he would post a meeting on January 26 at 6:30 to take any necessary action.

Ms. Coffin made a motion to adjourn. Mr. Clegg seconded the motion. It was a unanimous vote and the meeting adjourned at 5:26 PM.

Submitted by Cynthia A. Coffin, Secretary

BY LAW COMMITTEE

MINUTES February 6, 2015

Special Meeting 7:00 PM, convened in the lower conference room at Town Hall

TOWN CLERK'S OFFICE

Members in attendance: David Gay, Chairman; Elmer Clegg, Vice-Chairman; Cynthia Coffin, Secretary; George Slade; and Frank Kodzis. Dennis Woodside was also present as a non-voting member, Bourne PD.

Mr. Gay stated that the only item for discussion is the proposed Council on Aging Bylaw. Back in September the original bylaw had come before the Bylaw Committee and at that time we reviewed and voted to make changes and sent those changes to the Town Administrator. The article was subsequently tabled at the October Town meeting. Mr. Gay stated that he had assumed that the tabling was to make corrections or modifications based on our comments. All members agreed that they did as well. Now, however, the COA article on the warrant for the Special Town meeting on February 10<sup>th</sup> has none of the changes we voted on and as well has sections that do not agree with the Town Charter. Chief Woodside stated that he is really concerned that much of what is written goes against the Charter or just has wording that is unnecessary. He said that the work of the Bylaw Committee over the last few years was to make fines for violations reasonable and consistent with other Towns. The second task we set for ourselves was to correct wording in the bylaws that was either incorrect or unnecessary. He does not even see why this bylaw is necessary. As to the bylaw in the warrant Chief Woodside stated that Sections F & G seem to conflict with each other and with what is in the Town Charter. The Town Charter states that all Boards appointed by the Selectmen report to the Selectmen. He also doesn't see why the bylaw has to have wording that refers to the Charter as in the proposed Section G. Everyone agreed that the wording in F is a violation of the Charter. Chief Woodside suggested that F&G or Article II be basically combined and changed so that Section F would read as follows:

"According to the Charter Section 3-5, all boards, committees and commissions appointed by the Board of Selectmen shall be responsible to the Board of Selectmen. In addition, the Board of the Bourne COA shall act in an advisory capacity to the Executive Director, or in the absence of the Executive Director, to the Town Administrator or his designee"

It was discussed by the members that Article VI should be removed. Both Chief Woodside, Mr. Gay and Ms. Coffin all said that the Town Administrator has stated that this Article, which speak to amendments of this bylaw, will be removed. The Bylaw Committee members all commented that as written in the warrant, it totally conflicts with the Town Charter. Any changes to the Bylaw need to come back before the Town Meeting for a vote and first need to come to the Bylaw Committee for review.

Mr. Gay also mentioned that Article VII makes no sense as there is no discussion as to who the Executive Director is, and Chief Woodside also stated that the article says pursuant to the Town of Bourne Charter, but the Town of Bourne Charter does not even mention a COA Executive Director. Mr. Gay suggested that there be an added Section D under Article V which states "There shall be an Executive Director appointed by the Board of Selectmen."

There was much discussion among the members. Chief Woodside and Committee Member Mr. Kodzis really feel that this article needs a lot more work and should be IP'd at the Town Meeting. The other

members thought it was better to recommend the IP but to also offer an amendment to the wording that would make it more correct and supportable by the ByLaw Committee. Mr. Gay said that he would like to see the Committee vote on the recommended changes to the proposed bylaw and then he will write a letter to the Finance Committee and the Town Administrator and Town Moderator stating that the Bylaw Committee recommends Indefinite Postponement of the COA article as it needs to be further vetted, but that if the Town chooses to go forward the Bylaw Committee has proposed the amendments discussed tonight, i.e. rewording of Section F & G in Article II as written above in the minutes. Chief Woodside suggested that the letter state that the Bylaw Committee does not endorse the proposed COA bylaw as written and that the bylaw should be redone, but that if the Town chooses to proceed...here are the changes that the Bylaw Committee recommends and have voted. Mr. Gay said that basically that is exactly what he has already stated he will say. In summary the changes are the combining of F&G under Article II with slight rewording, the addition of a Section D under Article V, elimination of Article VI and Elimination of Article VII. Mr. Gay made a motion to accept these changes. Ms. Coffin seconded the motion. It was a vote of 4 in favor with 1 abstention.

There was a motion to adjourn by Ms. Coffin. Mr. Clegg seconded the motion. It was unanimous and the meeting ended at 4:45 P.M.

Submitted by Cynthia A. Coffin, Secretary

# **BOURNE BYLAW COMMITTEE**

## **NOTICE OF SPECIAL MEETING**

Monday, January 26, 2015 at 6:30 p.m.  
Bourne High School Auditorium

### **MEETING AGENDA**

1. Review and consider the Warrant Article for Bourne Special Town Meeting concerning the proposed by-law for the Council on Aging. Said Article on the Warrant for the Special Town Meeting scheduled for 7:00 p.m. on Monday, January 26, 2015 at the Bourne High School Auditorium.
  
2. New business:  
None at this time.
  
3. Public Input:

Submitted by,

David T. Gay, Esquire  
Chairman Bourne Bylaw Committee

2015 JAN 22 PM 1 34  
TOWN CLERK'S OFFICE  
BOURNE, MASS



BOURNE BYLAW COMMITTEE

NOTICE OF SPECIAL MEETING

Monday, January 26, 2015 at 6:30 p.m. Bourne High School Auditorium

MEETING AGENDA

1. Review and consider the Warrant Article for Bourne Special Town Meeting concerning the proposed by-law for the Council on Aging. Said Article on the Warrant for the Special Town Meeting scheduled for 7:00 p.m. on Monday, January 26, 2015 at the Bourne High School Auditorium.

2. New business:

None at this time.

3. Public Input:

Submitted by,

David T. Gay, Esquire Chairman Bourne Bylaw Committee

CANCELLED

2015 JAN 26 PM 12 01  
TOWN CLERK'S OFFICE  
BOURNE, MASS

2015 JAN 26 AM 10 48

**BOURNE BYLAW COMMITTEE**

TOWN CLERK'S OFFICE  
BOURNE, MASS

**NOTICE OF SPECIAL MEETING**

Monday, February 2, 2015 at 6:30 p.m.  
Bourne High School Auditorium

**MEETING AGENDA**

1. Review and consider the Warrant Article for Bourne Special Town Meeting concerning the proposed by-law for the Council on Aging. Said Article on the Warrant for the Special Town Meeting scheduled for 7:00 p.m. on Monday, February 2, 2015 at the Bourne High School Auditorium.
  
2. New business:  
  
None at this time.
  
3. Public Input:

Submitted by,

David T. Gay, Esquire  
Chairman Bourne Bylaw Committee

**BOURNE BYLAW COMMITTEE**

**NOTICE OF SPECIAL MEETING**

2015 FEB 2 PM 12 13

TOWN CLERK'S OFFICE  
BOURNE, MASS

Monday, February 2, 2015 at 6:30 p.m.  
Bourne High School Auditorium

MEETING AGENDA

CANCELLED DUE TO WEATHER

1. Review and consider the Warrant Article for Bourne Special Town Meeting concerning the proposed by-law for the Council on Aging. Said Article on the Warrant for the Special Town Meeting scheduled for 7:00 p.m. on Monday, February 2, 2015 at the Bourne High School Auditorium.
2. New business:  
None at this time.
3. Public Input:

Submitted by,

David T. Gay, Esquire  
Chairman Bourne Bylaw Committee

**BOURNE BYLAW COMMITTEE**

2015 FEB 4 AM 9 59

**NOTICE OF SPECIAL MEETING** TOWN CLERK'S OFFICE  
BOURNE, MASS

Friday, February 6, 2015 at 4:00 p.m.

Bourne Town Hall  
Lower Conference Room

**MEETING AGENDA**

1. Review and consider the Warrant Article for Bourne Special Town Meeting concerning the proposed by-law for the Council on Aging. Said Article on the Warrant for the Special Town Meeting scheduled for 7:00 p.m. on Tuesday, February 10, 2015 at the Bourne High School Auditorium.
  
2. New business:  
  
None at this time.
  
3. Public Input:

Submitted by,

David T. Gay, Esquire  
Chairman Bourne Bylaw Committee

# BOURNE BYLAW COMMITTEE

## NOTICE OF MEETING

Wednesday, February 18, 2015 at 4:30 p.m.

Bourne Town Hall  
Lower Conference Room

2015 FEB 12 PM 12 25  
TOWN CLERK'S OFFICE  
BOURNE, MASS

## MEETING AGENDA

1. **Opening.**
2. **Review and approve Minutes of previous meeting.**
3. **Old business.**
  - A. Continue review of Bylaws;
    - Review of proposed Bylaw for Council on Aging;
    - General review of Bylaws;
4. **New Business.**

Review proposed Bylaw submitted by Finance Committee Amendment to Section 1.3.1
5. **Public Input.**

Submitted by,

David T. Gay, Esquire  
Chairman Bourne Bylaw Committee

~~XXXXXXXXXXXX~~ 2015 MAR 19 PM 1 28

BOURNE BY LAW COMMITTEE TOWN CLERK'S OFFICE  
MINUTES OF MEETING BOURNE, MASS

WEDNESDAY, FEBRUARY 18, 2015 AT 4:30 P.M.  
BOURNE TOWN HALL, LOWER CONFERENCE ROOM

Meeting was opened by Chairman David T. Gay at 4:35 p.m.

Those in attendance were: David T. Gay  
Frank M. Kodzis  
Elmer Clegg  
George Slade

Absent and excused: Chief Dennis Woodside  
Cynthia M. Coffin

The Minutes of the previous meeting were reviewed and accepted unanimously.

Chairman David Gay reviewed with the members an email he received from Chief Dennis Woodside concerning the proposed bylaw for the Council on Aging. That email dated Wednesday, February 18<sup>th</sup> at 1:21 p.m. advised that due to a conflict Chief Woodside would not be able to attend the 4:30 meeting. However, he did express the willingness to meet with Selectwoman Linda Zuern and Felicia Monteiro, Director, Council on Aging. In view of that offer, a Motion was made and seconded passed unanimously to authorize Chief Woodside to meet with Selectwoman Linda Zuern and Ms. Felicia Monteiro to discuss the proposed Council on Aging bylaw work on specific language expressing the concerns that the Bylaw Committee had with the previous draft, etc. We would ask the Chief to report his results of his meetings at our next meeting.

There were no general bylaws to review.

Under new business, the Committee considered a proposal submitted from the Finance Committee by Mary Jane Mastrangelo, Chairperson of the Committee. Member George Slade presented the Bylaw modification proposal and a lengthy discussion followed concerning the request to delete language.

It was recommended by Elmer Clegg that we should urge the Moderator to make every effort to appoint someone from each of the Villages whenever possible or practical. The Bylaw Committee feels strongly that such representation is important. However, understanding the practical problems that exist in having a full membership for the Finance Committee, the proposal to amend Section 1.3.1 by striking the following sentence "...the Committee shall have one member from at least five of the Town's seven villages, namely; Sagamore, Bournedale, Bourne, Buzzards Bay, Monument Beach, Pocasset and Cataumet, and seven members at large..." was approved. It was noted at the meeting that support for this Motion was received by email from the Town Moderator and the Town Administrator. That Motion to amend the bylaw by striking the sentence passed unanimously.

There was no other new business.

The Members agreed to schedule the next meeting for Wednesday, March 18, 2015 at 4:30 p.m.

Respectfully submitted,

David T. Gay, Esquire  
Chairman Town of Bourne Bylaw Committee

Approved 3/18/15

# **BOURNE BYLAW COMMITTEE**

## **NOTICE OF MEETING**

Wednesday, March 18, 2015 at 4:30 p.m.

Bourne Town Hall  
Lower Conference Room

### **MEETING AGENDA**

1. **Opening.**
2. **Review and approve Minutes of previous meeting.**
3. **Old business.**
  - A. Continue general review of Bylaws;
  - B. Review status on Council on Aging bylaw proposal;
4. **New Business.**

None at this time.
5. **Public Input.**

Submitted by,

David T. Gay, Esquire  
Chairman Bourne Bylaw Committee

2015 MAR 9 AM 11 28  
TOWN CLERK'S OFFICE  
BOURNE, MASS

David T. Gay  
P.O. Box 988  
Taunton, MA 02780  
office (508) 822-2071  
cell 508-944-3226

2015 JUN 25 AM 11 13  
TOWN CLERK'S OFFICE  
BOURNE, MASS

June 24, 2015

via email only [bjohnson@townofbourne.com](mailto:bjohnson@townofbourne.com)

Town of Bourne  
Attn: Barry H. Johnson, Town Clerk  
24 Perry Avenue, Toom 103  
Buzzards Bay, MA 02532

**Re: Official Minutes of the Bourne Bylaw Committee Meeting March 18, 2015**

Dear Town Clerk Johnson:

For your records enclosed please find a copy of the Minutes of the Bourne Bylaw Committee Meeting held on March 18, 2015. These Minutes were approved by the Board at its meeting on June 17, 2015.

The next meeting of the Board is tentatively scheduled for September 9, 2015.

Respectfully,

*David T. Gay*

David T. Gay, Esquire  
Chairman Bourne Bylaw Committee

DTG/bd  
Enclosure

cc: Bourne Bylaw Committee  
Dennis Woodside via email [dwoodside@townofbourne.com](mailto:dwoodside@townofbourne.com)  
Elmer Clegg via email [elmer.clegg@gmail.com](mailto:elmer.clegg@gmail.com)  
George Slade via email [geoslade@msn.com](mailto:geoslade@msn.com)



BOURNE BY LAW COMMITTEE

MINUTES OF MEETING

WEDNESDAY, MARCH 18, 2015 AT 4:30 P.M.  
BOURNE TOWN HALL, LOWER CONFERENCE ROOM

2015 JUN 25 AM 11 13  
TOWN CLERK'S OFFICE  
BOURNE, MASS

Meeting was opened by Chairman David T. Gay at approximately 4:35 p.m.

Those in attendance were:       David T. Gay  
  George Slade  
  Cynthia Coffin

Absent and excused:            Chief Dennis Woodside  
  Frank M. Kodzis  
  Elmer Clegg

The Minutes of the previous meeting (February 18, 2015) were reviewed and on Motion made by Ms. Coffin and seconded by Mr. Slade the Board approved the Minutes.

The next order of business was the review of the proposal submitted for an Article in Annual Town Warrant to delete Section 2.5 Council on Aging in its entirety and insert a new Article 2.5 Council on Aging. The Board reviewed the draft submitted and on Motion made by Ms. Coffin and seconded by Mr. Slade voted unanimously to approve the draft with the following essentially grammatical changes:

In Section 2.5.2:

The Board suggests that we remove the last sentence of the first paragraph and insert it as the second sentence in the second paragraph therefore the sentence that reads "...as the Board of Selectmen appoints this advisory committee, all members are responsible to the Board of Selectmen as stated in the Town of Bourne Charter, as amended...". This sentence would be placed as the second sentence of the next paragraph inserted after the words "retiring member" and before the sentence that begins "said terms shall be...".

In that second paragraph the fifth line presently reads "members can be reappointed" the Board suggests it should read "members may be reappointed" so "can" is deleted and replaced with "may".

In the next line the word "Council" should read "Advisory Committee".

In Section 2.5.3:

Sentence B should read : "Meetings shall be held on a regular monthly schedule and/or as needed basis."

In paragraph E the word "as" in the next to the last line after "Advisory Committee" before the word "and" the word "as" should be stricken.

In Section 2.5.4:

Paragraph A the word "chairman" should be "chairperson" and the word "vice chairman" should be "vice chairperson."

On the second line where it says "...shall report the fact to the Town Clerk". Should read "...shall report the election results to the Town Clerk."

Paragraph C, 3 - insert the word "within" after "Town Clerk" and before "7".

In Section 2.5.5:

In the next to the last line on the second page, the word "or" after "Council on Aging" should say "nor".

These are the changes suggested. With these changes the Board voted unanimously to recommend approval of this proposed Bylaw modification.

There being no further business the Board on Motion made by Ms. Coffin and seconded by Mr. Slade voted to adjourn. No new meeting date was set.

Respectfully submitted,

David T. Gay, Esquire  
Chairman Town of Bourne Bylaw Committee

**BOURNE BYLAW COMMITTEE**

2015 MAY 20 AM 10 51

**NOTICE OF MEETING**

TOWN CLERK'S OFFICE  
BOURNE, MASS

Wednesday, June 17, 2015 at 4:00 p.m.

Bourne Town Hall  
Lower Conference Room

**MEETING AGENDA**

1. **Opening.**
2. **Review and approve Minutes of previous meeting.**
3. **Old business.**
  - A. Continue general review of By-laws as appropriate;
4. **New Business.**
  - A. Review proposal for By-law change to Section 3.1.29 Licensing and Control of Dogs submitted by Timothy Mullen, Bourne Director of Natural Resources.
  - B. Announcement of resignation of member Cynthia Coffin to be effective June 30, 2015;
  - C. Update of status of the amendments voted as to the Council on Aging By-law changes.
5. **Public Input.**

Submitted by,

David T. Gay, Esquire  
Chairman Bourne Bylaw Committee

**BOURNE BY LAW COMMITTEE**

**MINUTES OF BYLAW COMMITTEE MEETING  
TOWN OF BOURNE**

**CALLED TO ORDER ON  
WEDNESDAY, JUNE 17, 2015 AT 4:00 P.M.  
BOURNE TOWN HALL, LOWER CONFERENCE ROOM**

2015 SEP 18 AM 10 10  
TOWN CLERK'S OFFICE  
BOURNE, MASS

Present at the meeting were: David T. Gay, Chairman  
Frank M. Kodzis, Member  
Elmer Clegg, Member  
George Slade, Member

Excused from meeting was: Chief Dennis Woodside  
Ms. Cynthia Coffin was also excused.

Chairman Gay opened by requesting a Motion on the approval of the Minutes of the March meeting, after review and discussion it was voted on Motion of George Slade, seconded by Elmer Clegg to approve the Minutes as presented. The Motion carried unanimously.

Chairman Gay suggested that since Mr. Mullen from the Department of Natural Resources was present that we move to that item on the agenda. Discussion followed between the members Mr. Mullen and Building Inspector Mr. Roger LaPorte. Discussion concerned the effect of the Zoning Bylaw which controls Special Permits for the location of kennels; the Board of Health Regulations which set up Rules and Regulations for the operation of kennels and the General Bylaw Section 3.1.29 which purports to control licensing and controlling of dogs and kennel licenses.

Mr. Mullen pointed out that the fact that we have three (3) separate sections of Town administrative government dealing with this issue has caused some issues with respect to enforcement. He also pointed out that the State Rules and Regulations concerning a kennel had been changed substantially by Chapter 193 of the Acts of 2012.

The consensus of the discussion was that the enforcement of the kennel licenses and dog licenses should be uniform and should be through the animal control officer Department of Natural Resources. Mr. Mullen pointed out that Town Counsel Attorney Bob Troy had expressed an interest in discussing this matter further with the Bylaw Committee however, he was unable to attend the meeting due to another commitment. After further discussion we came to a consensus that the following areas needed to be addressed:

1. The effects of Chapter 193 of the Acts of 2012 on the Town Bylaw - should we establish "types of kennels" or not and should we have our Bylaw more restrictive than the state rule as to definition of a kennel.
2. The second area was to coordinate the Zoning Bylaw enforcement with the Bylaw enforcement language of the Town General Bylaw - it was thought that any zoning decisions granting special permits could refer to the General Bylaw for enforcement of the permit conditions.

3. The enforcement of a license agreement, both for kennel licenses and dog licenses.
4. Enforcement of the kennel permit conditions be coordinated between the Board of Health and the Town Bylaw.
5. Annual fees for licenses - should the fee schedule be changed; should it be listed in the bylaw, etc. It was thought that the annual fee for kennel licenses could be inserted into subsection f where the license fees for dogs are listed. It was also suggested that enforcement could be added at the end of Section 3.1.29, Subsection e on the non-criminal violations language (page 25 of the present bylaws).

After discussion it was agreed that the matter would be taken under advisement and that the Bylaw Committee would form a subcommittee to meet with Town Counsel, Department of Natural Resources, Mr. Mullen, the Building Inspector Mr. LaPorte, and representative of the Board of Health if necessary. Subcommittee appointed was David T. Gay, Frank Kodzis and George Slade. On Motion made by George Slade and seconded by Frank Kodzis that subcommittee appointment was approved unanimously. Chairman Gay stated that he would contact Mr. Mullen and Town Counsel to set up a time for the subcommittee to meet with them and other representatives of the Town as necessary.

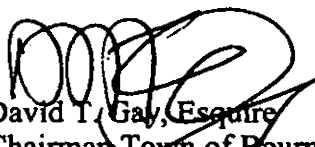
Motion to return to the Agenda, the Bylaw Committee then returned to the Agenda and noted for the record the resignation of Ms. Cynthia Coffin. It was agreed by all that Ms. Coffin had been an outstanding member and contributed greatly to the Bylaw Committee and that she will be sorely missed. We wish to express on the record our thanks to her for her service to the Town not only for the Bylaw Committee but as a outstanding employee for many years.

It was also noted that the Council on Aging Bylaw proposal had passed the Town Meeting, had been forward to the Attorney General's Office. Chairman Gay reported that the Attorney General's Office had approved the Bylaw as submitted. He received notice of that approval from the Town Clerk's Office by email.

There being no further business on the Agenda the Board discussed setting a date for next meeting and it has been tentatively set forth September 9, 2015 at 4:00 p.m.

On Motion made by Mr. Kodzis and seconded by Mr. Slade the Bylaw Committee adjourned its meeting at approximately 5:00 p.m.

Respectfully submitted,

  
David T. Gay, Esquire  
Chairman Town of Bourne Bylaw Committee

2015 AUG 28 PM 3 38

**BOURNE BYLAW COMMITTEE**

TOWN CLERK'S OFFICE  
BOURNE, MASS

**NOTICE OF MEETING**

Wednesday, September 9, 2015 at 4:00 p.m.

Bourne Town Hall  
Lower Conference Room

**MEETING AGENDA**

1. **Opening.**
  
2. **Review and approve Minutes of meeting of June 17, 2015.**
  
3. **Old business.**
  - A. Continue review of proposed By-law change to Section 3.1 Licensing and Controlling of Dogs/Received report from sub-committee.

Continue general review of by-laws as appropriate.
  
4. **New Business.**
  - A. Consider proposal for by-law change to make Police Chief's position a full voting member of the Committee.
  
5. **Public Input.**

Submitted by,

David T. Gay, Esquire  
Chairman Bourne Bylaw Committee

# **BOURNE BYLAW COMMITTEE**

## **NOTICE OF MEETING**

**Wednesday, November 18, 2015 at 4:00 p.m.**

**Bourne Town Hall  
Lower Conference Room**

### **MEETING AGENDA**

2015 NOV 13 PM 10 40  
TOWN CLERK'S OFFICE  
BOURNE, MASS

1. **Opening.**
2. **Review and approve Minutes of meeting of September 9, 2015.**
3. **Old business.**
  - A. Continue review of the proposed By-law changes to Section 3.1 Licensing and Controlling of Dogs/Receive input from Sub-Committee Members, Town Counsel, Town Clerk and Natural Resources Director.
  - B. Continue general review of by-laws as may be necessary.
4. **New Business.**
5. **Public Input.**

Submitted by,

David T. Gay, Esquire  
Chairman Bourne Bylaw Committee