

Also
8-88-17

2009

BFDC

Bourne Veterans Memorial Community Center

Bourne Water

Buzzards Bay Water

Bylaw

Capital Outlay

Community Preservation Committee (CPC)

Proposed Agenda - Board of Directors

Date: January 14, 2009

Time: 7:40 am

Location: Upper Cape Technical School

Call to order B. Motta
Report of Executive Committee B. Motta
Minutes of the December meeting – ACTION ITEM
Treasurer's Report – ACTION ITEM E. Dean, Treasurer
Authorization of expenditures – ACTION ITEM
Bourne Development Campus report Lisa Kirkwood
Executive Director's updates S. Riggs
Report from the Main Street Steering Committee
President's updates
Old Business
New Business
Executive Session
Adjourn

Next meeting: February 11, 2009


Sallie K. Riggs, Executive Director

BOURNE, MASS
TOWN CLERK'S OFFICE
2009 JAN 14 8 10 PM

Minutes: Meeting of the Board of Directors
January 14, 2009

Attending: Elizabeth Dean, Kevin Farr, Christopher Farrell, Michele Ford, Lisa Kirkwood, William W. Locke, Joseph Longo, Barry Motta, Marie Oliva. Executive Director Sallie Riggs.
BFDC Members: Joseph Agrillo, William G. Locke

Vice President Barry Motta opened the meeting at 7:42 am with the request for a moment of silence in memory of John Harding. He then reminded Board members of the church service and celebration of John's life on Saturday.

Report of the Executive Committee: Barry distributed copies of a report of the Executive Committee (a copy is on file with the original of these Minutes). The Executive Committee had met with John a few days after he had been diagnosed with pancreatic cancer. John volunteered to resign and the Executive Committee members indicated a strong preference for John to remain as President as long as he felt up to it. Following John's death, the committee considered options in the context of the By-Laws and is recommending that Barry be elected as President. After a brief discussion, including the comment that the BFDC needs to have a publicly recognized President, the Nominating Committee made the following Motions:

- 1- It was MOVED, SECONDED and VOTED unanimously that Barry Motta be elected President for the remainder of the term.
- 2- It was MOVED, SECONDED and VOTED unanimously that Barry Motta be authorized to sign checks on the BFDC's checking account at TDBanknorth.
- 3- It was MOVED, SECONDED and VOTED unanimously that Michele Ford be elected as Vice President for the remainder of the term.
- 4- It was MOVED, SECONDED and VOTED unanimously that Lisa Kirkwood be elected as at-large member of the Executive Committee.

Minutes: Joe Longo offered an amendment to the Minutes that were circulated in advance of the meeting (a copy is on file with the original of these Minutes) – under President's updates, "waffle" ball should be "wiffle." It was then MOVED, SECONDED and VOTED with two abstentions to accept the Minutes as amended.

Treasurer's Report: Liz Dean referred to the Treasurer's documents that were circulated in advance of the meeting (a copy is on file with the original of these Minutes) and noted that the BFDC, as of December 31, 2008, had \$71,636.62 in its two accounts. She also reported that there is one bill for authorization: \$2000 to Tighe and Bond for the funding study. It was then MOVED, SECONDED, and VOTED unanimously to authorize payment of the \$2,000 to Tighe & Bond. It was also MOVED, SECONDED and VOTED unanimously to accept the Treasurer's report as circulated.

BDC Working Group: Lisa Kirkwood reported for the working group which had met only once since last BFDC Board meeting. Jerry Ingersoll is continuing to develop an LLC of neighboring landowners who are planning to install wind turbines. That LLC would become a tenant of the BDC by virtue of leasing BDC land for approximately four turbines. The working group is still waiting for more specific information about location of the turbines. Sallie is preparing an application to the US Economic Development Administration for funds to be used for road construction. As part of that application the working group is considering

alternative locations for an access road and is anticipating a letter of support from an adjacent landowner whose land an access road might cross.

Sallie added that since that meeting she had met with the USDA Rural Development program staff and they have encouraged the BFDC to apply for a technical assistance grant. One requirement of the grant application is a vote of the Board authorizing the application.

It was then MOVED, SECONDED, and VOTED unanimously to authorize the application for a grant from the USDA Rural Business Enterprise Grant Program in the range of \$30,000 to \$50,000.

Executive Director's Report: Sallie reported on the recent meeting of the Main Street Steering Committee:

- 1- The streetscape project is moving forward with \$700,000 of state highway funds and planning funds from the Commission's mitigation program. Design is expected to be completed by spring, bids during the summer and construction to begin after Labor Day. The Town Planner said she intends to have some of the Stantec gateway recommendations incorporated into the plan.
- 2- The Town was approved for the Chapter 43D expedited permitting program and was awarded a \$60,000 grant over two years. A contract employee position is being advertised and the Town Administrator intends to have that person selected and beginning work in early March. The position will be responsible for the expedited permitting process on the local level, an application to the Commission for a Growth Incentive Zone for downtown, and a development agreement for the Bourne Development Campus.
- 3- Stop and Shop has purchased the lease on the former Grand Union site but their intentions are not clear at this point.
- 4- Wastewater planning is continuing with Tighe & Bond's funding study. That study will go before the Board of Sewer Commissioners in the next 4-6 weeks. In the meantime, the Capital Planning Committee will be asked for funds for the FY10 budget for the next planning phase. The MSSC spent considerable time discussing the need for public education on three aspects of the project: a) how it will be funded other than costs being allocated to every tax payer, b) what the plant will look and smell like concerning its potential location in proximity to the new school, and c) how the groundwater flows away from the drinking water zone. Hydro-geological studies are being proposed as well as a field trip to facilities that are similar to that proposed for Bourne.

Sallie concluded by noting that she has volunteered to speak at the celebration of John's life on Saturday and invited Board members to send her thoughts and memories of John.

President's updates: Barry asked the Board to discuss possible ways to memorialize John. Ideas included: a) renaming part of Main Street, naming the road in the BDC for John, naming the BDC as the Harding Technology Park, reading a memorial minute at the Town Meeting, and creating an annual award as the "John Harding Why Not Award." After a brief discussion it was MOVED, SECONDED and VOTED unanimously to create such an award. Barry concluded the discussion by inviting Board members to bring additional items to the next meeting.

Barry noted that Sallie has been working without compensation since July 1. He indicated that he intends to call a meeting of the Finance Committee to develop a recommendation on possible compensation.

Old Business: Barry asked Sallie to lead a discussion of the nominating process. She began by noting that the Board has three vacancies: one that will be filled by vote of the Board and ratified by the Members, and two that will be filled by appointment by the Board of Selectmen. She circulated charts showing: a) current Board expertise and skills, and b) a matrix of desired expertise and skills. She invited a discussion of the documents. The

revised versions are appended to these Minutes. There was consensus that the three highest priority needs are: commercial real estate, economic development, and a respected member of the senior community. The exercise concluded with a request that each Board member take responsibility for identifying both skills and individuals that will strengthen the Board and forwarding these to Sallie. She had discussed with the Town Administrator that he would be willing to have the BFDC Board's thoughts on experience and skills to forward to the Board of Selectmen.

There being no new business, Barry asked for a motion to adjourn to executive session for the purpose of discussing the acquisition of real estate. It was so MOVED, SECONDED and VOTED by unanimous voice roll call.

At 9:02 am the regular meeting of the Board was reconvened. The treasurer had discovered an error on the bill authorization. It was then MOVED, SECONDED and VOTED unanimously to authorize paying a bill of \$2,200 to Tighe and Bond, rather than the \$2000 that had been previously voted.

Adjourn: The meeting was then adjourned at 9:04 am.



Respectfully submitted,
Sallie K. Riggs, Executive Director

BFDC
Bourne Financial
Development Corporation508 457-5305 www.bfdonline.org
P O Box 289, Buzzards Bay, MA 02532-0289**Proposed Agenda - Board of Directors****Date:** February 11, 2009**Time:** 7:40 am**Location:** Upper Cape Technical School

Call to order

B. Motta

Minutes of the January meeting

Treasurer's Report

E. Dean, Treasurer

Authorization of expenditures

Finance Committee

E. Dean

Bourne Development Campus report

Joe Longo

Executive Director's updates

S. Riggs

Report from the Main Street Steering Committee

President's updates

Old Business

New Business

Executive Session - if needed

Adjourn

2009 FEB 6 PM 1 06
TOWN CLERK'S OFFICE
BOURNE, MASS
Sallie K. Riggs

Minutes: Meeting of the Board of Directors
February 11, 2009

Attending: Elizabeth Dean, Kevin Farr, Michele Ford, William W. Locke, Joseph Longo, Jeffrey Luce, Barry Motta. Executive Director Sallie Riggs. BFDC Members: John R. Elwood. Guest: John Pearson, MA Coastal

President Barry Motta opened the meeting at 7:42 am.

Minutes: Barry asked for approval of the Minutes of the January meeting. It was MOVED, SECONDED and VOTED with one abstention to accept the Minutes as circulated.

Treasurer's Report: Liz Dean referred to the Treasurer's documents that were circulated in advance of the meeting (a copy is on file with the original of these Minutes) and noted that the BFDC, as of January 31, 2008, had \$3,683.19 in the checking account and \$65,315.98 in the checking account for a total cash position of \$68,999.17. She also reported that there are two bills for authorization. It was MOVED, SECONDED and VOTED unanimously to accept the Treasurer's report as circulated. It was then MOVED, SECONDED, and VOTED unanimously to authorize payment of the two bills.

Finance Committee: Liz reported that the Executive Director had not been paid since the beginning of the fiscal year. Her contract states that she will receive compensation at the rate of \$2000 per month when the organization has funding. The Finance Committee met at the end of January and reviewed the financial status of the organization. In general, spending is on target and it looks as if there will be enough funds to run at least a bare bones operation in FY10. There are still some items that need research to verify that and to determine whether there are funds not now designated for administration that could be used for compensation. The two checks from the Merlin Foundation each included \$1000 for administrative expenses. The Finance Committee is recommending that \$1000 of that be paid to the Executive Director now and the other \$1000 be paid to her when all the other questions are answered. After a very brief discussion it was MOVED, SECONDED and VOTED unanimously to authorize immediate payment of \$1000 to the Executive Director.

Liz also noted that the Committee had discussed whether Sallie should submit bills every month with the result that the BFDC books would show a debt of several thousand dollars or the Treasurer should incorporate in her verbal report every month that the Executive Director has not received compensation. Sallie noted that she is concerned about the financial statements if a debt is on the books, especially in light of the wording in her contract. The Finance Committee has asked Sallie to discuss the situation with the accountant.

BDC Working Group: Joe Longo reported that there is a low level of activity on the project. Jerry Ingersoll does not yet have a definitive location for the wind turbines. In the meantime, Joe is working with Cape Cod Aggregates to draw a potential access road so that applications for two grants can go forward.

Executive Director's Report: Sallie reported that about \$2000 has been donated to the John Harding Memorial Fund. She is aware of a couple other checks that have not come in yet.

At the recent meeting of the Main Street Steering Committee progress was reported on the next Main Street streetscape phase, and Kathy Zagzebski updated the group on the latest plans for the National Marine Life Center. Sallie also reported that the MSSC members

had a brief discussion on possibilities for parking if the *MA Coaster* train plans are accepted by the state.

President's updates: Barry noted that he, Jeff Luce as chair of the BBVA Board and Tom Moccia met to update Barry on plans for the park and the cooperative working relationship between the BFDC and the BBVA.

MA Coastal: Barry then introduced John Pearson, General Manager for Administration of MA Coastal. John spoke for several minutes about the plans to create a connector rail line that would link Buzzards Bay and Wareham with the MBTA's Lakeville station. The project could be completed in 9-12 months and would fill a gap until the MBTA is ready to extend its service to Buzzards Bay. The plan was accepted by the Joint Transportation Committee with a resolution to add the project to the TIP and has been forwarded to the Metropolitan Planning Organization for consideration at the end of the month.

John asked for support from the BFDC as the plans go through the various permitting steps. After a period of questions and answers, it was MOVED, SECONDED and VOTED unanimously to support the proposal for the commuter link both through a joint letter of support with the BBVA and through other letters or public statements as would be most useful to the railroad company.

Bill Locke recommended that the Board of Selectmen be asked for its support. Sallie responded that it was a good suggestion and that she would work on a strategy to approach the Board.

Old Business: Barry asked the Nominating Committee to meet and work through the matrix of Board needs and to come to the next meeting with candidates for Director.

Adjourn: There being no other business, the meeting was adjourned at 9:03 am.


Respectfully submitted,
Sallie K. Riggs, Executive Director

Proposed Agenda - Board of Directors

Date: March 18, 2009

Time: 7:40 am

Location: Upper Cape Technical School

Call to order

B. Motta

Minutes of the February meeting

Treasurer's Report

E. Dean, Treasurer

Authorization of expenditures

Bourne Development Campus report

Joe Longo

Executive Director's updates

S. Riggs

Report from the Main Street Steering Committee

Other

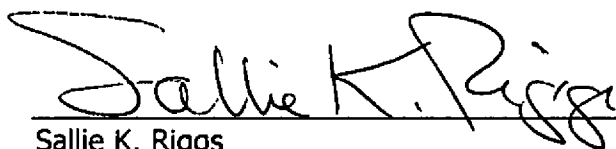
President's updates

Old Business

New Business

Executive Session – if needed

Adjourn


Sallie K. Riggs

2009 MAR 5 AM 10 06
TOWN CLERK'S OFFICE
BOURNE, MASS

**Minutes: Meeting of the Board of Directors
March 18, 2009**

Attending: Elizabeth Dean, Rick Carlson, Kevin Farr, Michele Ford, Lisa Kirkwood, Joseph Longo, Barry Motta, Marie Oliva. Executive Director Sallie Riggs. BFDC Members: Bill Locke, Joe Agrillo. Guest: Mike Giancola.

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

Minutes: Barry asked for approval of the Minutes of the February meeting. It was MOVED, SECONDED and VOTED with three abstentions to accept the Minutes as circulated.

Treasurer's Report: Liz Dean referred to the Treasurer's documents that were circulated in advance of the meeting (a copy is on file with the original of these Minutes) and noted that the BFDC, as of February 28, 2009, had \$2,436.22 in the checking account and \$55,357.97 in the money market account for a total cash position of \$57,794.19. She also reported that there are two bills for authorization. It was MOVED, SECONDED and VOTED unanimously to accept the Treasurer's report as circulated. It was then MOVED, SECONDED, and VOTED unanimously to authorize payment of the two bills.

BDC Working Group: Lisa Kirkwood reported that the proposal for a \$46,000 Rural Business Enterprise Grant has been submitted. Jerry Ingersoll has formalized his wind project with an LLC with his neighbors, the Bourne Wind LLC. The Working Group is exploring wind turbine by-laws and failure rates as it prepares to finalize building placement and to go before the Planning Board. It is likely that the group will ask to change the Town by-law, but more research is needed. Lisa asked if any Board members would like to assist. Kevin Farr volunteered.

Sallie noted that she is completing an application to the US Dept. of Commerce's Economic Development Administration requesting \$1.5 million to assist with road construction. The grant, if awarded, would have to be matched by non-federal funds. She is also working with the state's PWED (Public Works and Economic Development) program for a \$1.5 million matching grant for road construction. Sallie asked for authorization to submit the EDA request. It was MOVED, SECONDED and VOTED unanimously to approve an application to the federal EDA investment assistance program on behalf of the Bourne Development Campus project.

Executive Director's Report: Sallie reported that the Town has hired John Lipman as the contract employee (part-time) to meet the Chapter 43D program requirements. That will include working on a Development Agreement among the Town, the Cape Cod Commission, and the BFDC on behalf of the BDC. The Main Street Steering Committee is tracking the Cape Cod Commission program to make Bourne a Green Community, in accordance with the Green Communities Act which will provide some support to the Town. And Sallie, after attending a state-sponsored workshop, is encouraging the Town to participate in the Chapter 40R program that provides funds to the Town for encouraging more dense housing.

She noted that she had presented an Action Plan for Bourne's Downtown to the Board of Selectmen on March 3. The plan was a compilation of all the other planning documents pertaining to Main Street. The action virtually handed over to the Town the process of revitalizing/redeveloping Main Street.

Marie Oliva suggested that the Boards of the BFDC, Chamber and BBVA send a letter of appreciation to Tom Guerino. There was Board consensus to do so.

Sallie also noted that if the BFDC receives the USDA Rural Business Enterprise Grant, it will have to undergo a compliance review. This will include how the BFDC operates and its policies. Sallie said she would bring a statement of operations to the Board for its approval at the next meeting and proposed an anti-discrimination policy for the Board to adopt. After a brief discussion there was consensus to review and act on both at the April meeting.

President's updates: Barry noted that he is now a Board member of the BBVA. The BBVA is expressing a need for action on the park. There was a positive reaction to the skating rink and the farmers' market has been successful.

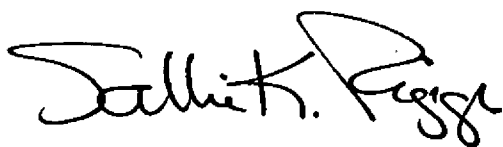
There is an opinion that there should be one organization as the "go to" organization and that the BFDC's Main Street Steering Committee should be it, partly because of the BFDC's non-profit status and government relationship. Explorations on the appropriate status for the BBVA after Tom Moccia's retirement are continuing.

Old Business: Michele Ford, Chair of the Nominating Committee, reported that the Committee has met and identified several candidates for Director. One position will be filled by vote of the Board and two by appointment by the Selectmen. The Selectmen's appointment process will begin with advertisements next week and will likely conclude with appointments before the BFDC Board's May meeting. At that time, the Board will vote to fill the remaining position.

Executive Session: Barry asked for a roll call vote to adjourn the meeting to Executive Session for the purpose of discussing personnel and real estate. The roll call vote was unanimous.

After the adjournment of the Executive Session it was determined that there was no other business.

Adjourn: The meeting was adjourned at 9:23 am.



Respectfully submitted,
Sallie K. Riggs, Executive Director

BFDC
Bourne Financial
Development Corporation508 457-5305 www.bfdonline.org
P.O. Box 289, Buzzards Bay, MA 02532-0289**Proposed Agenda - Board of Directors****Date:** April 8, 2009**Time:** 7:40 am**Location:** Upper Cape Technical School2009 APR 3 AM 10 23
TOWN CLERK'S OFFICE
BOURNE, MASS

Call to order

B. Motta

Minutes of the March meeting

Treasurer's Report

E. Dean, Treasurer

Authorization of expenditures

Bourne Development Campus report

Joe Longo

Executive Director's updates

S. Riggs

Report from the Main Street Steering Committee
Other

President's updates

Old Business

New Business

Executive Session - if needed

Adjourn


Sallie K. Riggs

Minutes: Meeting of the Board of Directors
April 8, 2009

Attending: Rick Carlson, Elizabeth Dean, Kevin Farr, Michele Ford, Rick Gurnon, Joseph Longo, Jeffrey Luce, Barry Motta. Executive Director Sallie Riggs. BFDC Members: Bill Locke (Pocasset), Joe Agrillo.

President Barry Motta opened the meeting at 7:42 am and noted the presence of a quorum.

Minutes: Barry asked for approval of the Minutes of the March meeting. It was MOVED, SECONDED and VOTED with one abstention to accept the Minutes as circulated. Barry then asked for approval of the Minutes of the March executive session. It was MOVED, SECONDED and VOTED with one abstention to accept the Minutes as circulated.

Treasurer's Report: Liz Dean referred to the Treasurer's documents that were circulated in advance of the meeting (a copy is on file with the original of these Minutes) and noted that the BFDC, as of March 31, 2009, had \$5,863.64 in the checking account and \$45,390.69 in the money market account for a total cash position of \$51,254.33. She also reported that there is one bill for authorization. It was MOVED, SECONDED and VOTED unanimously to accept the Treasurer's report as presented. It was then MOVED, SECONDED, and VOTED with one abstention to authorize payment of the bill.

BDC Working Group: Joe Longo reported that an application has been filed with the US Department of Agriculture's Rural Development program for a technical assistance grant of \$46,000. The funds are targeted for BDC planning. Another application has been sent to the Dept. of Commerce's Economic Development Administration requesting \$1.5 million to assist with road construction. The BDC Working Group has been discussing how to get the permitting process started. Sallie noted that the BDC is on the Selectmen's agenda for April 14. At that time she will request the Selectmen's endorsement of the BDC in concept. She also noted that the BDC website was recently updated.

Executive Director's Report: Sallie reported the Main Street Steering Committee discussed the Town Meeting article that includes funding for a hydro geological study to continue the wastewater facility planning. There is concern that the \$65,000 item will be voted down. The MSSC has recommended that the BFDC Directors endorse the item and make its action public. In that context, Sallie distributed a draft endorsement statement (a copy is on file with the original of these Minutes). After discussion that included a number of suggestions for edits, it was MOVED, SECONDED and VOTED unanimously to support Sallie's re-write of the statement and to get it to the press.

Sallie also reported that the Army Corps of Engineers presented a drawing to the Board of Selectmen for the park and asked for the concept of a land swap so that the ACoE can improve its parking lot. However, the MSSC had explicitly directed that no drawing be presented because it was different from what the Selectmen had seen before and it was not one that all MSSC members endorsed.

Sallie noted that the proposed Town Meeting vote to approve a Chapter 40R designation for the town has been postponed to the fall – a vote is not yet needed. There is also a private petition for moving some of the Taylor's Point properties out of the Downtown District Zone. The Finance Committee and the Chair of the Planning Board are against the move, as are some of the property owners.

Sallie concluded by noting that the Local Comprehensive Plan has been printed. There are items in it that the BFDC has responsibility for. She suggested the Board spend some time on the matter in a future meeting.

President's updates: Barry noted that the commercial property census project has been adopted by the Town and one of the Town's engineering technicians has taken on the task of completing the database and keeping it current, which she can do more efficiently and effectively than can the BFDC. Barry suggested that the BFDC consider the project complete and that the BFDC has accomplished its goal. There are \$1,151.27 left in the project account, of which \$750 had been designated for project administration. Barry, following a unanimous recommendation by the Finance Committee, recommended that the Board authorize a payment of \$750 to Sallie and to consult with Lisa Kirkwood on the dispensation of the remaining \$401.27. It was MOVED, SECONDED and VOTED unanimously to consider the project complete, to authorize payment of \$750 to Sallie for project administration, and to consult with Lisa on the dispensation of the remaining \$401.27.

Barry also discussed the presentation to the Selectmen about the park and then asked if the Board would like to see a presentation by Kathy Zagzebski on the NMLC building plans.

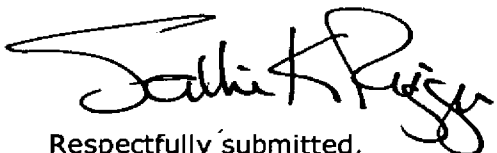
Barry reported on a meeting that he and Sallie had with Tom Cahir from the state's Executive Office of Transportation. Tom is in favor of bringing commuter rail to Buzzards Bay and has a somewhat different approach to the topic from that of John Kennedy. After a brief discussion there was consensus that the Main Street Steering Committee should serve as a working group to meet with Tom, to learn more about what is involved, and then to come back to the Board with a recommendation.

Old Business:

Board Membership: Michele Ford, Chair of the Nominating Committee, reported that the Town has advertised the openings on the BFDC Board and that to date no one has applied. She will continue working with the Town Administrator on this matter.

Operational statement: Sallie referred to the Operational Statement and EEO policy statement circulated in advance of the Board meeting (copies are on file with the original of these Minutes) and asked for discussion and endorsement. It was then MOVED, SECONDED and VOTED unanimously to accept the EEO policy as circulated. It was also MOVED, SECONDED and VOTED unanimously to accept the Operational Statement as circulated.

Adjourn: The meeting was adjourned at 9:02 am.



Respectfully submitted,
Sallie K. Riggs, Executive Director

Proposed Agenda - Board of Directors

Date: May 13, 2009

Time: 7:40 am

Location: Upper Cape Technical School

Call to order

B. Motta

Minutes of the March meeting

Treasurer's Report

E. Dean, Treasurer

Authorization of expenditures

Bourne Development Campus report

Executive Director's updates

S. Riggs

Report from the Main Street Steering Committee

Other

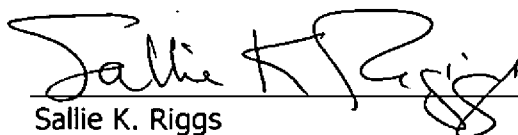
President's updates

Old Business

New Business

Executive Session – if needed

Adjourn


Sallie K. Riggs

TOWN CLERK'S OFFICE
BOURNE, MASS

2009 MAY 7 AM 10 12

Minutes: Meeting of the Board of Directors
May 13, 2009

Attending: Elizabeth Dean, Kevin Farr, Michele Ford, William W. Locke, Joseph E. Longo, Jr., Jeffrey P. Luce, Barry Motta, Marie Oliva. Clerk Jay McMahon. Executive Director Sallie Riggs. Members: William G. Locke. Guests: Kathryn Zagzebski.

President Barry Motta opened the meeting at 7:40 am. A copy of the proposed agenda is filed with the original of these Minutes.

Kathryn Zagzebski, President of the National Marine Life Center, made a presentation about the center and the renovation plans for its Main Street building.

William W. Locke stated that he thought that Main Street needed to be marketed as a place to locate a business. A brief discussion followed.

Minutes: Barry referred to the Minutes of the April meeting (copy is on file with the original of these Minutes) and asked for approval. It was MOVED, SECONDED and VOTED unanimously to approve the Minutes of the April meeting as circulated.

Treasurer's report: Treasurer Liz Dean referred to the Treasurer's report (which had been distributed in advance of the meeting – a copy is on file with the original of these Minutes) and noted that the balance in the checking account at the end of April was \$4,398.14 and in the money market account was \$40,396.47. It was MOVED, SECONDED and VOTED unanimously to approve the Treasurer's report as circulated. Liz then directed the Directors' attention to the report of bills for authorization. It was then MOVED, SECONDED and VOTED unanimously to authorize payment of the one bill as noted.

Bourne Development Campus: Joe Longo reported for the working group. The BFDC's application to the USDA for a technical assistance grant has been accepted. The proposal specified that the grant funds would be used for civil and environmental engineering in order to have preliminary engineering drawings for the access and internal roads. Joe recommended, on behalf of the BDC working group that several motions be voted as follows:

- 1- MOVED to accept the Rural Business Enterprise Grant of \$46,000 from the US Department of Agriculture for the purposes stated in the BFDC's proposal and in accordance with the guidelines and directions provided by the USDA. The motion was SECONDED and VOTED unanimously.
- 2- MOVED to authorize Barry Motta, as President of the BFDC, to sign a contract with the US Dept. of Agriculture and nay associated documents for the purpose of completing the grant agreement. The motion was SECONDED and VOTED unanimously.
- 3- MOVED to authorize Barry Motta, as President of the BFDC, to sign a contract with Sallie Riggs for project administration and grants management services

pertaining to the USDA's Rural business Enterprise Grant and related activities. The motion was SECONDED and VOTED unanimously.

Clerk Jay McMahon reviewed the resolution of members provided by the USDA and asked that the Minutes reflect that the Directors reviewed the certification, that Jay was present for the review, and that all members acknowledged their agreement with the certification.

Nominating Committee: Chair Michele Ford noted that Lisa Kirkwood has asked to be replaced as the At-large Member of the Executive Committee. Michele reported that the Committee would bring a recommendation to the next meeting. Michael Giancola has applied for appointment by the Board of Selectmen which is expected to act on his application by the end of the month.

Executive Director's report: Sallie reported that Monday's meeting of the Main Street Steering Committee was devoted exclusively to a discussion of bringing commuter rail to Buzzards Bay. Tom Cahir from the Executive Office of Transportation participated along with his assistant Tim Doherty. The next step is an implementation plan which Tom can fund. He and Tim will be sending a draft scope to the committee in a couple weeks.

She also reported that she had facilitated a meeting of the stakeholders in access to the Army Corps new parking lot. The consensus of the meeting was to hire traffic/transportation engineers to examine the feasibility of the many ideas discussed at the meeting.

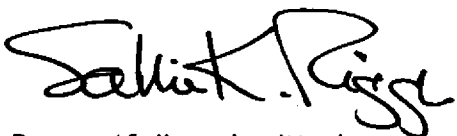
Sallie reported also that Barry had facilitated a meeting of Len Cubellis and the Cape Cod Commission's Executive Director with the result that Paul Niedzwiecki proposed that the Commission work with the Town to define and analyze growth centers, including the rotary area at the base of the Bourne Bridge. Barry added that he had set up the meeting on behalf of the group called Bourne Citizens for Smart Growth.

Finally Sallie reported that Vinny Michenzie is planning to demolish the Buzzards Bay Theatre building and two of the "curiosity shop" buildings on Cohasset Avenue.

New Business: Liz Dean reminded Directors of the BBVA road race on May 24. It is a fund-raiser for the organization.

Old Business: After a very brief discussion it was MOVED, SECONDED and VOTED unanimously to revise the BFDC's non-discrimination policy to include "race" and "familial status."

Adjourn: The meeting was adjourned at 9:07 am.



Respectfully submitted,
Sallie K. Riggs, Executive Director

Proposed Agenda - Board of Directors

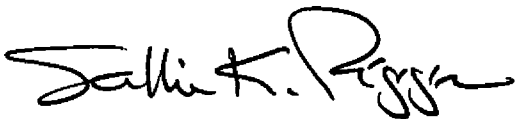
Date: June 10, 2009

Time: 7:40 am

Location: Upper Cape Technical School

Call to order	B. Motta
Minutes of the May meeting	
Treasurer's Report	E. Dean
Finance Committee	E. Dean
Bourne Development Campus	
Executive Director's updates	S. Riggs
President's updates	B. Motta
Nominating Committee	M. Ford
Old Business	
New Business	
Adjourn	

Next meeting: July 8.



Sallie K. Riggs, Executive Director

2009 JUN 5 AM 11 44
TOWN CLERK'S OFFICE
BOURNE, MASS

**Minutes: Meeting of the Board of Directors
June 10, 2009**

Attending: Elizabeth Dean, Mike Giancola, William W. Locke, Jeffrey P. Luce, Barry Motta, Marie Oliva. Clerk Jay McMahon. Executive Director Sallie Riggs. Guests: Daniel Doucette.

President Barry Motta opened the meeting at 7:43 am. A copy of the proposed agenda is filed with the original of these Minutes.

Minutes: Barry referred to the Minutes of the May meeting (a copy is on file with the original of these Minutes) and asked for approval. It was MOVED, SECONDED and VOTED unanimously to approve the Minutes of the May meeting as circulated.

Treasurer's report: Treasurer Liz Dean referred to the Treasurer's report (which had been distributed in advance of the meeting - a copy is on file with the original of these Minutes) and noted that the balance in the checking account at the end of May was \$2,458.14 and in the money market account was \$37,901.69. It was MOVED, SECONDED and VOTED unanimously to approve the Treasurer's report as circulated. Liz then directed the Directors' attention to the report of bills for authorization. It was then MOVED, SECONDED and VOTED unanimously to authorize payment of the invoice from Tighe & Bond which represents the final payment on the Town's \$22,000 project.

Nominating Committee: Chair Michele Ford recommended that Dan Doucette be elected to the Board of Directors. It was so MOVED, SECONDED and VOTED unanimously. She then recommended that Joe Longo be voted as At-large Member of the Executive Committee, replacing Lisa Kirkwood. It was so MOVED, SECONDED and VOTED unanimously. Michele concluded by reporting that the Selectmen have one more appointment to make and that everyone should consider who might make a good Board member.

Finance Committee: Committee Chair Liz Dean reported that the Finance Committee had met by e-mail to begin the year-end analysis. The Committee will bring a full report to the July meeting. Barry noted that Bill Locke has accepted appointment to the Finance Committee, replacing Lisa Kirkwood.

Bourne Development Campus: Sallie Riggs reported for the Bourne Development Campus Working Group. Proposals for the USDA RBEG-funded engineering work are due tomorrow. Barry has appointed an evaluation team that includes himself, Michele Ford and Joe Longo. The Team plans to meet next week to select one or more finalists, and to have interviews and contract negotiations complete before the July meeting. Sallie circulated a Gant chart showing the process.

Sallie also reported that Jerry Ingersoll on behalf of Bourne Wind LLC is meeting with the Town's alternative energy committee tonight and the Planning Board Thursday night.

Executive Director's report: Sallie reported that the Main Street Steering Committee is now serving as the Chapter 43D Advisory Committee. In this role, it will be asked to review and discuss developments as John Lipman, working as a contract employee for the Town, proceeds with negotiations with the Cape Cod Commission for the Downtown District Growth Incentive Zone and other economic development assignments.

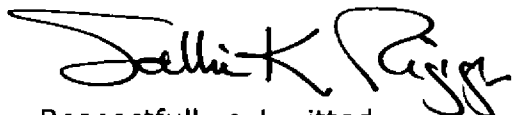
President's Report: Barry noted that there is an occasional need for a real estate advisory group to respond as opportunities present themselves. He asked Mike Giancola and Michele Ford to work with him in this capacity. Both agreed.

Old Business: Jeff Luce reported that Jim Ballantyne has proposed to the Cape Cod Railway company that they periodically have a "bike car" take bicycles across the bridge and on to Monument Beach. It might be possible in 2010. Bill Locke suggested the car go as far as the new parking area for the extended bike path in Falmouth, near Rt. 151.

New Business: Sallie asked for the establishment of a "Why Not? Award" advisory committee. While the award was authorized in January, neither criteria nor selection process has been defined. Liz Dean, Marie Oliva, Michele Ford, and Barry volunteered.

There was also a brief discussion of the 2009 Annual Meeting of the BFDC with consensus that the format and menu of the past several years has been successful and should be repeated.

Adjourn: The meeting was adjourned at 8:33 am.



Respectfully submitted,
Sallie K. Riggs, Executive Director

BFDC
Bourne Financial
Development Corporation508 457-5305 www.bfdcconline.org

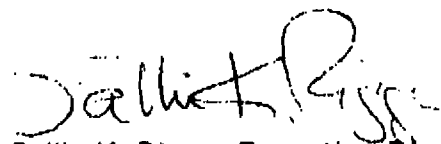
P.O. Box 289, Buzzards Bay, MA 02532-0289

Proposed Agenda - Board of Directors**Date:** July 8, 2009**Time:** 7:40 am**Location:** Upper Cape Technical School

Call to order	B. Motta
Minutes of the June meeting	
Treasurer's Report	E. Dean
Finance Committee	E. Dean
Bourne Development Campus	J. Longo
Executive Director's updates	S. Riggs
President's updates	B. Motta
Nominating Committee	M. Ford
Old Business	
New Business	
Adjourn	

TOWN CLERK'S OFFICE
B. Motta

2009 JUL 6 AM 9 22



Sallie K. Riggs, Executive Director

**Minutes: Meeting of the Board of Directors
July 8, 2009**

Attending: Richard Carlson, Elizabeth Dean, Daniel Doucette, Kevin Farr, Michele Ford, Mike Giancola, William W. Locke, Barry Motta, Marie Oliva. Executive Director Sallie Riggs. Guests: Tudor G. Ingersoll.

President Barry Motta opened the meeting at 7:42 am. A copy of the proposed agenda is filed with the original of these Minutes.

Minutes: Barry referred to the Minutes of the June meeting (a copy is on file with the original of these Minutes) and asked for approval. It was **MOVED, SECONDED** and **VOTED** with one abstention to approve the Minutes of the June meeting as circulated.

Treasurer's report: Treasurer Liz Dean referred to the Treasurer's report (which had been distributed in advance of the meeting – a copy is on file with the original of these Minutes) and noted that the balance in the checking account at the end of June was \$3,408.14 and in the money market account was \$33,915.99 on an accrual basis. It was **MOVED, SECONDED** and **VOTED** unanimously to approve the Treasurer's report as circulated. Liz then directed the Directors' attention to the report of bills for authorization. It was then **MOVED, SECONDED** and **VOTED** unanimously to authorize payment of the invoice for \$1500 from Sallie Riggs for the first of three payments contracted for project management for the USDA grant.

Finance Committee: Committee Chair Liz Dean directed members' attention to the Recommendation to Restrict document circulated in advance of the meeting (a copy is filed with the original of these Minutes). She noted that the Finance Committee is recommending that the Board vote to restrict \$31,146.77 of the total cash in the two accounts at FY09 year-end (\$39,324.13 on a cash basis) to meet the various commitments listed on the document. After a brief discussion it was **MOVED, SECONDED, and VOTED** unanimously to restrict \$31,146.77 of the available cash to meet the costs of prior commitments plus barebones operating expenses in FY10, and to consider the remainder as unrestricted funds.

Bourne Development Campus: Michele Ford reported for the Bourne Development Campus Working Group. She noted that the evaluation team of Barry Motta, Joe Longo and Michele had unanimously and decisively selected Tighe & Bond from the five consulting teams that responded to the RFP. Their decision was based on the technical proposals; cost proposals were opened after the selection. None of the cost proposals came in under the \$40,000 available from the USDA grant. (A draft report to USDA describing the process and reporting on the cost proposals was circulated to the Board – a copy is on file with the original of these Minutes.) The team decided that the BDC Working Group should meet with Tighe & Bond to review the scope. As a result, the BDC Working Group is recommending that the

Board authorize the President to sign a contract with Tighe & Bond based on the scope of work circulated to Board members in advance of the meeting. After a brief discussion, it was MOVED, SECONDED and VOTED unanimously to authorize Barry to sign a contract with Tighe & Bond based on the amended scope of work which is to be supported by the USDA Rural Business Enterprise Grant.

Guest presentation: Jerry Ingersoll briefed the Board on the work of the Bourne Wind LLC to put wind turbines on the BDC property along with several turbines on surrounding land. The project is being closely coordinated with the BDC Working Group.

Executive Director's report: Sallie reported that the Cecil Group had completed its work supported by a \$10,000 grant from the MA Downtown Initiative. She circulated the final draft to Board members. The Main Street Steering Committee had also reviewed the report and is concerned about two areas within the report: the number of rooms in the inn is too low and the discussion of the flood plane makes it sound as if everything has to be elevated 14 feet above the site rather than elevated to a height that is 14 feet above mean sea level. She indicated that she would like to draft a statement from the BFDC as a preface to the report.

She also reported that the Falmouth Housing Corporation has purchased the Carvalho property across Perry Avenue from Town Hall.

President's Report: Barry indicated that he had no report.

Old Business: Michele reported for the Nominating Committee. Lisa Kirkwood has indicated her intention to resign due to a temporary change in her job location. She would like to return to the Board when her temporary assignment ends. She plans to continue as a member of the BDC Working Group. Dan Doucette reported that Noreen Michenzie has indicated an interest in becoming a Board member. The Nominating Committee will continue its work, especially following up with Noreen.

Adjourn: There being no new business, the meeting was adjourned at 8:51 am.



Respectfully submitted,
Sallie K. Riggs, Executive Director

BFDC
Bourne Financial
Development Corporation508 457-5305 www.bfdonline.org
P.O. Box 289, Buzzards Bay, MA 02532-0289**Proposed Agenda - Board of Directors****Date:** August 12, 2009**Time:** 7:40 am**Location:** Upper Cape Technical School2009 AUG 7 AM 10 13
TOWN CLERK'S OFFICE
BOURNE, MASSACHUSETTS

Call to order

B. Motta

Minutes of the July meeting

Treasurer's Report

E. Dean, Treasurer

Authorization of expenditures

Finance Committee

E. Dean, Chair

ACTION ITEM - proposed budget for FY10

Bourne Development Campus report

Executive Director's updates

S. Riggs

*Report from the Main Street Steering Committee**Other*

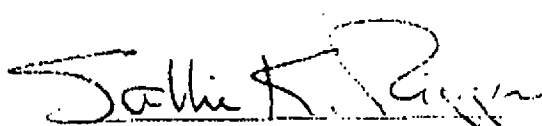
President's updates

Old Business

New Business

Executive Session - if needed

Adjourn


Sallie K. Riggs, Executive Director

**Minutes: Meeting of the Board of Directors
August 12, 2009**

Attending: Richard Carlson, Elizabeth Dean, Daniel Doucette, Michele Ford, Mike Giancola, William W. Locke, Joe Longo, Jeff Luce, Barry Motta. Executive Director Sallie Riggs.

President Barry Motta opened the meeting at 7:43 am. A copy of the proposed agenda is filed with the original of these Minutes.

Minutes: Barry referred to the Minutes of the July meeting (a copy is on file with the original of these Minutes) and asked for approval. It was **MOVED, SECONDED** and **VOTED** with two abstentions to approve the Minutes of the July meeting as circulated.

Nominating Committee: Committee Chair Michele Ford reported that a person has been approached to fill Lisa Kirkwood's term and there is interest. Michele also recommended a vote to amend an action taken at the June meeting to elect Dan Doucette as Director in order to specify that his election is to fill the unexpired term of Wes Ewell. It was so **MOVED, SECONDED** and **VOTED** unanimously.

Treasurer's report: Treasurer Liz Dean referred to the Treasurer's report (which had been distributed in advance of the meeting – a copy is on file with the original of these Minutes) and noted that the balance in the checking account at the end of July was \$1,208.14 and in the money market account was \$33,935.94 on an accrual basis. It was **MOVED, SECONDED** and **VOTED** unanimously to approve the Treasurer's report as circulated. Liz then directed the Directors' attention to the report of bills for authorization. It was then **MOVED, SECONDED** and **VOTED** unanimously to authorize payment of the invoices as circulated plus a reimbursement of \$256.36 to Sallie Riggs for the expense of a maintenance contract on the BFDC computer.

Finance Committee: Committee Chair Liz Dean directed members' attention to the recommended budget for FY10 circulated in advance of the meeting (a copy is filed with the original of these Minutes). After a brief discussion it was **MOVED, SECONDED**, and **VOTED** unanimously to accept the proposed budget for FY10 as circulated.

Bourne Development Campus: Michele Ford reported for the Bourne Development Campus Working Group. She noted that the contract had been signed with Tighe & Bond and that there had been a good kick-off meeting in mid-June. The consultants expect to complete their study in early October. Sallie also noted that there is a state Economic Development Fund grant program that, if the BFDC is invited to submit a full proposal, could fund a financial analysis of the BDC. Such an analysis could answer questions about the project's financial feasibility and return-on-

investment. After a brief discussion there was consensus to continue exploring the possibility of such a grant.

Executive Director's report: Sallie reported that at the Main Street Steering Committee meeting, a report indicated that the application for a Growth Incentive Zone was moving forward. The Zone is likely to be created in phases, with the first phase being in locations where there is wastewater capacity.

She also reported that Bob Murray/Falmouth Housing Corporation has purchased the Carvalho property. At a recent meeting with the Town Administrator and Town Planner Bob indicated his interest in creating at least one mixed use building. Sallie also reported that someone has an option on the Bryon property, quite likely an organization that develops assisted living facilities. After a discussion there was a clear consensus that Sallie should set up a meeting with the person and explore their interest in developing the parcels according to the new zoning and the concept set forth in the Cecil Group planning exercise.

Sallie also reported that the state is sponsoring a public hearing to identify local issues relating to the design and replacement of the Cohasset Narrows bridge. The Main Street Steering Committee discussed the situation, especially focusing on a letter that has been sent to the state by the Board of Selectmen. The MSSC endorsed a statement and recommended that the full BFDC Board endorse the same statement (a draft was circulated in advance of the meeting and is on file with the original of these Minutes). After a brief discussion it was MOVED, SECONDED and VOTED unanimously to accept the draft as proposed and amended, and to authorize Barry to sign it and Sallie to present it at the hearing.

President's Report: Barry opened a discussion of the BFDC Annual Meeting. At the end of the discussion there was consensus to invite Tom Cahir to be the featured speaker. A date will be set according to Tom's schedule.

New Business: Mike Giancola reported on his discussion with the Housing Assistance Corporation re St. Peter's possible building program. Rick Carlson reported that Josh Mant is no longer the regional director for the MA Office of Business Development. Rick also proposed naming the road at the BDC for John Harding - John Harding Way. It was suggested that Sallie find out from Bob Murray if he plans to recognize John in the project he will develop on the Carvalho property.

Adjourn: There being no new business, the meeting was adjourned at 8:55 am.



Respectfully submitted,
Sallie K. Riggs, Executive Director

Proposed Agenda - Board of Directors

Date: September 8, 2009

Time: 7:40 am

Location: Upper Cape Technical School

Call to order B. Motta

Minutes of the August meeting

Treasurer's Report E. Dean

Bourne Development Campus updates

Executive Director's updates S. Riggs

President's updates B. Motta

Nominating Committee M. Ford

Old Business

New Business

Adjourn


Sallie K. Riggs, Executive Director

2009 SEP 4 AM 11 35
TOWN CLERK'S OFFICE

**Minutes: Meeting of the Board of Directors
September 9, 2009**

Attending: Elizabeth Dean, Daniel Doucette, Kevin Farr, Michele Ford, Mike Giancola, William W. Locke, Jeff Luce, Barry Motta. Guest: Noreen Michienzi. Executive Director Sallie Riggs.

President Barry Motta opened the meeting at 7:43 am. A copy of the proposed agenda is filed with the original of these Minutes.

Minutes: Barry referred to the Minutes of the August meeting (a copy is on file with the original of these Minutes) and asked for approval. It was **MOVED, SECONDED** and **VOTED** unanimously to approve the Minutes of the August meeting as circulated.

Treasurer's report: Treasurer Liz Dean referred to the Treasurer's report (which had been distributed in advance of the meeting - a copy is on file with the original of these Minutes) and noted that the balance in the checking account at the end of August was \$993.31 and in the money market account was \$24,454.57 on an accrual basis. It was **MOVED, SECONDED** and **VOTED** unanimously to approve the Treasurer's report as circulated. Liz then directed the Directors' attention to the report of two bills for authorization, both associated with the USDA RBEG grant. Sallie reported that she had invoiced the USDA the previous day. It was then **MOVED, SECONDED** and **VOTED** unanimously to authorize payment of the invoices as circulated upon receipt of the USDA reimbursement.

Bourne Development Campus: Sallie Riggs reported that the BDC working group is scheduled to meet with Tighe & Bond on September 17. Tighe & Bond will be presenting their draft report at that meeting. She also reported on a meeting with the Cape Cod Commission head and chief planner which was very positive - they expressed support and a willingness to help in preparing the BDC project for a PWED grant application. Sallie also facilitated a meeting to discuss the Town's turbine by-law - changes will be proposed at Town Meeting based on new turbine technology. She also reported on a telephone call with a member of the state's department of energy and the environment who stated that he will not approve the site as a Priority Development Site for environmental reasons. Another state staff member, who runs the PDS approval board, called and indicated that she is willing to meet with us to review the access and environmental issues.

Executive Director's report: Sallie reported that she met with a representative of the Optimus Senior Living group that has an option on the Byron property. He is very interested in developing the property along the lines of the Cecil Group planning exercise.

Sallie also attended the state hearing for the replacement of the Cohasset Narrows bridge and submitted the statement approved by the BFDC Board at its

last meeting and by the Main Street Steering Committee. The action now is to see how the discussion goes at a meeting between Town officials and MA Highway staff. Dan Doucette indicated that he will be at that meeting.

Sallie reported on a telephone conversation with a person who is developing the Cape Cod Outlet Mall property. He was looking for the BFDC's support for putting a traffic light on the access ramp from Route 6A to Route 6. Sallie had invited him to attend today's meeting. During the discussion that followed there was consensus to not support a traffic light specifically, but, if asked, to indicate support for the project: "support those projects that bring benefits to the Town and its residents, including their safety."

President's Report: Barry reported that the BFDC Annual Meeting is scheduled for October 22 and that Tom Cahir has agreed to be the featured speaker. Post cards were distributed to Board members with a request to save the date. Barry also reminded Board members that the "Why Not!" award committee will meet immediately following the Board meeting.

Nominating Committee: Michele Ford reported that Lisa Kirkwood has formally submitted her resignation as a Board member and that Noreen Michienzi has agreed to stand for election.

New Business: Bill Locke distributed brochures from the Coalition for Buzzards Bay. If the Coalition can get 2000 members at \$10 each by 2010, then it will get a matching gift of \$500,000.

Adjourn: Sallie noted that the November meeting as currently scheduled will fall on Veterans' Day. There was a consensus to cancel it unless something critical arises. There being no other business, the meeting was adjourned at 8:48 am.



Respectfully submitted,
Sallie K. Riggs, Executive Director

BFDC
Bourne Financial
Development Corporation508 457-5305 www.bfdconline.org
P.O. Box 289, Buzzards Bay, MA 02532-0289**Proposed Agenda - Board of Directors**

Date: October 14, 2009

Time: 7:40 am

Location: Upper Cape Technical School

Call to order B. Motta

Minutes of the September meeting

Treasurer's Report E. Dean

Bourne Development Campus updates

Executive Director's updates S. Riggs

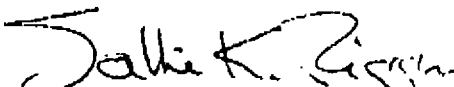
President's updates B. Motta

Nominating Committee M. Ford

Old Business

New Business

Adjourn

2009 OCT 13 PM 1 41
TOWN CLERK'S OFFICE
BOURNE, MASS
Sallie K. Riggs, Executive Director

**Minutes: Meeting of the Board of Directors
October 14, 2009**

Attending: Richard Carlson, Elizabeth Dean, Daniel Doucette, Michele Ford, Mike Giancola, Joe Longo, Jeff Luce, Barry Motta, Marie Oliva. Executive Director Sallie Riggs.

President Barry Motta opened the meeting at 7:44 am. A copy of the proposed agenda is filed with the original of these Minutes.

Minutes: Barry referred to the Minutes of the September meeting (a copy is on file with the original of these Minutes) and asked for approval. It was MOVED, SECONDED and VOTED with three abstentions to approve the Minutes of the September meeting as circulated.

Treasurer's report: Treasurer Liz Dean referred to the Treasurer's report (which had been distributed in advance of the meeting - a copy is on file with the original of these Minutes) and noted that the balance in the checking account at the end of September was \$993.31 and in the money market account was \$22,460.58 on an accrual basis. It was MOVED, SECONDED and VOTED unanimously to approve the Treasurer's report as circulated. Liz then directed the Directors' attention to the report of bills for authorization. It was then MOVED, SECONDED and VOTED unanimously to authorize payment of the invoices as circulated with the understanding that the Tighe & Bond invoice will be paid when the funds are transferred from the USDA.

Bourne Development Campus: Sallie Riggs reported for the Bourne Development Campus Working Group. She noted that there had been two significant meetings since the last Directors meeting: a preliminary report meeting with Tighe & Bond and a meeting with Dave Peterson and Sam Lorusso from Cape Cod Aggregates.

At a meeting with Tighe and Bond on September 17, they provided preliminary reports on their access study and master infrastructure plan. Their recommendations for access are to go through Lorusso/CCA property and exit onto Route 6 at the newly lighted intersection. This will involve getting permission from Lorusso/CCA for the right-of-way. Dave Peterson participated in that meeting.

A discussion of access and the relationship between the BFDC and Lorusso/CCA was the subject of a very positive, congenial meeting with Dave and Sam on October 2. They are still interested in a partnership or some such arrangement. They are reluctant to give permission for the right-of-way until everyone understands the capacity of the Route 6/Edgehill Road intersection.

Until the form of an agreement is resolved, the BDC project is on hold. An extensive discussion followed Sallie's report as Directors explored the various implications of the access needs.

Executive Director's report: Sallie reported that the Main Street Steering Committee met on October 5. The Growth Incentive Zone application went to the Planning Board on October 9, and the Board endorsed the phased approach. She reported that letters had been sent by e-mail to the legislative delegation repeating the organization's concern about MA Highway's non-response to the request to incorporate eliminating the Memorial Circle in the design of the new Cohasset Narrows bridge. And the Army Corps of Engineers is moving forward with its plan to complete site design for its parking lot this winter and to construct the lot in the spring.

President's Report: Barry reported that the location of the Board meetings may change – if so, the new location would be effective with the December meeting. He also reminded Directors that the BFDC Annual Meeting is scheduled for October 22.

Nominating Committee: Committee Chair Michele Ford nominated William W. Locke and Barry Motta for re-election to three year terms as Director and Noreen Michienzi for election to a three year term as Director. She asked for a positive vote so that the names can be brought forth to the Members at the meeting on October 22. It was so MOVED, SECONDED and VOTED unanimously.

Adjourn: There being no new business, the meeting was adjourned at 8:49 am.


Respectfully submitted,
Sallie K. Riggs, Executive Director

BFDC

Bourne Financial
Development Corporation

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

Proposed Agenda - Board of Directors

Date: December 9, 2009

Time: 7:45 am

Location: Bourne Community Center

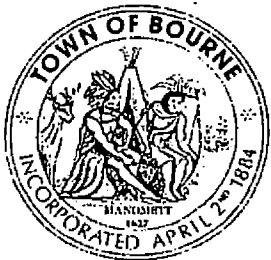
Call to order	B. Motta
Minutes of the October meeting	
Treasurer's Report	E. Dean
Bourne Development Campus updates	
Executive Director's updates	S. Riggs
President's updates	B. Motta
Nominating Committee	M. Ford
Old Business	
New Business	
Adjourn	

2009 DEC 4 AM 10 14
TOWN CLERK'S OFFICE
BOURNE, MASS.

*Mtg cancelled
snowstorm*


Sallie K. Riggs, Executive Director

Bourne Veterans/Community



Board of Trustees of Bourne Veterans Memorial Community Center Meeting Notice



Date:

1/27/09

Time:

4:30

Location:

Bourne Memorial Community Building
239 Main Street
Buzzards Bay, MA 02532

AGENDA

1. General Business.

2. Bills

3. _____

4. _____

5. Such other business to come before the Committee.



James Parsons

Director

Date:

1/21/09

TOWN CLERK'S OFFICE
BOURNE, MASS

cc:

Town Clerk

Selectmen

Trustees: Carrara, Loring, Parrott, Plante and Sala

Bourne Veteran's Memorial Community Building Trustee Meeting

January 27, 2009

G. Loring
J. Carrara
L. Plante
R. Parrott
J. Parsons

2009 FEB 23 AM 11 35
TOWN CLERK'S OFFICE
BOURNE, MASS

No December 2008 meeting

Meeting called to order at 4:35 pm

November 2008 minutes approved.

Mr. Parsons reports no correspondence and no bills.

Fran is retiring on May 8, 2009. 35 hour per week position.

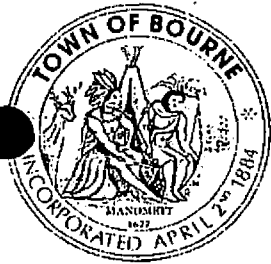
Other Business: Service plaques will be given to recipients at a future Selectman's Meeting.

There have been no new brick orders for the community center.

Sink is fixed. Water bubbler outside of gym is still broken. There is a working water bubbler inside gym near locker rooms. Check with Board of Health to determine if one bubbler is sufficient or if broken bubbler must be repaired.

Roof on building only leaks during high winds. Water enters roof through side paneling. Call a contractor for a diagnosis-Marcel Marineau of Pocasset was referenced.

Meeting adjourned at 5:05 pm.



Board of Trustees of Bourne Veterans Memorial Community Center Meeting Notice



Date: 2/24/09

Time: 4:30

Location: Bourne Memorial Community Building
239 Main Street
Buzzards Bay, MA 02532

AGENDA

1. General Business.

2. Bills

3. ROOF OF Gym

4. _____

5. Such other business to come before the Committee.

2009 FEB 19 PM 2 00
TOWN CLERKS OFFICE
BOURNE, MASS

James Parsons

Director

Date: 2/19/09

cc: Town Clerk
Selectmen
Trustees: Carrara, Loring, Parrott, Plante and Sala

Bourne Veteran's Memorial Building Trustee Meeting

February 24, 2009

J. Carrara
G. Sala
L. Plante
R. Parrott
J. Parsons

2009 MAR 23 PM 2 22
TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting called to order 4:40 pm

January 27, 2009 meeting minutes approved-corrected

No correspondence to report

Bills
Coca Cola: \$292.92
Hess: \$2780.92
National Grid: \$10.83.08
Nstar: \$4673.84
Suntrax: \$24.93

Marcel Marineau investigated roof and found no leaks. He will return after inclement weather to search for any leaks.

No new brick orders for community building. New elementary school has a brick order for their new walkway.

Community building will not supply blinds for the office in the gym for the Council on Aging employee.

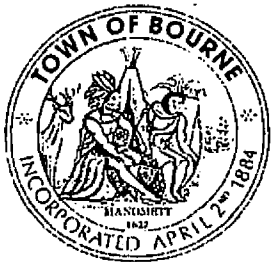
Town of Bourne is not filing the custodial vacancy that will be open May 8, 2009. Fran is retiring.

Old business:

There is a correction with January 27, 2009 minutes. The water bubbler outside of gym is working. The water bubbler outside of the gym is inoperable.

Lisa Plante spoke with Jim Parsons by phone to discuss if there is a Board of Health regulation regarding the repair of the water bubbler. The department that would require the repair of the water bubbler is the Plumbing Department.

Meeting adjourned at 5:05 pm



Board of Trustees of Bourne Veterans Memorial Community Center Meeting Notice



Date:

3/24/09

Time:

4:30

Location:

Bourne Memorial Community Building
239 Main Street
Buzzards Bay, MA 02532

2009 MAR 20 PM 1 15
TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA

1. General Business.

2. Bills

3. _____

4. _____

5. Such other business to come before the Committee.



James Parsons

Director

Date:

3/20/09

cc:

Town Clerk
Selectmen

Trustees: Carrara, Loring, Parrott, Plante and Sala

BOURNE VETERANS MEMORIAL COMMUNITY BUILDING TRUSTEES
MEETING, MARCH 24TH 2009

MEETING OPENED AT 4:50 P.M. THOSE PRESENT WERE

JOE CARRARA

GARRY LORING

RAY PARROTT

GEORGE SALA

DIRECTOR JAMES PARSONS

DUE TO ABSENCE OF THE SECRETARY MINUTES OF PREVIOUS MEETING,
WILL BE READ AT THE NEXT MEETING.

COMMUNICATIONS

LETTER OF THANK YOU FROM UNITED STATES CENSUS 2010 FOR
PROVIDING SPACE FOR USE IN TESTING/TRAINING U.S. CENSUS
WORKERS.

BILLS

MESS	- 1814.37	} GAS
NATIONAL GRID	835.60	
CAPE COD PAPER	170.22	

BILLS TO BE PAID BY DIRECTOR

NEW BUSINESS

SEVERE PROBLEMS WITH KIDS

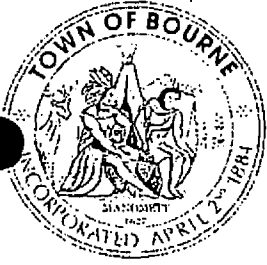
LOBBY WILL BE LOCKED FROM 2 P.M. TO 5 P.M. DAILY

DUE TO ABUSE OF SKATE BOARDING PARK, PARK WILL CLOSE DOWN
PENDING AUTHORIZATION OF SELECTMEN.

GEORGE SALA WILL HAVE ^{BOOKING} ~~MADE~~ ^{STATION} ~~MADE~~
TOWN CLERK'S OFFICE

NO FURTHER BUSINESS ^{STATION} ~~MADE~~ ^{STATION} ~~MADE~~ BEFORE MEETING. MEETING
ADJOURNED AT 5:05 P.M.

RESPECTFULLY SUBMITTED
ARTHUR R. PARROTT SR.



Board of Trustees of Bourne Veterans Memorial Community Center Meeting Notice



Date:

5/26/09

Time:

4:30

Location:

Bourne Memorial Community Building
239 Main Street
Buzzards Bay, MA 02532

AGENDA

1. General Business.

2. _____

3. _____

4. _____

5. Such other business to come before the Committee.

James Parsons

Director

Date:

5/21/09
TOWN CLERK'S OFFICE
BOURNE, MASS.

2009 MAY 21 AM 11 51

cc: Town Clerk
Selectmen
Trustees: Carrara, Loring, Parrott, Plante and Sala

Bourne Veterans Memorial Community Building Trustee Meeting

May 26, 2009

Present:

J. Parsons
L. Plante
R. Parrott
G. Sala
J. Sheehy

Meeting called to order at 4:35 PM. Motion to approve March 2009 minutes postponed until Chairman Joe Carrara is present. There was no April 2009 meeting.

Welcome new trustee member, Joe Sheehy.

No Correspondence to report.

No bills.

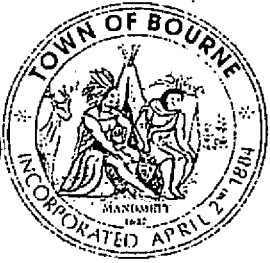
Jim Parsons is retiring in 6 weeks. Town Administrator is responsible for hiring a replacement Building Manager. The position has been posted internally.

Next meeting is changed to June 17, Wednesday at 4:30 PM and will replace the June 23 meeting.

No new business.

Meeting adjourned at 5:10 PM

2009 JUN 17 AM 8 35
TOWN CLERK'S OFFICE
BOURNE, MASS



Board of Trustees of Bourne Veterans Memorial Community Center Meeting Notice



Date: 6/17/09

Time: 4:30

Location: Bourne Memorial Community Building
239 Main Street
Buzzards Bay, MA 02532

2009 JUN 15 PM 1 53
TOWN CLERK'S OFFICE
BOURNE, MASS.

AGENDA

1. General Business.
2. _____
3. _____
4. _____
5. Such other business to come before the Committee.

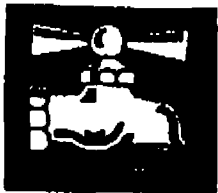
James Parsons

Director

Date: 6/15/09

cc: Town Clerk
Selectmen
Trustees: Carrara, Loring, Parrott, Plante and Sala

Bonne Water

**BOURNE WATER DISTRICT**

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

THE REGULARLY SCHEDULED MONTHLY MEETING OF
THE BOURNE WATER DISTRICT'S BOARD OF WATER
COMMISSIONERS WILL BE HELD ON TUESDAY,
JANUARY 13, 2009 AT 8:30AM. THE MEETING WILL BE
HELD AT THE BOURNE WATER DISTRICT OFFICE, 211
BARLOWS LANDING ROAD, POCASSET.

POSTED DECEMBER 31, 2008

TO TOWN CLERK

PLEASE POST

2008 DEC 31 AM 9 10
TOWN CLERK'S OFFICE
BOURNE, MASS

**BOURNE WATER DISTRICT**

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

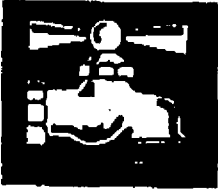
2009 JAN 28 AM 9 47
TOWN CLERK'S OFFICE
BOURNE, MASS.

THE REGULARLY SCHEDULED MONTHLY MEETING OF
THE BOURNE WATER DISTRICT'S BOARD OF WATER
COMMISSIONERS WILL BE HELD ON WEDNESDAY,
FEBRUARY 11, 2009 AT 8:30AM. THE MEETING WILL
BE HELD AT THE BOURNE WATER DISTRICT OFFICE,
211 BARLOWS LANDING ROAD, POCASSET.

POSTED JANUARY 28, 2009

TO TOWN CLERK

PLEASE POST

**BOURNE WATER DISTRICT**

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

THE REGULARLY SCHEDULED MONTHLY MEETING OF
THE BOURNE WATER DISTRICT'S BOARD OF WATER
COMMISSIONERS WILL BE HELD ON TUESDAY,
MARCH 10, 2009 AT 8:30AM. THE MEETING WILL BE
HELD AT THE BOURNE WATER DISTRICT OFFICE, 211
BARLOWS LANDING ROAD, POCASSET.

POSTED February 26, 2009

TO TOWN CLERK

PLEASE POST

2009 FEB 26 PM 2 10
TOWN CLERK'S OFFICE
BOURNE, MASS

**BOURNE WATER DISTRICT**

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

THE REGULARLY SCHEDULED MONTHLY MEETING OF
THE BOURNE WATER DISTRICT'S BOARD OF WATER
COMMISSIONERS WILL BE HELD ON TUESDAY, APRIL
14, 2009 AT 8:30AM. THE MEETING WILL BE HELD AT
THE BOURNE WATER DISTRICT OFFICE, 211 BARLOWS
LANDING ROAD, POCASSET.

POSTED MARCH 26, 2009

TO TOWN CLERK

PLEASE POST

2009 MAR 26 AM 9 10
TOWN CLERK'S OFFICE
BOURNE, MASS.

ANNUAL DISTRICT MEETING WARRANT, APRIL 27, 2009

TO ONE OF THE CONSTABLES OF THE TOWN OF BOURNE, COUNTY OF BARNSTABLE:

GREETINGS:

YOU ARE HEREBY REQUIRED AND DIRECTED TO NOTIFY AND WARN THE VOTERS OF THE TOWN OF BOURNE, RESIDING WITHIN THE TERRITORY COMPRISING THE BOURNE WATER DISTRICT TO MEET AT THE :

JAMES F. PEEBLES ELEMENTARY

APRIL 27, 2009

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, 2009 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, 2009; 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.

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, 2009 OR ACT ANYTHING THEREON.

2009 APR 9 8 48 AM
TOWN OF BARNSTABLE
CLERK

ANNUAL DISTRICT MEETING WARRANT, APRIL 27, 2009

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, OR ACT ANYTHING THEREON.

ARTICLE 9. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR THE TESTING OF WATER SAMPLES, OR ACT ANYTHING THEREON.

ARTICLE 10. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR UPGRADES TO THE SCADA SYSTEM, OR ACT ANYTHING THEREON.

ARTICLE 11. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR COMPLIANCE WITH THE GASB 45 PRONOUNCEMENT REGARDING OTHER POST EMPLOYMENT BENEFITS, 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 OR ACT ANYTHING THEREON.

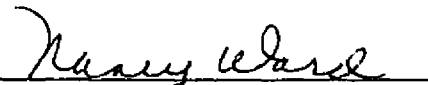
ARTICLE 13. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED TO REPLACE THE ROOF AT STATION 3 AND 4, OR ACT ANYTHING THEREON.

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.

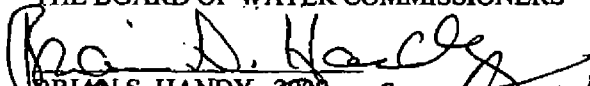
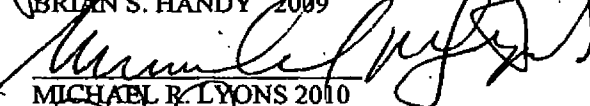

AND YOU ARE HEREBY DIRECTED TO SERVE THIS WARRANT BY POSTING TRUE AND ATTESTED COPIES THEREOF IN THE POST OFFICES OF SAID DISTRICT, (7) SEVEN DAYS, AT LEAST, BEFORE THE TIME OF SAID MEETING.

GIVEN UNDER OUR HANDS THIS 10th DAY OF MARCH, 2009


I certify this to be a true and attested copy.


Nancy Ward
District Clerk

SIGNED:
THE BOARD OF WATER COMMISSIONERS


BRIAN S. HANDY 2009

MICHAEL R. LYONS 2010

PETER R. WAY 2008

BARNSTABLE SS APRIL 6, 2009. 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

BOURNE WATER DISTRICT

**NOTICE TO THE REGISTERED VOTERS OF THE TOWN OF BOURNE RESIDING WITHIN
THE BOUNDARIES OF THE BOURNE WATER DISTRICT**

NOMINATION PAPERS ARE AVAILABLE AT THE OFFICE OF THE BOURNE WATER DISTRICT:

**BOURNE WATER DISTRICT
211 BARLOWS LANDING RD.
P.O. BOX 1447
POCASSET, MA 02559-1447
508-563-2294**

FOR THE OFFICE OF:

WATER COMMISSIONER FOR A THREE YEAR TERM

**ELECTION TO BE HELD ON APRIL 27, 2009 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, 2009.

**LAST DAY TO SUBMIT NOMINATION PAPERS WITH THE BOURNE WATER DISTRICT CLERK
FOR CERTIFICATION OF VOTER REGISTRATION IS MARCH 9, 2009.**

**LAST DAY TO REGISTER TO VOTE WITH THE BOURNE TOWN CLERK FOR PARTICIPATION
IN THIS ELECTION IS APRIL 7, 2009.**

**ABSENTEE BALLOT APPLICATIONS ARE AVAILABLE AT THE BOURNE WATER DISTRICT
OFFICE**

**TO: TOWN CLERK
Please Post
2/3/2009**

**2009 FEB 3 PM 1 43
TOWN CLERKS OFFICE
BOURNE, MASS**

**BOURNE WATER DISTRICT**

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

2009 MAY 6 AM 9 21
TOWN CLERK'S OFFICE
BOURNE, MASS

THE REGULARLY SCHEDULED MONTHLY MEETING OF
THE BOURNE WATER DISTRICT'S BOARD OF WATER
COMMISSIONERS WILL BE HELD ON THURSDAY, MAY
14, 2009 AT 8:30AM. THE MEETING WILL BE HELD AT
THE BOURNE WATER DISTRICT OFFICE, 211 BARLOWS
LANDING ROAD, POCASSET.

POSTED MAY 5, 2009

TO TOWN CLERK

PLEASE POST

**BOURNE WATER DISTRICT**

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

**THE REGULARLY SCHEDULED MONTHLY MEETING OF
THE BOURNE WATER DISTRICT'S BOARD OF WATER
COMMISSIONERS WILL BE HELD TUESDAY, JUNE 9,
2009 AT 8:30. THE MEETING WILL BE HELD AT THE
BOURNE WATER DISTRICT OFFICE, 211 BARLOWS
LANDING ROAD, POCASSET.**

POSTED MAY 28, 2009

TO TOWN CLERK

PLEASE POST

2009 MAY 28 PM 1 09
TOWN CLERK'S OFFICE
BOURNE, MASS

**BOURNE WATER DISTRICT**

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

2009 JUL 6 AM 9 22
TOWN CLERK'S OFFICE
BOURNE, MASS

THE REGULARLY SCHEDULED MONTHLY MEETING OF
THE BOURNE WATER DISTRICT'S BOARD OF WATER
COMMISSIONERS WILL BE HELD TUESDAY, JULY 14,
2009 AT 8:30. THE MEETING WILL BE HELD AT THE
BOURNE WATER DISTRICT OFFICE, 211 BARLOWS
LANDING ROAD, POCASSET.

POSTED JULY 6, 2009

TO TOWN CLERK

PLEASE POST

**BOURNE WATER DISTRICT**

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

**THE REGULARLY SCHEDULED MONTHLY MEETING OF
THE BOURNE WATER DISTRICT'S BOARD OF WATER
COMMISSIONERS HAS BEEN CHANGED TO AUGUST 12,
2009 AT 8:30. THE MEETING WILL BE HELD AT THE
BOURNE WATER DISTRICT OFFICE, 211 BARLOWS
LANDING ROAD, POCASSET.**

POSTED JULY 30, 2009

TO TOWN CLERK

PLEASE POST

2009 JUL 28 AM 9 03

TOWN CLERK'S OFFICE
POCASSET, MASS.

0000 .01
SEP 2 PM 3 04
TOWN CLERK'S OFFICE
POCASSET, MASS.**BOURNE WATER DISTRICT**

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

THE REGULARLY SCHEDULED MONTHLY MEETING OF
THE BOURNE WATER DISTRICT'S BOARD OF WATER
COMMISSIONERS HAS BEEN CHANGED TO
SEPTEMBER 15, 2009 AT 8:30. THE MEETING WILL BE
HELD AT THE BOURNE WATER DISTRICT OFFICE, 211
BARLOWS LANDING ROAD, POCASSET.

POSTED SEPTEMBER 2, 2009

TO TOWN CLERK

PLEASE POST



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

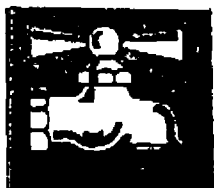
2009 SEP 29 PM 4 16
TOWN CLERK'S OFFICE
BOURNE, MASS

THE REGULARLY SCHEDULED MONTHLY MEETING OF
THE BOURNE WATER DISTRICT'S BOARD OF WATER
COMMISSIONERS HAS BEEN CHANGED TO
WEDNESDAY, OCTOBER 7, 2009 AT 8:30. THE MEETING
WILL BE HELD AT THE BOURNE WATER DISTRICT
OFFICE, 211 BARLOWS LANDING ROAD, POCASSET.

POSTED SEPTEMBER 29, 2009

TO TOWN CLERK

PLEASE POST



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

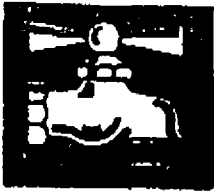
2009 OCT 28 AM 11 28
TOWN-CLERK'S OFFICE
BOURNE, MASS.

THE REGULARLY SCHEDULED MONTHLY MEETING OF
THE BOURNE WATER DISTRICT'S BOARD OF WATER
COMMISSIONERS WILL BE HELD ON TUESDAY,
NOVEMBER 10, 2009 AT 8:30. THE MEETING WILL BE
HELD AT THE BOURNE WATER DISTRICT OFFICE, 211
BARLOWS LANDING ROAD, POCASSET.

POSTED OCTOBER 28, 2009

TO TOWN CLERK

PLEASE POST

**BOURNE WATER DISTRICT**

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

THE REGULARLY SCHEDULED MONTHLY MEETING OF
THE BOURNE WATER DISTRICT'S BOARD OF WATER
COMMISSIONERS WILL BE HELD ON TUESDAY,
DECEMBER 8, 2009 AT 8:30. THE MEETING WILL BE
HELD AT THE BOURNE WATER DISTRICT OFFICE, 211
BARLOWS LANDING ROAD, POCASSET.

POSTED NOVEMBER 30, 2009

TO TOWN CLERK

PLEASE POST

2009 NOV 30 AM 11 18
TOWN CLERK'S OFFICE
BOURNE, MASS

Buzzards Bay Water



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
at 4:30 p.m. on the following dates:**

Wednesday, January 14, 2009

Wednesday, February 11, 2009

Wednesday, March 11, 2009

Wednesday, April 8, 2009

2008 DEC 16 PM 3 18
TOWN CLERK'S OFFICE
BOURNE, MASS

Barry W. Woods, District Superintendent

FAXED TO:

Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062

PLEASE POST

Meeting Notice: FY09



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

at 4:30 p.m. on the following dates:

Wednesday, February 4, 2009

Wednesday, March 11, 2009

Wednesday, April 8, 2009

2009 JAN 28 PM 1 12
TOWN CLERK'S OFFICE
BOURNE, MASS

A handwritten signature in cursive script that reads "Barry W. Woods".

Barry W. Woods, District Superintendent

FAXED TO:

Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062

PLEASE POST

Meeting Notice: FY09



Office of The Commissioners
Buzzards Bay Water District
P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

2009 MAR 12 PM 3 39
TOWN CLERK'S OFFICE
BOURNE, MASS

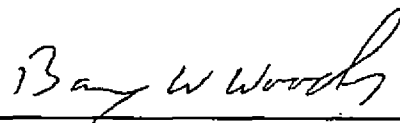
**The Board of Commissioners will hold a meeting
to conduct District Business at
the District Office, 15 Wallace Avenue
at 4:30 p.m. on the following dates:**

Wednesday, March 18, 2009

Wednesday, April 8, 2009

Wednesday, May 13, 2009

Wednesday, June 10, 2009



Barry W. Woods, District Superintendent

FAXED TO:

Bourne Town Clerk 508-759-7980

Plymouth Town Clerk 508-830-4062

PLEASE POST

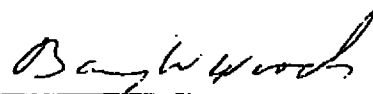
Meeting Notice: FY09



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 would like to notify the public of the
cancellation of the meeting scheduled to be held on:**

Wednesday, March 18, 2009



Barry W. Woods, District Superintendent

FAXED TO:

Bourne Town Clerk 508-759-7980

Plymouth Town Clerk 508-830-4062

PLEASE POST

Cancellation Notice: FY09

2009 MAR 17 AM 9 52
TOWN CLERK'S OFFICE
BOURNE, MASS



Office of the Commissioners
BUZZARDS BAY WATER DISTRICT

P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, Mass. 02532

Tel: 508-759-4631
Fax: 508-759-1866

2009 APR 6 PM 3 46
TOWN CLERK'S OFFICE
BOURNE, MASS

The Board of Commissioners will hold the
ANNUAL DISTRICT MEETING

At St. Peter's Church,
Main Street, Buzzards Bay, MA

Wednesday, April 15, 2009

7:00 p.m.

The Warrant is attached to this notice.


Caitlin McGuire, District Clerk



Office of the Commissioners
BUZZARDS BAY WATER DISTRICT

P.O. Box 243 - 15 Wallace Avenue

Buzzards Bay, Mass. 02532

Tel: 508-759-4631

Fax: 508-759-1866

WARRANT

**ANNUAL DISTRICT MEETING
BUZZARDS BAY WATER DISTRICT
APRIL 15, 2009**

2009 APR 6 PM 3 46
TOWN CLERK'S OFFICE
BOURNE, MASS

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
WEDNESDAY, APRIL 15, 2009
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, 2009, 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.

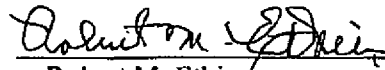
**Buzzards Bay Water District
Annual Meeting Warrant
April 15, 2009**

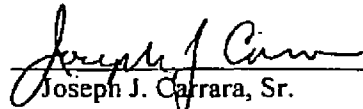
-2-

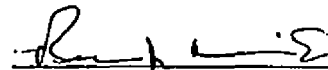
- ARTICLE 5.** To see if the District will vote to raise and appropriate or transfer from available funds in the treasury a sum of money for phase 3 of **rehabilitation and maintenance of the District's wells and associated pumping equipment**, or act anything thereon.
- ARTICLE 6.** To see if the District will vote to raise and appropriate or transfer from available funds in the treasury a sum of money to purchase a new **Service Technician Vehicle, including the cost of incidentals** for the District, or act anything thereon.
- ARTICLE 7.** To see if the District will vote to raise and appropriate or transfer from available funds in the treasury a sum of money to develop and design a **new source and associated distribution system replacement**, or act anything thereon.
- ARTICLE 8.** To see if the District will vote to raise and appropriate or transfer from available funds in the treasury a sum of money for the **paving expense associated with the District office parking area**, or act anything thereon.

Given under our hands this 31st day of March, 2009.

BOARD OF WATER COMMISSIONERS

 3-31-09
Robert M. Ethier 2009

 3-31-09
Joseph J. Carrara, Sr. 2010

 3-31-09
Rickie J. Tellier, Sr. 2011

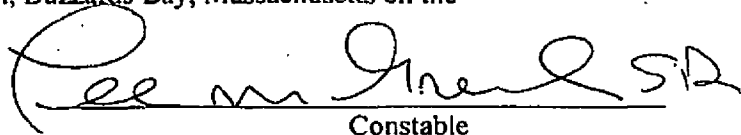
A True Copy Attest:

Caitlin McGuire
Clerk of the District

WARRANT
April 15, 2009
Barnstable, SS

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, 2009.

Ann'l Meeting Warrant.09.docx


Constable

tax / file



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
at 4:30 p.m. on the following dates:**

Wednesday, July 8, 2009

Wednesday, August 12, 2009

Wednesday, September 9, 2009

Wednesday, October 14, 2009

2009 JUN 9 AM 11 09
TOWN CLERK'S OFFICE
PLYMOUTH, MASS


Barry W. Woods, District Superintendent

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062

PLEASE POST

Meeting Notice: FY09



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
at 4:30 p.m. on the following dates:

Wednesday, July 15, 2009

Wednesday, August 12, 2009

Wednesday, September 9, 2009

Wednesday, October 14, 2009

A handwritten signature in cursive script, appearing to read "Caitlin McGuire", is written over a horizontal line.

Caitlin McGuire, Treasurer / Clerk

FAXED TO:

Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062

PLEASE POST

Meeting Notice: FY09 REVISED

2009 JUN 26 PM 11 00
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
at 4:30 p.m. on the following dates:**

Wednesday, November 4, 2009

Wednesday, December 9, 2009

Wednesday, January 13, 2010

Wednesday, February 10, 2010

2009 OCT 20 PM 2 19
TOWN CLERK'S OFFICE
BOURNE, MASS.

Caitlin McGuire
Caitlin McGuire / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062

PLEASE POST

Meeting Notice: FY09-10



Office of The Commissioners
Buzzards Bay Water District
P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631


2009 NOV 10 PM 2 14
TOWN CLERK'S OFFICE
BOURNE, MASS

**BUZZARDS BAY WATER DISTRICT
BOARD OF WATER COMMISSIONERS
PUBLIC HEARING ON PROPERTY
TAXES**

The Board of Water Commissioners will hold a Public Hearing pursuant to the provisions of Mass. General Laws on Thursday, November 19, 2009 at 4:00 PM at the Buzzards Bay Water District, 15 Wallace Avenue, Buzzards Bay, MA 02532 to solicit public input on the issue of allocating the Local Property Tax levy among the property classes for the fiscal year 2010. In summary the Board of Water Commissioners is empowered by Mass. General Laws to determine the percentages of the tax levy to be borne by each class of property for the fiscal year. Classes are as follows:

Residential Property Class One
Open Space Class Two
Commercial Property Class Three
Industrial Property Class Four
Personal Property

At this hearing, the Board of Assessors will provide information and data relevant to making a decision on allocating the tax burden among the classes of property, including the fiscal effect of the available alternatives. Citizens wishing to be heard on this matter are encouraged to present written and oral testimony to the Board of Commissioners. Written comments may be submitted to the Office of the Board of Commissioners, P.O. Box 243, 15 Wallace Avenue, Buzzards Bay, Ma 02532, no later than Tuesday, November 17, 2009.


Barry W Woods, Superintendent

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062

PLEASE POST

Meeting Notice: PH Nov 19, 2009



Office of The Commissioners
Buzzards Bay Water District
P.O. Box 243 – 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

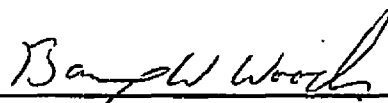
2009 NOV 10 PM 2 41
TOWN CLERK'S OFFICE
BOURNE, MASS

**BUZZARDS BAY WATER DISTRICT
BOARD OF WATER COMMISSIONERS
PUBLIC HEARING ON PROPERTY
TAXES**

The Board of Water Commissioners will hold a Public Hearing pursuant to the provisions of Mass. General Laws on Thursday, November 19, ²⁰⁰⁹ at 4:00 PM at the Buzzards Bay Water District, 15 Wallace Avenue, Buzzards Bay, MA 02532 to solicit public input on the issue of allocating the Local Property Tax levy among the property classes for the fiscal year 2010. In summary the Board of Water Commissioners is empowered by Mass. General Laws to determine the percentages of the tax levy to be borne by each class of property for the fiscal year. Classes are as follows:

Residential Property Class One
Open Space Class Two
Commercial Property Class Three
Industrial Property Class Four
Personal Property

At this hearing, the Board of Assessors will provide information and data relevant to making a decision on allocating the tax burden among the classes of property, including the fiscal effect of the available alternatives. Citizens wishing to be heard on this matter are encouraged to present written and oral testimony to the Board of Commissioners. Written comments may be submitted to the Office of the Board of Commissioners, P.O. Box 243, 15 Wallace Avenue, Buzzards Bay, Ma 02532, no later than Tuesday, November 17, 2009.


Barry W Woods, Superintendent

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062

PLEASE POST

Meeting Notice: PH Nov 19, 2009

By law

By-Law Committee

Thursday, April 30 at 6:00 PM

Downstairs Town Hall

For the purpose of reviewing articles for the upcoming Special and Annual Town Meetings.

2009 APR 27 AM 11 27

TOWN CLERK'S OFFICE
BOZONNE, MASS

Bylaw Committee

Minutes of April 30, 2009

The meeting was called to order 1t 4:00 PM in the Town Hall meeting room.

Present were Christopher Farrell, chairman pro-tem; Cynthia Coffin; Robert Pacheco; Michael Butler; David Gay and Elinor Ripley.

The committee discussed Articles for the May 4, 2009 Special and Annual Town Meetings:

Article 9 of the Special Town Meeting Warrant which prohibits public consumption or use of marijuana. Final language regarding the amount fines not yet available. We will have to vote on this article on the night of Town Meeting.

Articles 14 and 15 of the annual Town meeting regarding mooring fees. Article 14 would delete Article 3.9 of the Town Bylaws and, this, would give the Board of Selectmen authority to determine mooring fee. In the event that Article 14 does not pass Town Meeting Article 15 provides for a change in the current mooring fees schedule.

The Committee will meet at 7:00 May 4, 2009 at Bourne High School to vote on the final language in all of these articles.

The meeting adjourned at approximately 4:45PM.

Elinor D. Ripley, clerk pro-tem

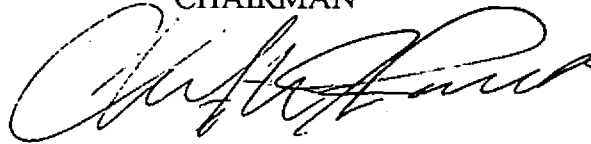
2010 FEB 24 PM 2 51
TOWN CLERK'S OFFICE
FOURTH FLOOR
Bourne, Mass

BYLAW COMMITTEE
6:45 pm
BOURNE HIGH SCHOOL

Monday
May 4, 2009

TO CONSIDER THE ARTICLES ON ANNUAL AND SPECIAL TOWN MEETING.

CHRISTOPHER FARRELL
CHAIRMAN



2009 MAY 1 AM 9 31
TOWN CLERK'S OFFICE
BOURNE, MASS.

Bylaw Committee

Minutes of May 4, 2009

The meeting was called to order at 7:00 PM at Bourne High School..

Present were Christopher Farrell, chairman pro-tem; Cynthia Coffin; Michael Butler; David Gay and Elinor Ripley.

The committee discussed Articles for the Special and Annual Town Meetings:

Article 9 of the Special Town Meeting Warrant which prohibits public consumption or use of marijuana. Final language regarding the amount fines not yet available. Voted unanimously to approve.

Articles 14 and 15 of the annual Town meeting regarding mooring fees. Article 14 would delete Article 3.9 of the Town Bylaws and, thus, would give the Board of Selectmen authority to determine mooring fee. In the event that Article 14 does not pass Town Meeting Article 15 provides for a change in the current mooring fees schedule. Both Articles were approved unanimously.

The meeting adjourned at 7:05 pm.

Elinor Ripley, clerk pro-tem

The Committee will meet at 7:00 May 4, 2009 at Bourne High School to vote on the final language in all of these articles.

The meeting adjourned at approximately 4:45PM.

Elinor D. Ripley, clerk pro-tem

2010 FEB 24 PM 2 51
TOWN CLERK'S OFFICE
BOURNE, MASS

MEETING NOTICE BY-LAW COMMITTEE

2009 SEP 17 PM 3 01
TOWN CLERK'S OFFICE
Bourne, MA

Date

Wednesday
September 30, 2009

Time

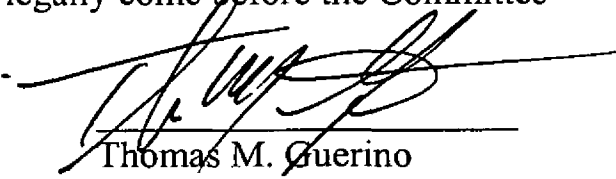
4:00 PM

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Lower Conference Room

AGENDA

- 1) Committee reorganization
- 2) Future meeting schedule
- 3) Review of proposed Bylaw amendments and/or additions for October 26, 2009 Special Town Meeting
- 4) Discuss and review of existing Bylaws
- 5) Public comment
- 6) Such other business that may legally come before the Committee



Thomas M. Guerino
Town Administrator

cc: Town Clerk
Selectmen

Clerk

BY-LAW COMMITTEE
Minutes of September 30, 2009

Members in attendance:

Elinor Ripley, David Gay, Michael Butler, Cindy Coffin

Audience: Jim Mulvey, Michele Ford, Brendan Mullaney

Ms. Ripley opened the meeting at 4:00 pm. She stated that Mr. Pacheco may arrive late, Mr. Gaynor had dental surgery and would not be in attendance, and Mr. Farrell was on duty.

Ms. Ripley stated that the committee needs to reorganize. Ms. Coffin nominated Ms. Ripley as Chairman. Mr. Gay seconded. It was a unanimous vote to approve.

Ms. Coffin made a motion to nominate Mr. Gay as Vice-Chairman. Mr. Butler seconded. It was a unanimous vote to approve.

Ms. Ripley stated that Marilyn Morris has offered to do our minutes but that the Committee still needed a Clerk to sign those minutes. Ms. Ripley made a motion to nominate Mr. Butler as Clerk. Ms. Coffin seconded. It was a unanimous vote to approve.

Next was discussion of articles for Special Town Meeting.

Article 6 – Change of Quorum. Michele Ford, Chairman of the Finance Committee, spoke to the Committee. The Finance Committee has been cognizant of the difficulty in obtaining a quorum at Bourne's Town meetings. Two years ago there was a change made to start the Town meeting at 7 pm, hoping that this would allow more people to attend. Unfortunately this did not solve the problem and now people still come later because they say it often takes so much time to get a quorum and they don't like to sit for nothing. Therefore the meeting still starts much after 7 pm ordinarily. Ms. Ford did some research and found that many other Towns have similar issues and many have changed to a 0 quorum or at least reduced their quorum figure. The general consensus of the Planning Board was that a zero quorum might be too harsh, but that if there was a small quorum, it might make people show up so that decisions for the Town would not be made by a small group of people. The Finance Committee wanted to base their number on some statistics of attendance, but the Town Clerk doesn't really keep those kinds of detailed records. The FinCom decided to look at the total number of registered voters and take a 1/2 of 1% figure, which is 55 voters. The intent of the change is to encourage greater participation. Presently the by law is 200 voters to start a meeting and 150 to continue if a quorum is called. This new change would eliminate that distinction and the new by law would be 55 to start and to continue. Mr. Gay stated that he thought that 55 was a rather low number. Ms. Ford stated that the FinCom voted 11-0 to support the reduction of the quorum to 55 registered voters. Mr. Gay made a motion to recommend the adoption of the change to

2009 DEC 2 PM 3:49

Section 1.1.2 to have the quorum for Town meeting set at 55 registered voters. Mr. Butler seconded the motion. It was unanimous.

Article 8 – Amend Article 3.7 Wetland and Natural Resources Protection Wetland Protection. Delete Section 3.7.4(d) and insert new Section 3.7.4(d).

Mr. Mullaney, the Conservation Commission agent, stated that a few years ago the Dept of Natural Resources were concerned about all the dinghies strewn all over the beach and waterfront areas. The DNR wanted a way to allow associations to be able to build dinghy docks. After some debate, the Conservation Commission revised the existing regulations to allow for the application for permits for dinghy docks. They then realized that the existing Town Bylaws would require an engineer's certification on this dinghy docks to state that no damage to the docks would occur in a storm. The ConCom did not feel that it was appropriate to just do a general waiver for the dinghy docks, but felt it was better to amend the existing by law. There an exemption was added to the by law which is the amendment that will come before Town meeting. Anyone proposing a dinghy dock will still have to come before the ConCom for review and approval. Ms. Coffin made a motion to approve the amendment as submitted. Mr. Gay seconded. It was a unanimous vote to approve.

Article 14. Originally intended to amend the Town Bylaws, Section 3.1 by deleting Section 3.1.32 and inserting a new Section 3.1.32 regarding fire alarm systems and lock boxes. This bylaw change was brought before the Finance Committee and there were many questions. The bylaw would affect businesses and residences as well. The proposed bylaw had been copied from Sandwich. There was only 30 days given for compliance. The question of cost to homeowners was also raised. The Fire Department decided to withdraw the article. It will be brought back for discussion at the May Town meeting.

Ms. Ripley stated that the only other business she would like to mention is that she feels the Bylaw Committee should begin a review of all the bylaws. The other members agreed. It was decided that the Committee would meet on a monthly basis. The next meeting was scheduled for November 4th at 4:00 pm. The group will try and meet the 1st Wednesday of every month. The members should review Chapters 1 & 2 for next meeting. Mr. Gay made a motion to adjourn, Mr. Butler seconded. It was unanimous. The meeting adjourned at 4:52 pm.

Typed and submitted by C. Coffin for Michael Butler.

Approved 11/4/2009


Bourne Bylaw Committee
Meeting Notice

Date: November 4, 2009
Location: 2nd Floor Meeting Room, Bourne Town Hall
Time: 4:00 p.m.

2009 OCT 30 AM 11 58
TOWN CLERK'S OFFICE
BOURNE, MASS.

AGENDA

1. Review and approve minutes of September 30, 2009
2. Review and discuss Chapter 1 (Town Government Structure) of the Town Bylaws
3. Review and discuss Chapter 2 (Town Government Structure) of the Town Bylaws
4. Discuss a revision to Articles by Lottery (Section 1.1.9) suggested by Town Moderator
5. Any other business that may legally come before the Committee
6. Public Comment


Elinor Ripley

BY LAW COMMITTEE
Minutes of November 4, 2009

Meeting convened in the upstairs meeting room at Town Hall at 4:00 pm.

Members present: Elinor Ripley Chair, David Gay, Cynthia Coffin. Christopher Farrell, Robert Pacheco, Michael Butler and Robert Gaynor

Marilyn Morris, Clerk pro tem.

David Gay moved to approve the minutes of September 30, 2009, second by Elinor Ripley, voted approved with C. Farrell R, Gaynor, and R. Pacheco abstaining.

After introductions were made, E. Ripley asked the members to discuss Article 6 of the Special Town Meeting held on October 26, 2009. Article 6 concerned the reduction in the quorum needed to start Town Meeting. While members generally agreed that perhaps a figure of 75 voters would be the right number, they would also like to have any documentation from towns, which have reduced the quorum, concerning how the attendance at Town Meeting was increased/decreased in other communities. This Committee decided to have E. Ripley ask the Chair of the Finance Committee, if there is any documentation that after a quorum reduction in a community Town Meeting attendance improved. The By law Committee will not sponsor the Article preferring that the Finance Committee to be the sponsor.

REVIEW OF THE BY LAWS COMMENCED;
CHAPTER 1; Article 1 TOWN GOVERNMENT STRUCTURE

Before discussion C. Coffin received an Email from John York, asking for clarification of the Dinghy Docks. Mr. York had addressed the Special Town Meeting on this subject. No action was taken.

Section 1.1.1: The voters handbook was not delivered in a timely fashion, therefore many voters did not see the Articles or recommendations until the night of Town Meeting.. While it was pointed out that the Articles are on a web page, the members agreed that not everyone has Internet access. The question became; if it was required that voters receive the handbook 15 days before town meeting would that help. Perhaps allowing the recommendations another week for completion. This section will be discussed further, with the Town Administrator and the Town Clerk.

C. Farrell left the meeting at 4:23pm

Several typos were found and E Ripley will bring them to the attention of the Selectmen's Office for correction.

Section 1.1.9 Articles by Lottery: D. Gay moved to adopt the change in this Article as suggested by the Moderator. C. Coffin second, so voted unanimously. (Copy attached)

Section 1.4.5 Public Land and 1.4.6

The By law Committee will ask that the word "report" either have the words "and recommendation" added; rather than just "report" D. Gay moved these changes in the By law wording, R. Gaynor second, so voted.

C. Farrell returned to the meeting at 4:37pm

Section 1.9.1 Discussion concerning the Police Chief or designee serving on the By Law Committee. C. Farrell said that he will bring back to the Chief of Police any information that needs the Chief's attention and a designee will be appointed by the Chief to attend any such meeting.

Discussion was held on several other sections of the Article 1, Most were grammatical changes that will be corrected. Most of the other items discussed were covered by Robert's Rules of Order for Town Meeting and/or Town Meeting Time.

CHAPTER 2 Article 2 TOWN GOVERNMENT OPERATIONS

Section 2.2.9: A discussion of appointment to committees time schedule, (45 days) as well as the requirement for attendance at meetings of the Committee, i.e. no more than 4 meetings missed consecutively.

In Section 2.2.8 the committee discussed whether the section on "Inspection of Records" was properly worded. D. Gay will look into whether this wording is straight out of the Massachusetts General Laws. And finally a discussion followed as to individual selectman not acting without a vote of the other members authorizing the individual to do so. There were no changes suggested recommended.

D. Gay left the meeting at 5:05 pm

Section 2.6.1: Discussion on cemeteries;most are private, however, C. Farrell suggested that may not always be the case as the private cemeteries have run out of space. Town may need to acquire space.

Section 2.8 Ambulance Vehicles

C. Farrell will ask Chief Daniel Doucette to look into ambulance information, and will report back at the next meeting.

Next meeting

E Ripley said the next meeting would be held on December 2, 2009 at 4:00pm. The Committee will review Section 3 .1.to 3.1.40 Public Safety and Good Order.

C. Farrell moved adjournment, R. Pacheco second so voted

Meeting adjourned at 5:15 PM

Respectfully submitted

Marilyn Morris Clerk, pro tem

BY LAW COMMITTEE
Minutes of November 4, 2009

Meeting convened in the upstairs meeting room at Town Hall.

Members present: Elinor Ripley Chair, David Gay, Cynthia Coffin, Christopher Farrell, Robert Pacheco, Michael Butler, Robert Gaynor

Marilyn Morris, Clerk pro tem.

David Gay moved to approve the minutes of September 30, 2009, second Elinor Ripley, voted approved, with C. Farrell R, Gaynor, and R. Pacheco abstaining.

After introductions were made, E. Ripley asked the members to discuss Article 6 of the Special Town Meeting held on October 26, 2009. Article 6 concerned the reduction in the quorum needed to start Town Meeting. While members generally agreed that perhaps a figure of 75 voters would be the right number, they would also like to have any documentation from towns which have reduced the quorum, concerning how the attendance at Town Meeting was increased/decreased in other communities. This Committee decided to have E. Ripley ask the Chair of the Finance Committee, if there is any documentation that after a quorum reduction in a community, Town Meeting attendance improved. The By law Committee will not sponsor the Article preferring that the Finance Committee to be the sponsor.

REVIEW OF THE BY LAWS COMMENCED;
CHAPTER 1; Article 1 TOWN GOVERNMENT STRUCTURE

Before discussion C. Coffin received an Email from John York, asking for clarification of the Dinghy Docks. Mr. York had addressed the Special Town Meeting on this subject. No action was taken

Section 1.1.1.: The voters handbook was not delivered in a timely fashion, therefore many voters did not see the Articles or recommendations until the night of Town Meeting. While it was pointed out that the Articles are on a web page, the members agreed that not everyone has internet access. The question became; if it was required that voters receive the handbook 15 days before town meeting would that help. Perhaps allowing the recommendations another week for completion. This section will be discussed further, with the Town Administrator and the Town Clerk.

C. Farrell left the meeting at 4:23pm

Several typos were found and E Ripley will bring them to the attention of the Selectmen's office for correction.

Section 1.1.5. Reconsideration, D. Gay moved to adopt the change in this Article as suggested by the Moderator. C. Coffin second, so voted unanimously (Copy attached)

Section 1.4.5 Public Land. And 1.4.6

The By law Committee will ask that the word "report" either have the words "and recommendation" added; rather than just "report" D Gay moved these changes in the By law wording, R. Gaynor second, so voted.

C. Farrell returned to the meeting. At 4:37pm

Section 1.9.1 Discussion concerning the Police Chief or designee serving on the By law committee. C. Farrell said that he will bring back to the Chief of Police any information that needs the Chief's attention and a designee will be appointed by the Chief to attend any such meeting. Discussion was held on several other sections of the Article 1, Most were grammatical changes that will be corrected,. Most of the other items discussed were covered by Robert's Rules of Order for Town Meeting and/or Town Meeting Time..

CHAPTER 2 Article 2 TOWN GOVERNMENT OPERATIONS

Section 2.2.9 A discussion of appointment to committees time schedule, (45 days) as well as the requirement for attendance at meetings of the Committee, i.e. no more than 4 meetings missed consecutively.

In Section 2.2.8 the committee discussed whether the section on "Inspection of Records" was properly worded. D. Gay will look into whether this wording is straight out of the Massachusetts General Laws. And finally a discussion followed as to individual selectman not acting without a vote of the other members authorizing the individual to do so. There were no changes suggested recommended.

D. Gay left the meeting at 5:05 pm

Section 2.6.2 Discussion on cemeteries;most are private, however, C. Farrell suggested that may not always be the case as the private cemeteries have run out of space. Town made need to acquire space.

Section 2.8 Ambulance Vehicles

C. Farrell will ask Chief Daniel Doucette to look into ambulance information, and will report back at the next meeting.

Next meeting

E Ripley said the next meeting will be held on December 2, 2009 at 4:00pm. The Committee will review Section 3 .1.to 3.1.40 Public Safety and Good Order.

C. Farrell moved adjournment, R. Pacheco second so voted

Meeting adjourned at 5:15 PM

Respectfully submitted



Marilyn Morris Clerk, pro tem

Minutes accepted Jan 6, 2010
M Morris

Email dated 10/27/2009 from Robert Parady, Moderator:

In a message dated 10/27/2009 2:48:30 P.M. Eastern Daylight Time,
Bobplawyer@verizon.net writes:

Elinor,

Would the Bylaw Committee consider sponsoring the following article?

Article . To see if the Town will vote to amend the Town of Bourne Bylaws, Section 1.1.9 Articles by Lottery by deleting said Section in its entirety and by substituting therfor the following new Section 1.1.9:

"Section 1.1.9

Articles by Lottery. Articles at any Annual and Special Town Meeting shall be considered in the order drawn at random by lottery conducted at the direction of the Town Clerk, except that at any Annual or Special Town Meeting the Board of Selectmen and the Finance Committee may, by majority vote of each board, notify the Moderator at the commencement of the town meeting that certain articles are essential to the exercise of the Town's corporate functions in which event these designated articles shall be heard in order prior to those articles drawn at random by lottery. The criteria for this determination by the Board of Selectmen and Finance Committee may include, but shall not be limited to, any one or more of the following articles or articles amending the same: Annual Operating Expenses; Enterprise Accounts; Stabilization Fund; Reserve Fund; Chapter 90 Receipt of Highway Aid; Annual Authorizations; and, unpaid bills. In addition, the Selectmen shall notify the Moderator which articles in the warrant are contingent upon action upon another article or articles and these articles shall be taken in succession when either article comes to the town meeting floor for action".

Or act anything in relation thereto.

Thanks.

Bob Parady

2009 NOV 24 AM 9 28

TOWN CLERK'S OFFICE
BOURNE, MASS

**BY-LAW COMMITTEE
MEETING NOTICE**

Date

Wednesday
December 2, 2009

Time

4:00 PM

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Upper Conference Room

AGENDA

- 1) Review and approve minutes of November 4, 2009
- 2) Discuss proposal to delete Section 2.2.9 Appointments
- 3) Review outstanding questions regarding Section 2.2.8 "Inspection of Records and Section 2.8.1 "Emergency Ambulance Vehicles"
- 4) Discuss and review Article 3: "Public Safety and Good Order" existing Bylaws
- 5) Public Comment
- 6) Such other business that may legally come before the Committee


Thomas M. Guerino
Town Administrator

cc: Town Clerk
Selectmen

BYLAW COMMITTEE

Meeting Posted for December 2, 2009

2010 FEB 17 PM 2 45
TOWN CLERK'S OFFICE
DOUBEN, MASS

Meeting convened in the upstairs conference room at Town Hall at 4:00 pm.

In attendance were: Elinor Ripley, chair; Cindy Coffin; Bob Gaynor ; and Marilyn Morris. Clerk pro-tem,

A very general discussion took place but no business was transacted because a quorum was not in place.

The meeting was adjourned at 4:25 pm.

Elinor D. Ripley, Chairman

2010 FEB 17 PM 2 45
TOWN CLERK'S OFFICE
DOUBEN, MASS

BY LAW COMMITTEE

Meeting of December 2nd, 2009

Members present, at 4:00 PM, Elinor Ripley, Cynthia Coffin, Robert Gaynor,

Members present adjourned at 4:30PM. Due to a lack of a quorum..No business was conducted.

Members agreed to meet on January 6th 2010 at 4:00 PM

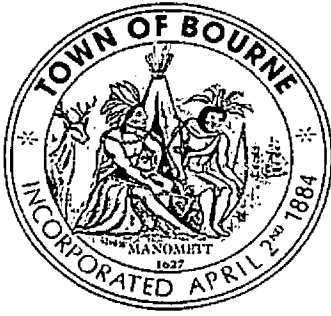
Respectfully submitted



Marilyn Morris, Clerk, pro tem

2010 APR 7 PM 3 32
TOWN CLERK'S OFFICE
BORNEO, MS

Capital Outlay



CAPITAL OUTLAY COMMITTEE Meeting Notice



Date

Monday
January 5, 2009

Time

7:00 PM

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Upper Conference Room

AGENDA

- 1) Municipal Facilities Study
- 2) FY10 Capital Plan
- 3) Any other business to come before the Committee

Residents are welcomed and encouraged to attend our meetings

Thomas M. Guerino
Town Administrator

Date: December 22, 2008

cc: Town Clerk
Town Administrator
Committee: Mastrangelo, Legg, O'Brien, Pickard and Stofa
Notify: Moore, Ripley, Finance Director Marzelli, Administrator Guerino

BOURNE, MASS
TOWN CLERK'S OFFICE

2008 DEC 22 PM 3 22

Capital Outlay Committee
Monday, January 5, 2009 - 7:00 P.M.
Bourne Town Hall
Upper Conference Room

2009 FEB 12 AM 9 34

TOWN CLERK'S OFFICE
BOURNE, MASS

Members present: Chairman Mastrangelo, Donald Pickard, Ken Legg and John Stoffa

Excused: John O'Brien

Others Present: Administrator Thomas Guerino, Finance Committee member Elinor Ripley and Diana Barth from the Bourne Enterprise.

Chairman Mastrangelo called the meeting to order at 7:00 P.M.

Cecil Group will be making a power point presentation on the Municipal Facilities Study to the Board of Selectmen on Tuesday, January 13, 2009.

Ken Buckland from Cecil Group presented an updated version of the Municipal Facilities Study based on the last meeting. A conference call was held with the Police Chief and Lt. Tavares on the new Police Facility. Further discussion is needed on how many additional officers the town may project on having in their long-range plan in order to construct a facility that would be appropriate in size for the town.

Possible locations for the new Police Station:

Discussed the following possible locations: Buzzards Bay in area of A-Frame and campground, County Road (not top priority for Police Department), Cubellis Property, ISWM (another access onto Rte 28 would require curb cut and purchasing property from Cape Cod Aggregates) and using Hoxie School property as a new location for a Police Station.

Fire Department Headquarters

Discussed converting Sagamore Station 3 into Headquarters with modifications to interior by taking 2 bedrooms and converting into office space.

Buzzards Bay sub-station

Discussed options for renovating, demolish and rebuilding Main Street sub-station. Will need to do further study.

Coady School

Library doesn't have the personnel to work between both the Library and Coady School. Library needs more space for programs but they don't have money for additional overhead cost to maintain programs at the Coady School, which is a major concern.

Discussed the Recreation Department using the Coady School. Request the Recreation Director submit a proposal to show if they got more space, how would they use it and how would it be funded.

Town Archives/Town Hall

Recommend installing a 6-hour fire rating door for the vaults. Administrator Guerino suggested that the Cecil Group have a serious discussion with the department heads that have vaults (Town Clerk, Treasurer and Town Collector).

Hoxie School

Discussed options to relocate a department into the Hoxie School (DNR, Waldorf School and/or Police Department) and how it may be beneficial to those departments.

Priority list of municipal buildings:

- 1) Police Station
- 2) Headquarters moving into Station 3 (Sagamore)
- 3) Monument Beach and Pocasset fire stations
- 4) Library and Peebles School

Administrator Guerino discussed the Presidents Stimulus Project package that is due on Thursday, January 8th at 2:00 P.M.

Will be setting up a joint meeting between the Capital Outlay Committee, Board of Selectmen and Library Trustees to discuss the Bourne Library.

Will discuss with the Board of Selectmen the MMR Schools and maintenance cost to upkeep the buildings.

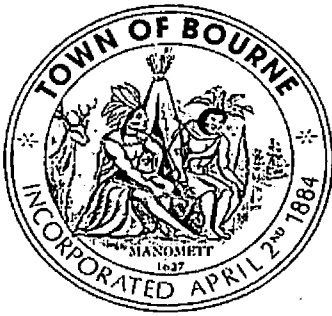
Administrator Guerino requests that the Cecil Group meet with Building Inspector Roger LaPorte regarding municipal buildings and issues some of the buildings are currently having such as leaks.

Upcoming meetings:

- January 8th – meeting will begin at 6:00 P.M. (review capital requests prior to meeting with department heads)
- January 15th – begin meeting at 6:00 P.M. with department heads (Schools, Shore & Harbor, DNR and Police)
- January 22th – begin meeting at 6:00 P.M. with department heads (DPW, Fire and ISWM)
- January 28th – begin meeting at 6:00 P.M. with Cecil Group
- February 5th – Capital Outlay will have a public hearing Cecil Group (time and location to be determined)

Ken Legg made a **MOTION** and **SECONDED** by Don Pickard to adjourn the meeting at 8:50 P.M. **UNANIMOUS VOTE**

Respectfully submitted,
Debbie Judge
Secretary



CAPITAL OUTLAY COMMITTEE Meeting Notice



Date

Thursday
January 8, 2009

Time

7:00 PM

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Upper Conference Room

AGENDA

- 1) FY10 Capital Plan
- 2) Any other business to come before the Committee
- 3) Minutes of previous meetings

Residents are welcomed and encouraged to attend our meetings

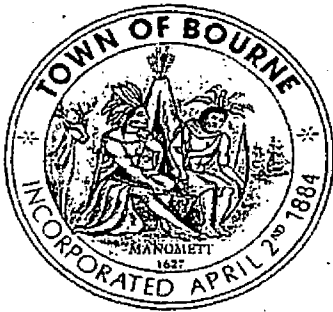
Thomas M. Guerino

Town Administrator

Date: December 22, 2008

cc: Town Clerk
Town Administrator
Committee: Mastrangelo, Legg, O'Brien, Pickard and Stofa
Notify: Moore, Ripley, Finance Director Marzelli, and Administrator Guerino

BOURNE, MASS.
TOWN CLERK'S OFFICE
2008 DEC 22 PM 3 22



CAPITAL OUTLAY COMMITTEE Meeting Notice



AMENDED

Date

Thursday
January 8, 2009

Time

6:00 PM

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Upper Conference Room

AGENDA

- 1) FY10 Capital Plan
- 2) Minutes of previous meetings
- 3) Any other business to come before the Committee

Residents are welcomed and encouraged to attend our meetings

Thomas M. Guerino
Town Administrator

Date: January 6, 2009

cc: Town Clerk
Town Administrator
Committee: Mastrangelo, Legg, O'Brien, Pickard and Stofa
Notify: Moore, Ripley, Finance Director Marzelli, Administrator Guerino

BOURNE, MASS.
TOWN CLERK'S OFFICE

81 6 10 9 REC 6002

Capital Outlay Committee
Thursday, January 8, 2009 - 6:00 P.M.
Bourne Town Hall
Upper Conference Room

2009 FEB 12 AM 9 34

TOWN CLERK'S OFFICE

BO: Members present: Chairman Mastrangelo, Donald Pickard, Ken Legg and John Stoffa

Excused: John O'Brien

Others Present: Administrator Thomas Guerino, Finance Director Linda Marzelli and Finance Committee member Elinor Ripley

Chairman Mastrangelo called the meeting to order at 6:00 P.M.

Chairman Mastrangelo reminded the Committee members that next week would begin the reviews with the department heads.

The following are comments on the capital request that were submitted to committee members last week:

Ambulance

It has been difficult getting truck parts for the ambulance. This year will look into either a different model of ambulance and the difference between new and/or rebuilt ambulance. By purchasing a rebuilt, it could be a savings of \$30,000 - \$50,000.

Request the following:

- 1) Mileage on ambulances
- 2) Hours
- 3) Comparison what other communities use (new vs. rebuilt)

DNR

Everything that the Capital Outlay Committee was expecting was based on previous years.

Schools

Request additional information: Is mini-bus request in addition to or replacement to what they have and additional information on the boiler at Peebles School.

DPW

DPW Facility was included in the Presidents Stimulus proposal, which needs to be shovel-ready in 180 days.

DPW Facility may require a Special Town Meeting approval, possibly in March and would be requesting \$800,000.

Discussed different locations for the new Police Department facility. Also discussed the DPW and Police Department on the same site. Site for the Police Department will have to be secured. Need to look into other towns that have the same setup and see how it works.

The above ground fuel tank at Stone School will be used at the new DPW Facility.

ISWM

Need to discuss with ISWM where they are with purchasing equipment that has been appropriated by Town Meeting and on their residential recycling.

Upcoming meetings with Department Heads:

- January 15th at 6:00 P.M. (Schools, Shore & Harbor, DNR and Police)
- January 22nd at 6:00 P.M. (DPW, Fire and ISWM)

Kaestle Boos will be meeting with the School Committee on February 4th at 7:30 P.M. regarding the Peebles School Study. Chairman Mastrangelo thought it would be good for any member of the Capital Outlay Committee to attend this presentation.

Proposed new Peebles School will have approximately 82,000 square feet and if the Peebles School is renovated it will have over 100,000 square feet. School project will begin in 2013.

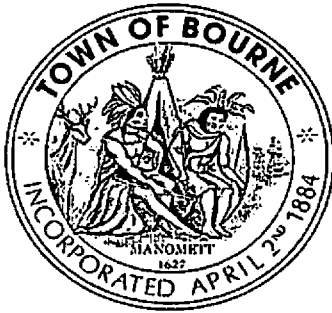
Minutes

Ken Legg made a **MOTION** and **SECONDED** to approve the minutes of November 13, 2008 as submitted. **UNANIMOUS VOTE (4-0)**

Don Pickard made a **MOTION** and **SECONDED** by Ken Legg to approve the minutes of December 10, 2008 as submitted. **UNANIMOUS VOTE (4-0)**

Ken Legg made a **MOTION** and **SECONDED** to adjourn the meeting at 7:15 P.M.
UNANIMOUS VOTE

Respectfully submitted,
Debbie Judge
Secretary



CAPITAL OUTLAY COMMITTEE Meeting Notice



Date

Tuesday
January 13, 2009

Time

7:00 PM

Location

Bourne Veterans' Memorial
Community Center
239 Main Street
Buzzards Bay

2009 JAN 9 PM 3 13
TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA

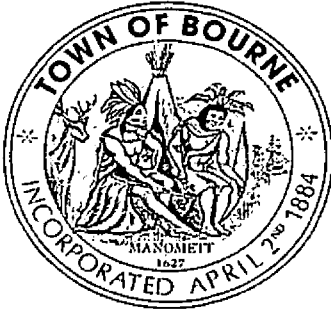
- 1) Attend Board of Selectmen's Workshop – Presentation by Cecil Group, Inc. on the Municipal Facilities Plan
- 2) Any other business to come before the Committee

Thomas M. Guerino

Town Administrator

Date: January 9, 2009

cc: Town Clerk
Town Administrator
Committee: Mastrangelo, Legg, O'Brien, Pickard and Stofa
Notify: Moore, Ripley, Finance Director Marzelli, Administrator Guerino



CAPITAL OUTLAY COMMITTEE Meeting Notice



Date

Thursday
January 15, 2009

Time

6:00 PM

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Upper Conference Room

AMENDED AGENDA

- 1) Review Capital Outlay requests
- 2) Any other business to come before the Committee

Residents are welcomed and encouraged to attend our meetings

Thomas M. Guerino
Town Administrator
Date: January 13, 2009

cc: Town Clerk
Town Administrator
Committee: Mastrangelo, Legg, O'Brien, Pickard and Stofa
Notify: Moore, Ripley, Finance Director Marzelli, Administrator Guerino

2009 JAN 13 PM 12 35
TOWN CLERK'S OFFICE
BOURNE, MASS

Capital Outlay Committee
Thursday, January 15, 2009 - 6:00 P.M.
Bourne Town Hall
Upper Conference Room

2009 FEB 12 AM 9 34

TOWN CLERK'S OFFICE
Bourne, MA
Members Present: Chairman Mastrangelo, Donald Pickard, Ken Legg, John Stoffa and John O'Brien

Others Present: Finance Committee member Elinor Ripley, Finance Director Linda Marzelli and Town Administrator Thomas Guerino.

Chairman Mastrangelo called the meeting to order at 6:00 P.M.

School Department:

Superintendent of Schools Ed LaFleur made presentation

Upgrade Security System in Bourne High School - \$150,000

This is the 2nd Phase to complete the security system by replacing locks on interior and exterior doors in the hallway, gymnasium and cafeteria to bring into compliance. Funding was approved for the 1st phase last year, went out to bid, which was later challenged. Hope to have the work completed April 2009.

Technology Plan - \$202,000

This is the 2nd year in a 5-year plan to replace computers that are between 3 – 10 years old at Peebles Elementary School. The current computers are very slow and don't meet the processing specs to run educational applications. This year's request is to purchase 1 Follette and 2 VariQuest Systems, 14 projectors and whiteboards and 100 HP or Dell computers. State requires a 5-year technology plan on file.

Superintendent LaFleur submitted a Technology Plan for School Years 2004 – 2016.

Replace Special Education Mini-Bus - \$44,000

On the 5-year plan, Mini-Bus was removed from FY2010 and placed in FY2011 (cost of \$44,000) and removed from 2014 (\$47,000) and placed in 2013 (\$46,000). Changes will be made to the 5-year & 10-year Long Range Plans.

Committee requests the following information: Year purchased, year to be replaced, mileage as of today and number of vehicles in the fleet.

Replace original Boiler (1955) - \$85,000

The current boiler is approximately 54 years old. There is 1 8-year-old boiler in the Peebles School and if this boiler malfunctions or fails, it puts a huge impact on the school.

Superintendent LaFleur said last year there was work done to the greenhouse with a balance of \$24,000 that will be put towards replacing the drip pan. If work is not in the

same scope of the article that was approved at Town Meeting, the article will need to be amended at the next Special Town Meeting. If the balance is not enough to complete the work, then you need to raise and appropriate more monies.

Items listed on the Long-Term Plan for Peebles School will not happen if there is a new school.

Shore & Harbor

Shore & Harbor Chairman Charlie Miller made presentation

Mr. Miller discussed Barlows' Landing, which wasn't on the Capital Outlay plan. Barlows' Landing is in need of major work to the wharf, which is in excess of 160 years old and has been deteriorated over the years. The wharf is the principal supply point to the residents on Bassett's Island.

Waterways Account can only be used for waterways activities and would like to use monies to pay for the work at Barlows' Landing but the balance would need to be supplemented. Mr. Miller said he is giving the Capital Outlay Committee a heads up that monies will probably be requested next year.

Barlows' Landing project (ramp, dingy dock and maintenance to the wharf) should be added to the Capital Outlay spreadsheet for FY2011 at an estimated cost of \$300,000.

Before the Barlows' Landing project can be added to the Capital Outlay Plan, the Committee needs to receive a request from the Shore & Harbor Committee, date they would like to have the project completed by and amount of request.

Discussed the Monument Beach Marina as a capital investment and the urgency to have the boat ramp repaired. The boat ramp is the most used ramp in town. There are engineering plans that include the pier, parking (including drainage and catch basins) boat ramp and bathhouse. Monument Beach Marina project was last presented to the Capital Outlay Committee several years ago and is not included on the long-range plan.

Hen Cove - \$85,000

Request is an annual dredging project and Hen Cove is a high priority this year.

Request from the Shore & Harbor Committee a priority list of dredging projects.

Department of Natural Resources

Department of Natural Resources Director Tim Mullen made presentation.

Fuel System Upgrade - \$146,000

This is the 3rd phase to replace two 10,000-gallon underground tanks with 1 dual compartment tank. Can apply for up to 75% reimbursement from the States Underground Storage Tank Program. Work needs to be done first, and then you can apply for

reimbursement. The 2nd phase bids are due in February and hope to have completed by April.

Pile Replacement Monument Beach Marina (15) - \$25,000

Approximately 10 pilings that secure the floating docks (finger piers) and one piling that supports the main pier needs to be replaced due to chafing by the floating docks and due to age.

Discussed the \$200,000 that was received by the state to repair the dock after the storm with a balance of \$50,000 that hasn't been touched for approximately 1 year. Discussed the possibility of using the balance of the \$50,000 towards the boat ramp or dinghy dock. These are items that the Shore & Harbor Committee should be involved with.

Re-power Y-56 1995 Pump-Out Boat

Re-power Pump-Out boat in lieu of replacing. The hull is in great shape and has been well maintained. Pump-Out boat is on the Long-Range Capital Outlay Plan for replacement in FY2016.

Committee asked Mr. Mullen what he thought of the Municipal Facilities Plan and the idea of the DNR going to the Pocasset Fire Station. He stated that it would be difficult for his office not to be in one place since they do so many different things at the same time. Beach stickers, shellfish permits and moorings should be in a central location but equipment can be stored at a different location. Sagamore would not be a good location since it has the least percentage for what his department does.

Police

Police Chief Baldwin made presentation

Cruisers (4) - \$116,500

Replacing cruisers are done annually. Request to replace 1 unmarked car and 3 cruisers.

Generator - \$75,000

Generator is used during power outages, uses natural gas and is portable.

Committee asked Chief Baldwin what he thought of the Municipal Facilities Plan and said not to look for the convenience of the Police Department, but look for the convenience of the town. He also said he didn't have a problem with the County Road location.

Upcoming meetings

- February 4th at 7:30 P.M. Kaestle Boos will be making a presentation to the School Committee and Finance Committee re: Peebles School. Capital Outlay Committee members may want to attend presentation.
- February 5th the Cecil Group will be making a televised presentation on the Municipal Facilities Plan at the Bourne Veterans' Memorial Community Center.

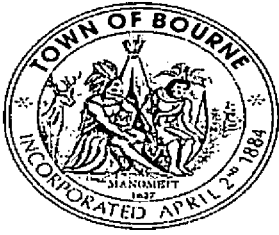
Discussed Sportsworld property as a potential location for the new Police/DPW facility. Property is on the market for \$2 million for 10 acres.

Any potential parcels need to be identified, clarification on County Road land whether or not it's Town Forest Land and is there any wetlands and need to be discussed prior to Town Meeting.

Administrator Guerino suggested having Engineering Technician Michael Leitzel come to the Capital Outlay meeting scheduled for January 28th along with the Cecil Group.

Ken Legg made a **MOTION** and **SECONDED** by Don Pickard to adjourn the meeting at 8:20 P.M. **UNANIMOUS VOTE**

Respectfully submitted,
Debbie Judge
Secretary



CAPITAL OUTLAY COMMITTEE Meeting Notice



Date

Thursday
January 22, 2009

Time

6:00 PM

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Upper Conference Room

AGENDA

- 1) Review Capital Outlay requests
- 2) Any other business to come before the Committee

Residents are welcomed and encouraged to attend our meetings

Thomas M. Guerino
Town Administrator
Date: January 16, 2009

cc: Town Clerk

Town Administrator

Committee: Mastrangelo, Legg, O'Brien, Pickard and Stefan

Notify: Moore, Ripley, Finance Director Marzelli, Administrator Guerino

2009 JAN 16 PM 1 37

Capital Outlay Committee

Thursday, January 22, 2009 - 6:00 P.M.

2009 FEB 12 AM 9 34

Bourne Town Hall

Upper Conference Room

TOWN CLERK'S OFFICE

Members present: Chairman Mastrangelo, Donald Pickard, Ken Legg and John O'Brien

Excused: John Stoffa

Others Present: Finance Committee member Elinor Ripley, Finance Director Linda Marzelli, Town Administrator Thomas Guerino, DPW Superintendent Rickie Tellier, George Sala, Brian Wilson, ISWM General Manager Brent Goins, Dan Barrett and Angie Poole

Administrator Guerino said that the Fire Department wouldn't be at the meeting this evening due to changes at the Fire Department. They have been rescheduled for February 5, 2009 at 6:00 P.M.

Chairman Mastrangelo called the meeting to order at 6:00 P.M.

Department of Public Works

DPW Superintendent Rickie Tellier thanked the Committee for everything they received last year. Knowing that things aren't good this year, appreciate everything that the Committee can do to help his department.

Truck T-11 Sander - \$127,500

Truck T-11 is a 1994 Ford L8000 Sander with 206,610 miles is rusting out and time to be replaced. Maintenance repairs are getting costly.

Truck T-9 Sander - \$127,500

Truck T-9 is a 1994 Ford L8000 Sander with 201,202 miles is rusting out and time to be replaced. Maintenance repairs are getting costly.

Roadside Mower - \$80,000

Roadside mower is a 1998 new Holland 4835 tractor/with B49 Bomford Flail mower with 4485 hours. Mower is used 10 months of the year and is having problems with the arm and is becoming difficult ordering parts since they come from England. Mower will be traded in since its in good condition.

Mobile 5 - \$54,000

Mobile 5 is a 1999 Ford F350 4x4 combination dump/plow with 94,985 miles. New truck will be a F550 instead of a F350. Cost of the truck will be \$60,000, which is an increase to the original \$54,000 that was on the 5-year plan. This price doesn't include trade-in.

Administrator Guerino said that he has concerns keeping trucks that are 15-years old. This timeframe is too long to hold onto a truck and becomes a safety issue.

It is also suggested that the purchase of every town vehicle goes through the Town Mechanic, Brian Wilson.

Truck T-7 Sander - \$127,500

Truck T-7 is a 1995 Ford L8000 Sander with 183,519 miles and is 5th on the priority list. Mr. Tellier said he would bump this truck if he had a choice.

ISWM

Chairman Mastrangelo asked General Manager Brent Goins where he is at with purchasing equipment from last year?

- Roll-Off Truck – Sent out confirmation
- Replace 1999 Ford F-150 Pickup – Hasn't come in yet due to manufacture delay
- Phase IIA/IIIA, Stage 2 - Landfill Liner – Completed
- Replace Komatsu 155A Dozer – on order
- Landfill Gas Electrical Generator & Appurtenances – Submitted to MTC to receive grant money and work can move forward.

Replace CAT 906 Mini-Loader - \$95,000

Replace with a 2009 CAT 906 Mini-loader or equal. Mini-Loader is a multi-purpose machine and is used in the baling operation and recycling area. Lifetime on the mini-loader is 7 years.

Replace Ford F550 Container Truck - \$72,000

Replace with a 2009 1-ton container truck. Container truck will be replacing a 1999, which has been used for the past 10 years both on and off site to haul containers. This truck is also used by the Department of Public Works. Container Truck is not on the 10-year plan. Needs to be added to FY2020.

Replace Sterling Sweeper - \$165,000

Sweeper is used to sweep roads daily to pick up hazards of nails and reduce dust. Cost to maintaining and repairing equipment is becoming costly.

ISWM have skilled mechanics to work on the more heavy-duty equipment. It's a lot different than what the DPW mechanics work on.

Replace John Deere 270LC Excavator - \$230,000

Replace with a 2009 CAT 270LC Excavator or equal. Excavator is a major part of the daily operation at the landfill. Excavator is over 9 years old and maintenance of the equipment has increased. Will be looking into different brands of excavators that are equivalent to the John Deere but also prefer Caterpillar because they hold their value better.

Replace D250E Off-Road Truck - \$567,000

Replace with a 2009 Volvo A35 Roll-off Truck or equal. Off-road truck moves equipment from one place to another at the facility. Equipment lifespan is 7 years and needs to be replaced. Additional maintenance and repairs will result in increased cost.

Recycling Containers - \$245,000

Request to purchase 125 recycling containers: (5) 40-yard roll-off containers; (20) eight to ten yard roll off containers and (100) 96-gallon toters. Useful life of the containers is 10-years.

Commercial businesses request recycling containers and when full they contact ISWM to collect the containers.

Director of Business Services recommend paying for the recycling containers with free cash instead of bonding.

Chairman Masterangelo requested the following information:

- Year on each piece of equipment
- Fiscal Year it was purchased
- Model

Administrator Guerino said he is still waiting for the Cecil Group to get together with the Building Inspector regarding Town Hall.

Chairman Mastrangelo requested from Finance Director to insert State Aid with a 10% and a 15% reduction. Until we see the numbers on State Aid, the Committee won't know how much cash to put forward for this year.

Town Hall Vehicle Pool: Cruisers will go 1 more year

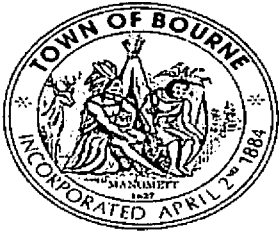
Chairman Mastrangelo had requested a Borrowing Schedule from Finance Director.

Minutes will be approved at next Capital Outlay meeting.

The Public Hearing on the Municipal Facility by The Cecil Group, LLC will be held on Thursday, February 5, 2009 at 7:00 P.M. at the Bourne Veterans' Memorial Community Center. Notices will be put in the local papers (Bourne Enterprise and Bourne Courier) Town Web page and on Cable TV.

Don Pickard made a **MOTION** and **SECONDED** by Ken Legg to adjourn the meeting at 7:30 P.M.

Respectfully submitted,
Debbie Judge
Secretary



CAPITAL OUTLAY COMMITTEE Meeting Notice



Date

Wednesday
January 28, 2009

Time

6:45 PM

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Upper Conference Room

AGENDA

- 1) Approval of Minutes (2/13/08, 3/8/08, 10/1/08, 10/3/08, 1/5/09)
- 2) Presentation by The Cecil Group, Inc.
- 3) Any other business to come before the Committee

Residents are welcomed and encouraged to attend our meetings

2009 JAN 23 PM 3 51
TOWN CLERK'S OFFICE
BOURNE, MASS

Thomas M. Guerino

Town Administrator

Date: January 23, 2009

cc: Town Clerk
Town Administrator
Committee: Mastrangelo, Legg, O'Brien, Pickard and Stofa
Notify: Moore, Ripley, Finance Director Marzelli, Administrator Guerino

Capital Outlay Committee

Wednesday, January 28, 2009 - 6:45 P.M.

2009 FEB 12 AM 9 33

**Bourne Town Hall
Upper Conference Room**

TOWN CLERK'S OFFICE

Members present: Chairman Mastrangelo, Donald Pickard, Elinor Ripley, John Stofa

Excused: Ken Legg

Not Excused: John O'Brien

Others Present: Thomas Guerino, The Cecil Group

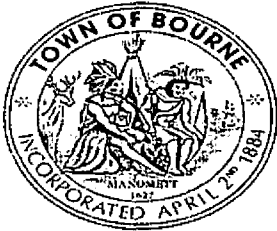
Call the meeting to order

Chairman Mastrangelo called the meeting to order at 6:45 P.M.

Representatives from The Cecil Group was welcomed to the meeting to present, explain, review and edit their PowerPoint presentation to the committee members in preparation for the public opinion meeting next week.

The meeting adjourned at 9:12 P.M.

Respectfully submitted,
John Stofa
Committee member



CAPITAL OUTLAY COMMITTEE Meeting Notice



Date

Thursday
February 5, 2009

Time

6:00 PM

Location

Bourne Veterans' Memorial
Community Center
239 Main Street
Buzzards Bay, MA 02532

AGENDA

- 1) Approval of Minutes (2/13/08, 3/8/08, 10/1/08, 10/3/08, 1/5/09, 1/8/09, 1/15/09, 1/22/09, 1/28/09)
- 2) Discuss Capital Outlay request (Fire Department)
- 3) Evaluation Land Suitability for Police Station
- 4) Facilities Manager Position
- 5) 7:00 P.M. Public Hearing – Presentation by The Cecil Group, Inc.
- 6) Any other business to come before the Committee

Residents are welcomed and encouraged to attend our meetings

Thomas M. Guerino
Town Administrator

Date: January 30, 2009

cc: Town Clerk

Town Administrator

Committee: Mastrangelo, Legg, O'Brien, Pickard and Stofa

Notify: Moore, Ripley, Finance Director Marzelli, Administrator Guerino

BOURNE, MASS.
TOWN CLERK'S OFFICE

RECEIVED
FEB 11 2009

Chapman, Wendy

From: Guerino, Thomas
Sent: Tuesday, February 03, 2009 8:35 AM
To: Campbell, Cheryl; Chapman, Wendy
Subject: FW: Capital Outlay, Thursday 2/5 at 6:00 PM

2009 FEB 3 AM 10 03
TOWN CLERK'S OFFICE
BOURNE, MASS

Please adjust the posting of the Capital meeting for 6:00. Thanks.

tg

-----Original Message-----

From: Don Pickard [mailto:don@pickardassociates.com]
Sent: Tuesday, February 03, 2009 8:26 AM
To: MJM@MRAINC.ORG; ElinorDRipley@aol.com; opocasset@aol.com; jmstofa@yahoo.com; kdlegg@yahoo.com
Cc: Guerino, Thomas; Judge, Debbie
Subject: Re: Capital Outlay, Thursday 2/5 at 6:00 PM

The Town Calendar as posted on the Town website says we start at 7:00. I suspect that mirrors any official posting at the office of the Town Clerk. If that is the case we need to change it I suspect!

----- Original Message -----

From: MJM@MRAINC.ORG
To: ElinorDRipley@aol.com ; don@pickardassociates.com ; opocasset@aol.com ; jmstofa@yahoo.com ; kdlegg@yahoo.com
Cc: TGuerino@townofbourne.com ; djudge@townofbourne.com
Sent: Monday, February 02, 2009 7:51 PM
Subject: Capital Outlay, Thursday 2/5 at 6:00 PM

Hi all,

I just wanted to make sure you all know that Thursday's meeting will begin at 6:00 pm.

In addition to minutes to approve we have Fire Department FY10 requests and discussion on site evaluation for the Town\School owned site on MacArthur Blvd.

If we have time we will also discuss a recommendation on the Facilities Manager Position.

At 7:00 pm will start the part of meeting on the Municipal Facilities Study for public input.

Sorry for the confusion on last week's meeting. I'll try to send reminders in the future.

MJ

PS. Attached is a flyer I made up and posted at Daily Brew. If you can think of any other places it could be posted please feel free to print out and post.

Mary Jane Mastrangelo
Work Phone 508-564-9991
Home Phone 508-563-6558

2/3/2009

Capital Outlay Committee
Thursday, February 5, 2009 - 6:00 P.M.
Bourne Veterans' Memorial Community Center
239 Main Street, Buzzards Bay

Members present: Chairman Mastrangelo, Donald Pickard, Ken Legg, John Stofa and John O'Brien

Others Present: Administrator Thomas Guerino, Elinor Ripley, members of the Finance Committee, members of the public, Paul Gately from the Bourne Courier and Diana Barth from the Bourne Enterprise

Chairman Mastrangelo called the meeting to order at 6:00 P.M.

Administrator Guerino introduced Acting Fire Chief Dan Doucette and Lt. Fusco.

Fire Department

Acting Fire Chief Doucette and Lt. Fusco made presentation

Ambulance 135 - \$160,000

Ambulance is a 2003 and currently has 93,000 miles and will have 100,000 miles at the time the new ambulance is purchased. Discussed the difference between rebuilt and new. Parts have been wearing out becoming maintenance issues. Discussed spacing out purchasing new ambulances evenly over the years.

Headquarters roof - \$20,000

Maintenance costs have been increasing to repair the leaking roof. Roof is approximately 40 years old and needs to be replaced relatively soon. There were 2 smaller roofs that were leaking and had been repaired. Need to protect building, which protects the inside assets.

Lifepac - \$ 130,000

Request is to replace 4 Lifepac. Current Lifepac 12's are 10 - 12 years old and machines have started to fail. Lifepac machine is used as an emergency EKG monitor/defibrillator and are used 6-7 times a day. Next purchase of Lifepac will be 15's and not 12's. There may be grant monies available to assist with the purchase.

Evaluation Land Suitability for Police Station

Chairman Mastrangelo looked at the property on MacArthur Blvd. and suggested having Cecil Group evaluate the property to see if it could be a suitable site. Administrator Guerino suggested that Mike Leitzel look at the site and submit information to consultants to receive preliminary consensus of the property.

Facility Manager Position

Position is not included in this year's budget but could submit an article for Town Meeting. If position is not ready to be filled by this time, article can be indefinitely postponed. Administrator Guerino expressed concern for funding and suggested funding the position for only 6 months and not 12 in FY11. Suggest placing the Facility Manager position in either the "B" or BEA unit.

Don Pickard made a **MOTION** and **SECONDED** by Ken Legg to move forward with the Facility Manager position and to put an article in the warrant for May 2009 Town Meeting. **UNANIMOUS VOTE**

7:00 P.M. Public Hearing – Presentation by The Cecil Group, Inc

Chairman Mastrangelo introduced Ken Buckland and Ryan Lawlor from the Cecil Group who will make a Municipal Facility presentation of the draft plan.

The presentation included the following: Facilities Review, Buildings' evaluation, Alternatives Analysis, Facilities Findings Priorities, Priority Facility Needs, Areas requiring building maintenance, Areas of under utilization or reuse opportunities, Financial impacts and Future process.

Cost for new facilities:

Department of Public Works:	\$ 7.9 million
Police Headquarters:	\$ 7.2 million
Renovations for Fire Headquarters:	\$ 1.4 million
New fire substation:	<u>\$ 1.8 million</u>
TOTAL	\$18.3 million

Cost for major renovations:

Buzzards bay Fire Station:	\$ 1.7 million
Town Hall:	\$ 1.0 million
Library:	<u>\$ 1.5 million</u>
TOTAL	\$ 4.2 million

TOTALS:

New facilities:	\$18.3 million
Renovations:	\$ 4.2 million
Contingency (20%)	<u>\$ 4.5 million</u>
	\$27.0 million

Planned Renovation:

Library:	\$ 9.1 million
Peebles School:	<u>\$ 31.0 million</u>
TOTAL	\$40.10 million

Totals don't include state reimbursements

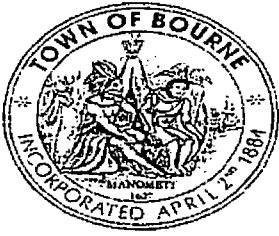
Any comments or suggestions can be submitted to the Capital Outlay Committee.

Future meetings:

- February 11, 2009: Review and make capital plan recommendations.
- February 19, 2009: Review and discuss report by Cecil Group

Don Pickard made a **MOTION** and **SECONDED** by John Stofa to adjourn meeting at 8:20 P.M.
UNANIMOUS VOTE

Respectfully submitted,
Debbie Judge
Secretary



CAPITAL OUTLAY COMMITTEE



Meeting Notice

Date

Wednesday
February 11, 2009

Time

6:00 PM

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

AGENDA

- 1) Approval of Minutes (2/13/08, 3/8/08, 10/1/08, 10/3/08, 1/5/09, 1/8/09, 1/15/09, 1/22/09, 1/28/09, 2/5/09)
- 2) FY10 Capital Plan Recommendations
- 3) Municipal Facilities Study
- 4) Debt Schedule
- 5) Any other business to come before the Committee

Residents are welcomed and encouraged to attend our meetings

Thomas M. Guerino
Town Administrator

Date: February 9, 2009

TOWN CLERKS OFFICE

cc: Town Clerk
Town Administrator

Committee: Mastrangelo, Legg, O'Brien, Pickard and Stofa

Notify: Moore, Ripley, Finance Director Marzelli, Administrator Guerino

2009 FEB 9 PM 4 20

Capital Outlay Committee
Wednesday, February 11, 2009 - 6:00 P.M.
Bourne Town Hall
24 Perry Avenue, Buzzards Bay

Members present: Chairman Mastrangelo, Don Pickard, Ken Legg and John O'Brien

Excused: John Stofa

Others Present: Administrator Thomas Guerino, Selectman Mealy and Elinor Ripley

Chairman Mastrangelo called the meeting to order at 6:00 P.M.

Approval of Minutes

Ken Legg made a **MOTION** and **SECONDED** by Don Pickard to approve the following minutes as submitted: 2/13/08, 3/8/08, 10/3/08, 1/5/09, 1/8/09, 1/15/09, 1/22/09 and 1/28/09. **UNANIMOUS VOTE**

FY2010 Capital Plan Recommendations

Administrator Guerino said the committee was very generous last year with approving appropriations but cautioned them on bonding items for ISWM. Revenues aren't coming in as expected.

Police:

Cruisers - \$116,560

Approve: Recommend the purchase of 3 cruisers instead of 4 reducing the cost to \$90,000.

Generator - \$75,000

Approve: Recommend funding of the generator.

Fire:

Ambulance 136 - \$160,000

Discussion on whether there is a need to purchase an ambulance at this time and if there is a need for 4 ambulances.

Approval of the ambulance pending the following information:

- ❖ Research justification to spend \$160,000
- ❖ Rotation in ambulance – consider putting new ambulance in a rotation cycle and use older ambulance as back-up
- ❖ Request a more defined ambulance plan

Replace Headquarters roof - \$20,000

Approve: Recommend funding to replace the roof at Fire Department Headquarters

Lifepac Replacement (4) - \$130,000

Approve: Recommend funding to replace the Lifepac (4)

Department of Natural Resources:

Fuel System Upgrade - \$146,000

Approve: Recommend funding for the Fuel System Upgrade

BOURNE, MASS
TOWN CLERK'S OFFICE
2009 MAR 20 AM 9 47

Pile Replacement at Monument Beach Marina (15) - \$25,000

Use monies from an existing article and the balance will come from state monies the town received to repair the marina. Committee requested a replacement plan.

Re-power Y-56 1995 Pump Out Boat - \$16,000

Approve: Recommend funding to re-power pump out boat and monies will come from Waterways Account.

Schools:

Security upgrade at Bourne High School - \$150,000

Committee requests the Superintendent submit an explanation on the new security upgrade.

Mini-bus

Mini-bus will be put on as a Special Town Meeting article

Technology Plan - \$202,000

Approve: Recommend funding the 2nd year in a 5-year plan to replace computers at the Peebles School.

Replace original boiler at Peebles School - \$85,000

Approve: Recommend funding to replace the boiler at Peebles School

Committee suggested having Superintendent LaFleur contact Plumbing & Gas Inspector George Tribou. If Mr. Tribou could install boiler, this could be a substantial savings to the town.

Department of Public Works:

1-ton dump truck (M-5) - \$60,000

Approve: Recommend funding for M-5

Dump/Sander Truck (T-9) - \$127,500

Approve: Recommend funding for T-9

Dump/Sander Truck (T-11) - \$127,500

Approve: Recommend funding for T-11

Dump/Sander Truck (T-7) - \$127,500

Committee did not approve funding for T-7. This item was put off for another year.

Roadside Mower - \$80,000

Approve: Recommend funding for the roadside mower

DPW Facility - \$7,900,000

Discussing on the new DPW facility and its location and cost of \$7.9 million for the new facility. In addition, a salt shed will need to be purchased and constructed.

There will be an article in the Special Town Meeting in the Fall of 2009, requesting \$790,000 for architectural drawn plans or look into purchasing used plans to reduce the cost.

ISWM

Recycling Containers - \$245,000

Committee request the following information on the recycling containers prior to making decision on funding:

- ❖ How much more money will be brought in with the containers
- ❖ Breakdown of containers and what to expect from revenue this year

Replace D250 Off-Road Truck - \$567,000

Approve: Recommend funding of the Off-Road Truck

Replace John Deere 270LC Excavator - \$230,000

Approve: Recommend funding of the John Deere 270LC Excavator

Replace Sterling Sweeper - \$165,000

Committee didn't approve funding the Sterling Sweeper. Put this item off for another year.

Replace Ford F550 Container Truck - \$72,000

Approve: Recommend funding of the Container Truck

Replace CAT 906 Mini-Loader - \$95,000

Approve: Recommending funding of the Ford 550 Container Truck

Discussed the idea of placing recycling containers in different locations in town where people can empty their own recyclables.

Administrator Guerino said the Board of Sewer Commissioners would be submitting an article in the amount of \$65,000 for test borings near the new school to see if it would bother the aquifer for a potential site of a sewer treatment plant.

Committee discussed the need for being more proactive in identifying which town buildings are historical and apply for CPC funding in the fall.

Chairman Mastrangelo spoke with the School Committee regarding the DPW Facility site location off MacArthur Blvd (behind the High School and Middle and between Nissan and Atlantic Carwash). School Committee appears to be in favor of this location.

Municipal Facilities Study

Ryan Lawlor from Cecil Group handed out and reviewed the draft report on the Municipal Facilities Study. Department Head reports will be included in the final report. Waiting to receive more information on the maintenance issue at Hoxie and Coady Schools.

Hoxie School was given to the School Department. Town Administrator's budget report indicates that \$41,500 has been added for next year. Need for clarification on what happens to Hoxie School if it is closed and then reopens.

Mr. Lawlor said after the last meeting on February 5th he had spoken with Waldorf School staff that seemed to be interested in the Hoxie School. This is an area that needs to be explored. In the long term, the town needs to keep the Waldorf School.

There is opposition with the Fire Department Administration moving to the Sagamore Fire Station. It was asked if the Emergency Operation Center be included in the new Police Station?

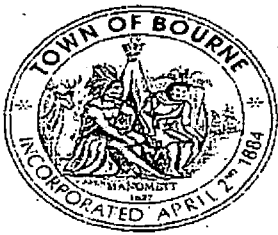
Cecil Group would like the Capital Outlay Committee to review and report whether they prefer options 1 or 2 in the draft copy of the Municipal Facilities Study. Any questions or comments can be e-mailed to Chairman Mastrangelo and she will forward to Cecil Group.

The next meeting will be on Thursday, February 19th at 6:00 P.M. with Cecil Group.

Don Pickard made a **MOTION** and **SECONDED** by Ken Legg to adjourn the meeting at 7:55 P.M.
UNANIMOUS VOTE

Respectfully submitted,

Debbie Judge
Secretary



CAPITAL OUTLAY COMMITTEE



Meeting Notice

AMENDED

Date

Thursday
February 19, 2009

Time

6:00 PM

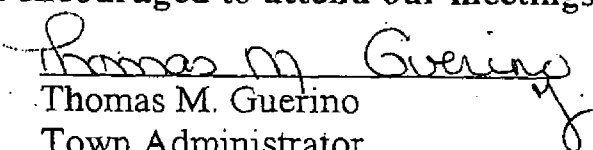
Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

AGENDA

- 1) Approval of Minutes: 10/1/08, 2/5/09, 2/11/09
- 2) Municipal Facilities Study
 - A. Discussion of Paesano Place for Police Station
- 3) Debt Schedule
- 4) FY10
 - A. Ford Municipal Lease/Purchase
- 5) Facilities Manager Position
- 6) Any other business to come before the Committee

Residents are welcomed and encouraged to attend our meetings


Thomas M. Guerino
Town Administrator

Date: February 17, 2009

cc: Town Clerk

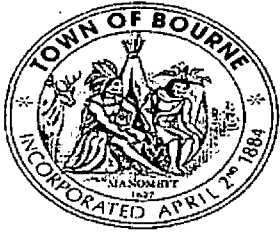
Town Administrator

Committee: Mastrangelo, Legg, O'Brien, Pickard and Stofa
Ripley, Finance Director Marzelli, Administrator Guerino

Notify: Moore,

BOURNE, MASS.
TOWN CLERK'S OFFICE

2009 FEB 17 AM 8 53



CAPITAL OUTLAY COMMITTEE



Meeting Notice

Date

Thursday
February 19, 2009

Time

6:00 PM

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

AGENDA

- 1) Approval of Minutes: 10/1/08, 2/5/09, 2/11/09
- 2) Municipal Facilities Study
- 3) Debt Schedule
- 4) FY10
 - A. Ford Municipal Lease/Purchase
- 5) Facilities Manager Position
- 6) Any other business to come before the Committee

Residents are welcomed and encouraged to attend our meetings

Thomas M. Guerino

Town Administrator

Date: February 13, 2009

TOWN CLERK'S OFFICE

2009 FEB 13 PM 12 09

cc: Town Clerk

Town Administrator

Committee: Mastrangelo, Legg, O'Brien, Pickard and Stofa
Ripley, Finance Director Marzelli, Administrator Guerino

Notify: Moore,

Capital Outlay Committee
Wednesday, February 19, 2009 - 6:00 P.M.
Bourne Town Hall
24 Perry Avenue, Buzzards Bay

Members present: Chairman Mastrangelo, Don Pickard, Ken Legg, John Stofa and John O'Brien

Others Present: Administrator Thomas Guerino, Finance Director Linda Marzelli, Elinor Ripley, Police Chief Baldwin and Representatives of Cecil Group.

Vice-Chairman Legg called the meeting to order at 6:00 P.M.

Police Chief Baldwin discussed the Ford Municipal Lease/Purchase as an option to purchasing 3 marked cruisers and 1 unmarked cruiser in FY2010.

It was suggested that Finance Director provide a cost analysis on interest rate and cost of the vehicle to see if it would be a savings to the town.

Chief Baldwin was asked to get a lease cost/quote to provide to committee members for the next meeting. The Lease/Purchase will be taken under advisement.

Municipal Facilities Study: Discussion of Paesano Place for Police Station

Land that the Committee is considering:

- Land on MacArthur Blvd between Nissan Car Dealership and Atlantic Carwash (behind the School Property)
- Paesano Place at the corner of MacArthur Blvd and Waterhouse Road
- Bournedale School

Chief Baldwin said Paesane Place is not a viable location. It has limited parking and is not going to save any money. There are too many things that would need to be done to convert from existing building into a police station. Due to the size of the building, it must go back to the Cape Cod Commission.

The Committee needs to carefully document why the location can't be used.

Chief Baldwin said that the ideal location is the School Property on MacArthur Blvd. It has quick access from this location and it's in a central location. Scenic Highway location will be blocked by traffic during the summer months and Bournedale Road will be used more frequently. This will be a disaster waiting to happen. Officers will be late getting to work due to traffic backup.

There has been discussion about placing the Emergency Operations Center in the Sagamore Fire Station. Chief Baldwin said the Upper Cape Cod Regional Technical School is already set up for an Emergency Operations Center. Its set up for Public Safety, Bourne and State Police and the communication system works well. This is adequate and don't need another one.

Remove the Fire Department Emergency Operations Center for the Sagamore Fire Station from the Bourne Facilities Plan Cost Estimates.

Chairman Mastrangelo said the plan is to present at the Annual Town Meeting and request money to start the design.

Municipal Facilities Study

The Cecil Group representatives Ken Buckland and Ryan Lawlor reviewed and discussed several handouts provided to the committee. Also discussed were the Committee's goals, objectives and what they wish to accomplish.

At the Committee's request from the last meeting, Bourne Facilities Plan Cost Estimate was handed out and discussed.

In the FY2010 budget request, there is \$41,000 to heat the Hoxie School, which will be closing at the end of the school year. School Committee turned the school over to the town. Committee needs to decide what to do with the building. Hoxie School has 4.1 acres.

Discussed the possibility of selling Hoxie School for \$1,754,400, which is the assessed building value for the building only for construction of condominiums (15 condo's with 30 parking spaces). Town will keep field for the use in the community. Committee asked that the spreadsheet be updated to include the cost of the land.

Administrator Guerino reviewed his future staffing plan with the Fire Department. Chief and Deputy Chief are non-union. Captains will replace Deputy Chiefs. There is no need for the Chiefs to be going on calls. Will need to get away from this as well as our working DPW Director but won't happen for another several years.

Pocasset Fire Substation can wait for several more years. Cecil Group will contact DNR Director Tim Mullen regarding the use of the Monument Beach Fire Station to house vehicles and boats.

Facilities Manager Position

This position doesn't necessarily need a Construction Engineer but Building Maintenance professional. It is recommended that have the person from Falmouth who holds this position and whom is recommended by Ken Buckland meet with the Capital Outlay Committee.

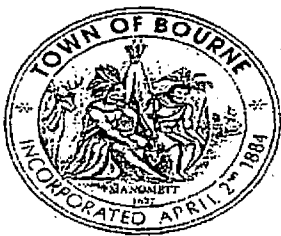
Administrator Guerino said he is very concerned with spending monies this year but is more concerned with what's going to happen in FY2011.

Chairman Mastrangelo handed out a draft spreadsheet (using the Fire Department as an example) that she had worked on coordinating all ambulances, auxiliary vehicles and engines in order to make report easier to view on the long-range plan. Asked the Committee to review and offer any suggestions.

Next Capital Outlay Committee meeting will be held on February 26, 2009 @ 7:00 P.M.

Don Pickard made a **MOTION** and **SECONDED** by Ken Legg to adjourn the meeting at 8:10 P.M.
UNANIMOUS VOTE

Respectfully submitted,
Debbie Judge
Secretary



CAPITAL OUTLAY COMMITTEE



Meeting Notice

Date

Thursday
February 26, 2009

Time

7:00 PM

Location

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

AGENDA

- 1) Approval of Minutes: 10/1/08, 2/5/09, 2/11/09
- 2) Vote FY2010 Capital Outlay recommendations
- 3) Vote on Articles for Annual Town Meeting: DPW, Police, Future Uses, etc.
- 4) Funding for Facility Director's position
- 5) Any other business to come before the Committee

Residents are welcomed and encouraged to attend our meetings

Thomas M. Guerino
Town Administrator
Date: February 23, 2009

cc: Town Clerk

Town Administrator

Committee: Mastrangelo, Legg, O'Brien, Pickard and St. John, Moore,
Ripley, Finance Director Marzelli, Administrator Guerino

BOURNE, MASS.
TOWN CLERK'S OFFICE

February 23, 2009

Capital Outlay Committee
Wednesday, February 26, 2009 - 7:00 P.M.
Bourne Town Hall
24 Perry Avenue, Buzzards Bay

Members present: Chairman Mastrangelo, Don Pickard, Ken Legg and John O'Brien

Excused: John Stofa

Others Present: Administrator Thomas Guerino, Finance Director Linda Marzelli and Finance Committee member Elinor Ripley

Chairman Mastrangelo called the meeting to order at 7:00 P.M.

Approval of Minutes

Don Pickard made a **MOTION** and **SECONDED** by Ken Legg to approve the minutes of October 1, 2008 and February 5, 2009 as presented. **UNANIMOUS VOTE**

Vote FY2010 Capital Outlay Recommendations

Administrator Guerino explained that he kept the free cash close to \$200,000 by either reducing the requested figure or didn't recommend several items.

Finance Director Linda Marzelli handed out and an Estimated Amortization Schedule for purchase vs. lease on police cruisers. Committee discussed both options and could be a potential savings of several thousand dollars by leasing. If you go with the lease arrangements, the lease needs to be set up subject to appropriation.

Police Department:

- Police Cruisers (4): Reduced from \$116,500 to \$90,000 and take \$20,000 from Free Cash and \$70,000 from General Debt
- Generator: \$75,000 from Free Cash

Fire Department:

- Ambulance: Reduced from \$160,000 to \$150,000 and take from General Debt
- Headquarters Roof: \$20,000 from Free Cash
- Lifepac (4): \$130,000 from General Debt

Department of Natural Resources:

- Fuel System Upgrade: \$146,000 from General Debt
- Pile replacement at Monument Beach Marina: \$25,000 from Other Funding
- Repower Y-56 Pump Out Boat: \$16,000 from Waterways Fund

Bourne Public Schools:

- Security System at BHS: \$150,000 from General Debt
- Technology Upgrade: \$202,000 from General Debt
- Boiler at Peebles School: \$85,000 from Free Cash
- Replace Mini-bus: Transfer of funds will be done at May 2009 Special Town Meeting

BOURNE, MASS
TOWN CLERK'S OFFICE
FEB 26 2009 7:00 PM

Department of Public Works:

- Dump Truck (M5): \$60,000 from General Debt
- Dump/Sander Truck (T9): \$127,000 from General Debt
- Dump/Sander Truck (T11): \$127,000 from General Debt
- Dump/Sander Truck (T7): Not recommended this year
- Roadside Mower: \$80,000 from General Debt
- DPW Facility: Special Town Meeting Article \$7.9million vote is subject to borrowing. If there are stimulus monies available for this project, there may have to be an April Town Meeting.

Integrated Solid Waste Management

- Mini-Loader: \$95,000 from Enterprise Debt
- Container Truck: \$72,000 from Enterprise Debt
- Excavator: \$230,000 from Enterprise Debt
- Sweeper: Not recommended this year
- Off-Road Truck: Not recommended this year
- Recycling Containers: Not recommended this year

Shore & Harbor

- Annual Dredging Project: \$85,000 from Waterways Fund

Administrator Guerino said that due to not funding several ISWM pieces of equipment, \$150,000 was but pack into the ISWM budget equipment repair line item to fix machinery and equipment.

Non-funded items will be deferred until next year.

Vote on Articles for Annual Town Meeting: DPW, Police, Future Uses, etc.

- Bourne Town Hall: Repairs to roof, Historic gutters and windows on the south and west side of the building. Cecil Group is going to provide estimated cost for the repairs. Town Hall should also be included on the Capital Outlay 5-Year Plan.
- Wastewater Study: Hydro geological Study for \$65,000 on town property near new Elementary School. Sewer Commissioners agreed to appropriate funding.

Ken Legg made a **MOTION** and **SECONDED** by Don Pickard to approve the Town Administrator's recommendation as amended for the Hydro-geological Study for \$65,000 as presented. **UNANIMOUS VOTE**

The School Committee will be meeting on March 4' 2009 to discuss the land on MacArthur Blvd for a potential location for the Police State. Engineering Technician Michael Leitzel will be attending meeting.

Articles for Town Meeting

- DPW Facility - \$7.9m
- Police Department – Set of specifications for Feasibility Study.

- Future Use of Buildings: Coady School, Hoxie School, Police Station, Fire Department Headquarters, Monument Beach Fire Station, Pocasset Fire Station (need to know what the best use of the buildings are)
- Wastewater Study - \$65,000
- Town Hall Repairs

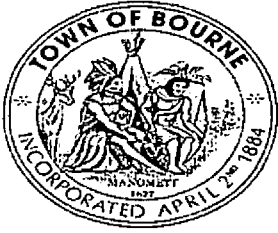
Future meetings:

1. Capital Outlay will not be meeting the 1st week of March
2. Capital Outlay will present recommendations to the Board of Selectmen on March 3rd
3. Next Capital Outlay meeting will be held on March 11th
4. Should receive final report from Cecil Group next week
5. Cecil Group to present the final report at Town Meeting.

Ken Legg made a **MOTION** and **SECONDED** by John O'Brien to adjourn the meeting at 8:20 P.M. **UNANIMOUS VOTE**

Respectfully submitted,

Debbie Judge
Secretary



CAPITAL OUTLAY COMMITTEE



Meeting Notice

Date

Thursday
March 19, 2009

Time

6:30 PM

Location

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

AGENDA

- 1) Municipal Facilities Report
 - Discussion with Department Heads
 - Committee recommendations
 - Long Term Plan
- 2) FY10 Capital Plan
 - Borrowing for generator
 - Discussion on Town Hall Repairs
- 3) Approval of Minutes
- 4) Any other business to come before the Committee

2009 MAR 16 AM 10 55
TOWN CLERK'S OFFICE,
BOURNE, MASS

Residents are welcomed and encouraged to attend our meetings

Thomas M. Guerino

Town Administrator

Date: March 16, 2009

cc: Town Clerk

Town Administrator

Committee: Mastrangelo, Legg, O'Brien, Pickard and Stofa
Ripley, Finance Director Marzelli, Administrator Guerino

Notify: Moore,

Capital Outlay Committee
Thursday, March 19, 2009 - 6:30 P.M.
Bourne Town Hall
24 Perry Avenue, Buzzards Bay

2009 JUL 28 PM 1 18
TOWN CLERK'S OFFICE
Bourne, MA

Members present: Chairman Mastrangelo, Don Pickard, Ken Legg and John O'Brien
Excused: John Stofa
Others Present: Administrator Thomas Guerino and Finance Committee member Elinor Ripley

Chairman Mastrangelo called the meeting to order at 6:30 P.M.

Discussion with Department Heads will be postponed until next Thursday, March 26, 2009 at 1:30 P.M.

FY10 Capital Plan

Police Department: Move generator amount of \$75,000 from Free Cash to General Debt

Ken Legg made a **MOTION** and **SECONDED** by Don Pickard to move the generator amount of \$75,000 from Free Cash to General Debt. **UNANIMOUS VOTE**

Discussed the replacement of Headquarters roof. If the roof replacement is not going forward, use the \$20,000 towards the renovations at the Sagamore Fire Station to convert bedrooms into office space. Justification to renovate the new Sagamore Fire Station would be a savings of \$65,000 to heat the building that houses 2 people. After further discussion, it was decided to keep the Headquarters roof in place, but take under further consideration.

The floor contract has been bid. If the floors are not going forward, bids can either be accepted or rejected. If nothing is going to be done with the building over the next several years, then the floors needs to be done due to safety issues.

Town Hall repairs: Roof and gutters need to be done at the same time. Administrator Guerino will be meeting with facility members of the Upper Cape Regional Technical High School for the possibility of students repairing the roof. Will report back to the Committee.

Capital Outlay Committee could apply for Community Preservation Committee funds to replace windows on the south & west side of the Town Hall.

Warrant articles are being worked on and will provide copy to Committee prior to going to print.

Facility Manager position will be on hold until the fall. Will set up meeting with Falmouth and possibly look into several other towns that have this same position.

Municipal Facilities Report

*Note: On page 26 of the Municipal Facilities Plan has wrong address for the Police Department. It's reported as 85 Cotuit Road but actually should be 175 Main Street

It is requested that Finance Director Linda Marzelli provide funding templates for individual future projects.

Capital Outlay Committee would like to review the DPW project report.

On Capital Improvement Budget 5 & 10 year spreadsheets, projects need to be pushed out 1 year.

The following amendments need to be made on the Municipal Facilities Plan spreadsheet:

- Move Fire Department Sub-station New Construction Design Phase cost of \$100,000 from FY2010 to 2011
- Move the Police Station New Construction Design Phase from FY2010 to FY2011
- Fire Department Headquarters relocation – Sagamore renovations Design Phase will be added to the Capital Outlay spreadsheet and the cost of \$11,000 to be taken out of Free Cash.

Administrator Guerino will have Building Inspector Roger LaPorte look at the Fire Department roof and will report to the Capital Outlay members.

Future meetings:

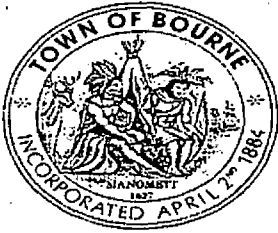
March 26, 2009 – Meeting with Department Heads

April 2, 2009 – Capital Outlay Committee meeting @ 6:30 P.M.

April 7, 2009 – Workshop with the Board of Selectmen @ 6 P.M.

Administrator Guerino will meet with DPW Superintendent regarding the DPW Facility and where we stand.

Ken Legg made a **MOTON** and **SECONDED** by Don Pickard to adjourn the meeting at 7:50 P.M. **UNANIMOUS VOTE**



CAPITAL OUTLAY COMMITTEE

Meeting Notice



Date

Thursday
March 26, 2009

Time

1:30 PM

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532
Lower Conference Room

AGENDA

- 1) Comments from Department Heads on Municipal Facilities Report
- 2) Any other business to come before the Committee

Residents are welcomed and encouraged to attend our meetings

Thomas M. Guerino

Town Administrator

Date: March 23, 2009

cc: Town Clerk

Town Administrator

Committee: Mastrangelo, Legg, O'Brien, Pickard and Stofa
Ripley, Finance Director Marzelli, Administrator Guerino

Notify: Moore,

2009 MAR 23 PM 12 40
TOWN CLERK'S OFFICE
BOURNE, MASS

Capital Outlay Committee
Thursday, March 26, 2009 - 1:30 P.M.
Bourne Town Hall
24 Perry Avenue, Buzzards Bay

TOWN CLERK'S OFFICE
2009 JUL 28 PM 1 28

Members present: Chairman Mastrangelo, Don Pickard, Ken Legg

Excused: John Stofa

Absent: John O'Brien

Others Present: Administrator Thomas Guerino and Finance Committee member Ellen Ripley

Guests: Superintendent Edmond LaFleur, Police Chief Baldwin, Library Director Patrick Marshall, Acting Fire Chief Dan Doucette and Deputy Fire Chief Cody

Chairman Mastrangelo called the meeting to order at 1:30 P.M.

Town Meeting Articles to appear in warrant:

- 1) FY2010 Capital Plan Expenditures
- 2) DPW Facility (will submit for entire project including Feasibility Study)
- 3) New Police Head Quarters (will submit for entire project including Feasibility Study)
- 4) Cost Benefits Analysis for future uses of Municipal Buildings: Hoxie School, Coady School, Monument Beach Fire Station, Pocasset Fire Station, current Police Department, Fire Department Head Quarters

- Facility Manager Position – Deferred until Fall Special Town Meeting

Chairman Masterangelo presented an overview of where the committee is with the Municipal Facilities Plan from hiring Cecil Group, viewing and reporting on the town buildings, meeting with Department Heads for their input to the report. This meeting is to comment and give input on the report.

Fire Department:

Acting Chief Doucette said it was advantageous to have the Pocasset and Monument Beach sub-stations combined.

Commented on the property off County Road: Currently there is a building on the property and the location is further out and will cause a delay in response time.

Property on County Road near the Water District is a more central location and would prefer this location.

Doesn't make sense to move the functions from Headquarters in Buzzards Bay to Station 3 in Sagamore. This is the furthest part of town and is being taken from a central location.

Keep Chief, Deputy and Administrative staff at a central location since they work together.

Chief Doucette thought it makes sense to move Headquarters to Belmont Circle and it makes sense to do 2 buildings with 1 set of specifications.

Administrator Guerno said Station 3 is a huge building and cost approximately \$70,000 to heat the building when its not being utilized.

Fire Inspector could work out of Station 3; Arson Investigator and evidence could work out of Station 3 to utilize some of the room. This will also free up space at Headquarters.

There is a need to keep 2 fire engines, 1 breaker and ambulance on the south side.

Committee asked that Acting Chief Doucette put in writing how he could better use Station 3 and input for better use on the south side.

Police Department:

Chief Baldwin said he would like to see a plan of the new police station showing location of building and parking spaces. There are no issues with location on MacArthur Blvd. School Committee has concerns with the prisoners using egress to Waterhouse Road. This road wouldn't be used that often. Only time will use this road if there is no possible way to get onto MacArthur Blvd. Area will be secured.

Agreed that this is the best available location but there are concerned issued with other members of the Police Department.

School Committee also had concerns with if the gate will be locked or unlocked and who will have keys. Chief Baldwin said he would like to have an electrical operated gate.

Both Police & Fire Chiefs to discuss the possibility of Police Officers to use Station #3 during the summer months for roll call.

Library:

On the long-range plan, renovations/additions and expansion scheduled to begin in FY2017 – FY2019 is expected to cost \$11million.

Library Director Patrick Marshall will look to see if State and Federal Grants are available for funding.

Schools:

Peebles School: Feasibility Study has been done but still needs to be voted on by the Board of Selectmen and Finance Committee.

If not going to renovate building, the following needs to be done: Fire Alarm system, sprinkler system and boiler.

Coady School: There is a lot of historic value in Coady School and still maintains its usefulness. School could be shared with other departments. Discussed advantages and disadvantages of the Library using space at the Coady School for some of their activities as well as the Recreation

Department. Also discussed using the Coady School as a central location for a School Administration building. Current building has been outgrown. Bus Coordinator is no longer in the Administration building due to space and has since moved to the Bourne Middle School.

Library has 17,800 square feet – Coady School has 23,000 square feet

List of next phases:

- 1) Present Feasibility Study Plan for the Police Department to the voters for approval
- 2) Hold Off on spending \$11,000 for renovations to the Sagamore station
- 3) Headquarters
- 4) Fire Department Renovations

Although the committee is interested in going forward with the renovations at the Sagamore station, don't want to design something that the department doesn't want.

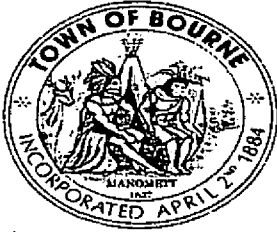
Future meetings:

April 2, 2009 @ 4PM – Meeting with Town Hall Department Heads

April 2, 2009 @ 6:30 – Capital Outlay Committee meeting

April 7, 2009 @ 6PM – Workshop with the Board of Selectmen

Ken Legg made a **MOTION** and **SECONDED** by Don Pickard to adjourn the meeting at 8:00 P.M. **UNANIMOUS VOTE**



CAPITAL OUTLAY COMMITTEE



Meeting Notice

Date

Thursday
April 2, 2009

Time

6:30 PM

Location

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

AGENDA

- 1) Discuss Municipal Facilities Plan and Recommendations
- 2) FY10 Capital Plan
- 3) DPW Facility – Report and Estimates
- 4) Any other business to come before the Committee

Residents are welcomed and encouraged to attend our meetings

Thomas M. Guerino
Town Administrator
Date: March 31, 2009

cc: Town Clerk

Town Administrator

Committee: Mastrangelo, Legg, O'Brien, Pickard and Stofa Notify: Moore,
Ripley, Finance Director Marzelli, Administrator Guerino

BOURNE, MASS.
TOWN CLERK'S OFFICE

2009 MAR 31 PM 1 13

Capital Outlay Committee
Thursday, April 2, 2009 - 6:30 P.M.
Bourne Town Hall – Upper Conference Room
24 Perry Avenue, Buzzards Bay

Members present: Chairman Mastrangelo, Don Pickard, Ken Legg and John O'Brien

Excused: John Stofa

Others Present: Administrator Thomas Guerino and Finance Committee member Elinor Ripley

2009 JUL 28 PM 1 18
TOWN CLERK'S OFFICE
COLLEGE CROSS

Chairman Mastrangelo called the meeting to order at 6:30 P.M.

The Feasibility Study for a New Department of Public Works will be put on the web page with a synopsis of the new facility. The last paragraph on page 4 "Permitting Overview" will be deleted and Option 3 will now be the preferred option. Cost analysis for \$7.9 million will be provided at the next Capital Outlay meeting. Will need to discuss if this should be inserted in the Town Meeting handbook.

Recommendations would be made to Town Meeting on the DPW facility but there may be some variations as we move forward. Suggest handing out a copy of the Municipal Facility Plan at Town Meeting to show how last year's appropriation was spent.

Discussed the need to do more work on what to do with the Pocasset and Monument Beach Fire Stations, Town Hall and Coady School. There are no plans for the Library at this time, but are waiting to hear from the Library Trustees.

Discussed the feasibility of using the Administration Building as Inspectional Services and Planning Development. Finance Department and Collectors Office to remain at Town Hall.

Capital Outlay Committee has the following items that will be in the Town Meeting Warrant:

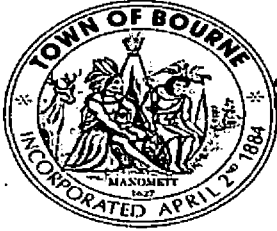
- ☐ Capital Plan - Capital Improvements and Capital Projects
- ☐ Department of Public Works Facility
- ☐ Facility Use and Reuse (not to exceed \$24,000 to be taken from free cash)
- ☐ Town Hall Roof (\$50,000 to be taken from free cash)

- Windows for the Town Hall will be deferred to the Fall

Ken Legg made a **MOTION** and **SECONDED** by Don Pickard to add \$50,000 for Town Hall Roof and to be taken from free cash. **UNANIMOUS VOTE**

Reviewed the FY2010 Capital Plan. Remove \$11,000 for the renovations to the Sagamore Fire Station since the Acting Fire Chief Doucette is not in favor of moving the Administration Office to this location. Discuss and review last weeks meeting on the best way to utilize Station 3.

Ken Legg made a **MOTION** and **SECONDED** by Don Pickard to adjourn meeting at 7:50 P.M. **UNANIMOUS VOTE**



2009 APR 3 PM 12:30
**CAPITAL OUTLAY
COMMITTEE**

TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting Notice



Date

Tuesday
April 7, 2009

Time

6:00 PM

Location

Bourne Veterans' Memorial
Community Center
239 Main Street
Buzzards Bay

AGENDA

- 1) Capital Outlay Committee will have a workshop with the Board of Selectmen to discuss Municipal Facilities Plan
- 2) Any other business to come before the Committee

Residents are welcomed and encouraged to attend our meetings

Thomas M. Guerino
Town Administrator
Date: April 3, 2009

cc: Town Clerk

Town Administrator

Committee: Mastrangelo, Legg, O'Brien, Pickard and Stofa
Ripley, Finance Director Marzelli, Administrator Guerino

Notify: Moore,

Board of Selectmen & Capital Outlay Workshop
Minutes of April 7, 2009
Bourne's Veteran's Memorial Community Center
239 Main Street, Buzzards Bay, MA 02532

*****2009 FEB 29 AM 9 43*****

Attendance

Thomas M. Guerino, Town Administrator

TOWN CLERK'S OFFICE
BOURNE, MASS

Stephen F. Mealy, Chairman
Judith W. Conron, Vice Chairman
John A. Ford, Jr., Clerk
Jamie J. Sloniecki
Mary Meli

Capital Outlay Committee

M. Mastangelo
K. Legg
D. Pickard
E. Ripley

Meeting Called to Order

Board of Selectmen called to order at 6:00 pm
Capital Outlay Committee called meeting to order

Municipal Studies

Bourne Facilities Plan Cost Estimate FY2010-FY2013, Bourne Facilities Plan Alternatives, draft Capital Outlay Program requests FY2010-2020 and Summary of Municipal Facility Projects documents reviewed.

Bourne Facilities Plan Cost Estimate FY2010-FY2013

Reviewed the recommendations from the Cecil Group including:

- New construction of Police Station
- New construction of Fire Substation, replacing Pocasset and Monument Beach stations
- Relocate Fire Headquarters to Sagamore. Fire Chief reviewing what functions can be best used as administrative space. He will report back to the Capital Outlay Committee.
- Renovation or new construction of Fire Station in Buzzards Bay.
- Town Hall exterior repairs for roof, gutters and windows. Roof will be presented at the Annual Town Meeting. Gutters and windows deferred to the fall Special Town Meeting. Planning to apply for CPC money for historic repairs.
- Renovation for Pocasset station for DNR space. This was a suggestion as Town Hall has space issues. DNR expressed concern about relocation and stated the Town Hall location is centrally located for permits and communication. Committee will conduct follow up meeting with Town Hall Dept. Heads.

Request for the study of the highest and best use of buildings will be brought to the Annual Town. The additional monies are requested to study 6 buildings that do not currently have an identified municipal use. The town could possibly find future use for the Coady and Hoxie schools. Coady could be used for recreation, library expansion, or school administration. All 6 buildings will be looked at in terms of the highest and best use by bringing in a real estate professional to assess property potential for use or sale.

The need for a Facilities Manager and Maintenance Department was discussed.

Summary of all projects of Cecil Group's recommendation is the Draft Capital Outlay Municipal Facility Requests FY2010-2020. This is the beginning of the Plan.

How to get public interest, what needs to be done and what has happened as a result of putting projects on hold discussed:

- Voter Handbook documents and reference to separate Capital Plan Handout.
- Summary Sheet.
- Longer format sheet showing Alternatives
- Draft Municipal "Facility" Plan in Voter Handbook or Handout
- Capital Section in Handbook and/or spiral bound separate handout looking 10 years ahead
- Capital Outlay narrative on website as well as hard copies at Town Hall and the Library
- Color code separate documents so easy to read (pastel colors). With modifications, all documents can be added to the Voter Handbook or Separate Handout.

The \$24,000 for Facility Use & Reuse added to the Capital Outlay Plan as a Free Cash expenditure.

Capital Outlay Vote: D. Pickard **MOVED** and **SECONDED** by K. Legg to approve amendment to the Capital Plan adding \$24,000 in Free Cash for Facility Use and Reuse study. **UNANIMOUS VOTE.**

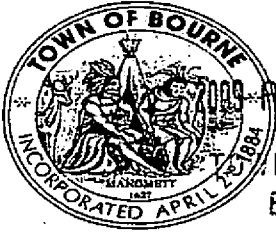
Also, the Cecil Group validated that the proposed library plan was appropriate for the size and needs of the population.

Adjournment

Selectman Sloniecki **MOVED** and **SECONDED** by Selectman Ford to adjourn. Meeting adjourned at 6:55 pm. **UNANIMOUS VOTE.**

Capital Outlay Committee moved to adjourn. Motion by K. Legg and seconded by D. Pickard. Meeting adjourned at 6:55 pm.

Respectfully submitted - Lisa Groezinger, sec.



APR 10 AM 11:02
**CAPITAL OUTLAY
COMMITTEE**

TOWN CLERK'S OFFICE
BOURNE, MASS



Meeting Notice

Date

Thursday
April 16, 2009

Time

6:30 PM

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Upper Conference Room

AGENDA

- CANCELLED 13.1*
- 1) Municipal Facilities and Long Term Capital Plan
 - 2) Report to the Annual Town Meeting
 - 3) Approval of minutes
 - 2) Any other business to come before the Committee

Residents are welcomed and encouraged to attend our meetings

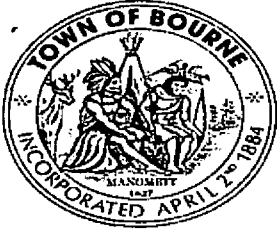
Thomas M. Guerino
Town Administrator
Date: April 10, 2009

cc: Town Clerk

Town Administrator

Committee: Mastrangelo, Legg, O'Brien, Pickard and Stofa
Ripley, Finance Director Marzelli, Administrator Guerino

Notify: Moore,



CAPITAL OUTLAY COMMITTEE



Meeting Notice

Date

Monday
May 4, 2009

Time

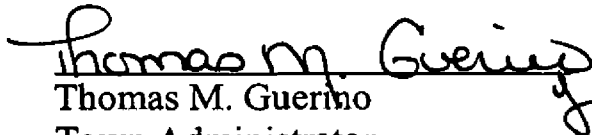
6:45 PM

Location

Bourne High School
75 Waterhouse Road
Bourne
Conference Room across from
Professional Library

AGENDA

- 1) Discuss and vote article for the final design and construction of the new Public Works Facility.
- 2) Any other business to come before the Committee


Thomas M. Guerino

Town Administrator

Date: April 29, 2009

cc: Town Clerk

Town Administrator

Committee: Mastrangelo, Legg, O'Brien, Pickard and Stofa; Notify: Moore,
Ripley, Finance Director Marzelli, Administrator Guerino

2009 APR 30 PM 10 25

Capital Outlay Committee
Monday, May 4, 2009 - 6:40 P.M.
Bourne High School Conference Room
75 Waterhouse Road, Bourne

Members present: Chairman Mastrangelo, Don Pickard and John O'Brien

Excused: John Stofa and Ken Legg

Others Present: Finance Committee

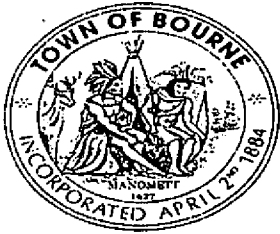
Chairman Mastrangelo called the meeting to order at 6:45 P.M.

The new Department of Public Works Facility was going to be paid for out of ISWM Retained Earnings. Finance Director Linda Marzelli recommends postponing from going forward with the Department of Public Works Facility project at this time until there is a better way to fund the project.

Don Pickard made a **MOTION** and **SECONDED** by John O'Brien to postpone with Department of Public Works Facility until there is a better way to fund the project.

Don Pickard made a **MOTION** and **SECONDED** by John O'Brien to adjourn meeting at 6:47 P.M. **UNANIMOUS VOTE**

TOWN CLERK'S OFFICE
2009 JUL 28 PM 1 18



CAPITAL OUTLAY COMMITTEE



Meeting Notice

Date

Monday
July 27, 2009

Time

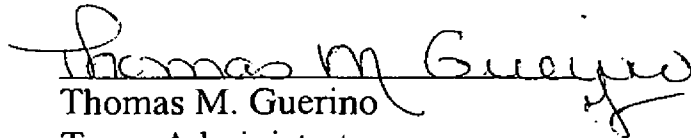
3:00 PM

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Upper Conference Room

AGENDA

- 1) Committee Reorganization
- 2) Discussion on Capital to do list – Committee Member Task Assignments
- 3) FY10 Meeting Schedule
- 4) Minutes of previous meetings (March 19, March 26, April 2, April 7, May 4)
- 5) Public Comment
- 6) Such other business that may legally come before the Committee
 - a. Discussion of Expenditure from existing article for repairs at Barlow's Landing in excess of \$10,000


Thomas M. Guerino

Town Administrator

Date: July 21, 2009

TOWN CLERK'S OFFICE

cc: Town Clerk

Town Administrator

Committee: Mastrangelo, Legg, O'Brien, Stofa and Redmond. Notify: Moore, Ripley, Finance Director Marzelli, Administrator Guerino

2009 JUL 21 PM 12 42

Capital Outlay Committee
Monday, July 27, 2009 - 3:00 P.M.
Bourne Town Hall
Upper Conference Room

Members present: Chairman Mastrangelo, Ken Legg, John Stofa, John Redman and John O'Brien

Others Present: Administrator Thomas Guerino, Finance Committee member Elinor Ripley

Committee Reorganization:

John O'Brien made a **MOTION** and **SECONDED** by John Stofa to nominate Mary Jane Mastrangelo as Chairman of the Capital Outlay Committee. **VOTED 4-0** Mastrangelo abstained

John Stofa made a **MOTION** and **SECONDED** by John Redman to nominate Ken Legg as Vice-Chairman of the Capital Outlay Committee. **UNANIMOUS VOTE**

Ken Legg made a **MOTION** and **SECONDED** by John O'Brien to nominate John Stofa as secretary of the Capital Outlay Committee. **UNANIMOUS VOTE**

Capital Outlay FY2011 To Do List:

Assignment of different tasks to Committee members as follows:

1. Town Hall and Library – CPA Funding – Work with Historic Commission on eligibility/parameters
 - Redman/Mastrangelo
2. Police site evaluation
 - O'Brien/Redman
3. Best Use evaluation/study
 - Mastrangelo, Guerino
4. Long term Plan (wait until fall)
5. Investigation of possible Fire/Police Station Construction Grants
 - Stofa
6. Facilities Manager Job Description and Cost/Benefit Analysis
 - Legg, Guerino

Administrator Guerino discussed a letter that was sent to the Board of Selectmen for a donation of land that has access to Barlow's Landing Beach. Open Space Committee will be looking into. Current value of the property is \$394,000.

Discussion of Expenditure from existing article for repairs at Barlow's Landing in excess of \$10,000

Engineering Technician Michael Leitzel explained that the Barlow's Landing wharf has deteriorated to the point where the Shore & Harbor Committee and DNR have concerns

with the safety of the wharf. Mr. Leitzel explained that the wharf repairs would need to be completed in 2 phases and further explained each phase.

Since Town Meeting appropriates annually dredging projects, which also includes repair and replacement, monies would be available to do repairs.

Ken Legg made a **MOTION** and **SECONDED** by John Stofa to authorize \$45,000 to do the Barlow's Landing beach repairs. **UNANIMOUS VOTE**

FY10 Meeting Schedule:

Next meeting will be held September 9th at 3:00 P.M. Future meetings will be held the 1st Wednesday of the month.

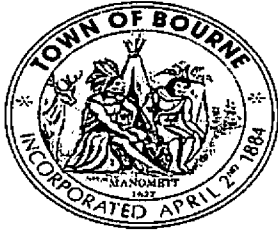
Approval of Minutes

John O'Brien made a **MOTION** and **SECONDED** by Ken Legg to approve the minutes of March 19, 2009, March 26, 2009, April 2, 2009, April 7, 2009 and May 4, 2009 as submitted. **VOTED 3-0** John Redman and John Stofa abstained.

Administrator Guerino told the committee that the Acting Fire Chief is trying to get rid of the 40 year old ladder truck.

Administrator Guerino gave the committee an update of the landfill and said that the electrical work will be going forward.

John O'Brien made a **MOTION** and **SECONDED** by Ken Legg to adjourn the meeting at 3:45. **UNANIMOUS VOTE**



2009 SEP 2 PM 4 14
CAPITAL OUTLAY
COMMITTEE



Meeting Notice

Date

Wednesday
September 9, 2009

Time

3:00 PM

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Upper Conference Room

AGENDA

- 1) Approval of Minutes: July 27, 2009
- 2) Task Updates
 - a. CPA Funding (Redman/Mastrangelo)
 - b. Police Site Evaluation (O'Brien/Redman)
 - c. Best Use Evaluation (Mastrangelo)
 - d. Grants (Stofa)
 - e. Facilities Manager Position (Legg)
- 3) Discuss Town Hall Windows & Gutters
- 4) Such other business that may legally come before the Committee

Thomas M. Guerino

Town Administrator

Date: September 2, 2009

cc: Town Clerk

Town Administrator

Committee: Mastrangelo, Legg, O'Brien, Stofa and Redmond. Notify: Moore, Ripley, Finance Director Marzelli, Administrator Guerino

2009 OCT 14 6:06 10
Capital Outlay Committee
Wednesday, September 9, 2009 - 3:00 P.M.
Bourne Town Hall
TOWN CLERK'S OFFICE
24 Perry Avenue, Buzzards Bay
BOURNE, MASS. 02532

Members present: Chairman Mastrangelo, John O'Brien, John Stofa, Ken Legg, John Redman

Excused: N/A

Others Present: Elinor Ripley

Chairman Mastrangelo called the meeting to order at 3:04 P.M.

Ken Legg made a **MOTION** and **SECONDED** by John Redman to approve the minutes of July 27. **UNANIMOUS VOTE** to approve.

The members of the Capital Outlay Committee reported on their individual tasks:

- CPA Funding - John Redman
- Police Site Evaluation - John O'Brien & John Redman
- Best Use Evaluation - Chairman Mastrangelo
- Police & Fire Grants - John Stofa
- Facilities Manager Position - Ken Legg

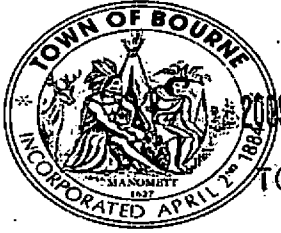
Chairman Mastrangelo reported on an open item concerning the Town Hall windows and gutters. This project was not funded.

John O'Brien made a **MOTION** and **SECONDED** by Ken Legg to adjourn meeting at 4:40 P.M. **UNANIMOUS VOTE** to adjourn.

Next meeting will be October 7th at 3pm, location TBD.

Respectfully submitted,

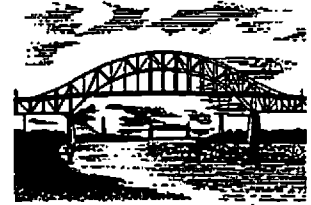
John Stofa
Clerk



2009 OCT 1 PM 4:13
**CAPITAL OUTLAY
COMMITTEE**

TOWN CLERK'S OFFICE
BOURNE, MASS.

Meeting Notice



Date

Thursday
October 8, 2009

Time

4:00 PM

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Lower Conference Room

AGENDA

- 1) Approval of Minutes: September 9, 2009
- 2) STM Articles 5 & 7
 - ISWM – Rescind authorization to borrow
 - CPA Funding for Archives Building
- 3) Updates from Task Working Group
- 4) Review of CPA Application for Town Hall Gutters and Windows
- 5) Such other business that may legally come before the Committee

Thomas M. Guerino
Town Administrator

Date: October 1, 2009

cc: Town Clerk

Town Administrator

Committee: Mastrangelo, Legg, O'Brien, Stofa and Redman. Notify: Moore,
Ripley, Finance Director Marzelli, Administrator Guerino

Capital Outlay Committee
Thursday, October 8, 2009 - 4:00 P.M.
Bourne Town Hall
24 Perry Avenue, Buzzards Bay

Members present: Chairman Mastrangelo, John O'Brien, Ken Legg, John Redman

Excused: John Stofa

Others Present: Town Administrator Thomas Guerino, Finance Committee member Elinor Ripley and Town Planner Coreen Moore

Chairman Mastrangelo called the meeting to order at 4:00 P.M.

Approval of Minutes

John Redman made a **MOTION** and **SECONDED** by Ken Legg to approve the minutes of September 9, 2009. **UNANIMOUS VOTE**

Updates from Task Working Group
Facilities Manager Position

Mr. Legg reported that he met with the Facilities Manager from Falmouth who is responsible for 14 out of 26 buildings. Discussed some of the responsibilities of this position and how computer skills are an important asset to have. Grants are available for building upgrades re: lights, energy efficient windows etc. Falmouth has a separate Procurement Officer position that oversees the ordering of supplies, which is done in bulk and saves money.

Another meeting will be scheduled at a later date.

To determine the best use of buildings, need to identify the buildings, size of buildings, personnel and hours of operation to retrieve custodian information. This information may be gathered from either the Cecil Report or Town Report. Mr. Legg to meet with the School Facility Sub-Committee to receive additional information.

Police Site Evaluation

Dr. O'Brien and John Redman reported on the Police Site Evaluation. Visited the Dennis Police Station with Chief Baldwin, which opened in 2007 and the Yarmouth Police Station. It is strongly suggested to hire an architect who knows and has built a Police Station.

Need to determine if site plan for the Police Station would fit onto the site on MacArthur Blvd. The RFP for Site Evaluation will hopefully be out next month.

Mr. Redman met with Fire Chief Doucette and visited all fire stations and looked at the land by the Water District on County Road for a potential site location for a fire substation. Town Planner Coreen Moore will research to see if property is conservation land or easement on County Road.

Dr. O'Brien and Mr. Redman will also be visiting the Harwich Police Station that recently opened.

Town Administrator reminded the Committee not to lose sight of the DPW facility.

There will be a meeting on Wednesday, October 21, 2009 @ 2:00 P.M. in the Town Administrator's Office to discuss the RFP for the Police Site Evaluation.

Special Town Meeting Articles

Sewer Budget: Reduce the Sewer Capital Outlay Expense line item by \$20,000. By reducing this line item for capital equipment, will result in no increase in sewer rates this year.

ISWM: When purchasing the Komatsu Dozer, value of the trade-in price was larger than anticipated which resulted spending less than what was appropriated.

John Redman made a **MOTION** and **SECONDED** by John O'Brien to approve the change in the Capital Outlay Plan in Article 10 of the 2008 Annual Town Meeting. **UNANIMOUS VOTE**

CPA Funding for Archives Building:

Bids have been received for necessary exterior improvements to the Archives Building. To complete the job based on the low bid would cost approximately \$30,000. Notice of award could be issued minus the addendum. Allow 6% for change order for cupola, downspouts and ramp.

Ken Legg made a **MOTION** and **SECONDED** by John Redman to support the approval of \$30,000 for exterior improvements to the Archives Building. **UNANIMOUS VOTE**

Review of CPA Application for Town Hall Gutters and Windows

CPA wants specific details on how the money is being spent. There are 13 windows to be replaced on the side south side of Town Hall (Finance Department side). There is 1 window that doesn't need replacing, but to match all of the other windows, it will be replaced. Estimate from 2 companies with an average of \$2,500 per window (installed).

Administrator Guerino said the less expensive is the vinyl windows but would recommend the wood to match the rest of the interior wood. Cost is approximately 10% over the cost of vinyl.

CPA application needs to be completed for the down spouts, which should be less than \$40,000. Once application is completed, need to have the Board of Selectmen endorse.

Also discussed several roof ideas from Kurt Raber of Brown Lindquist Fenuccio & Raber

- Castle towers at each end of building
- Shed roof type high enough to be used for storage
- Rubber membrane system – Recommend heaviest material so nothing would need to be changed. Haven't received a price on this yet.

Next Capital Outlay Meeting will be scheduled for November 4, 2009 @ 3:00 P.M.

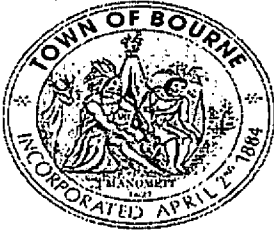
John Redman made a **MOTION** and **SECONDED** by Ken Legg to adjourn the meeting at 5:35 P.M.

Respectfully submitted by

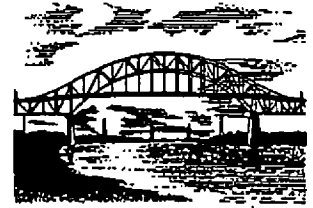
Debbie Judge
Secretary

2009 OCT 28 PM 12 07

TOWN CLERK'S OFFICE
BOURNE, MASS



CAPITAL OUTLAY COMMITTEE



Meeting Notice

Date

Wednesday
November 4, 2009

Time

3:00 AM

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Lower Conference Room

AGENDA

1) Approval of Minutes

2) Task Updates:

- CPA Funding (Redman/Mastrangelo)
- Police Site Evaluation (O'Brien/Redman)
- Best Use Evaluation (Mastrangelo)
- Grants (Stofa)
- Facilities Manager Position (Legg)

3) FY11 Capital Outlay Schedule

4) Such other business that may legally come before the Committee

Thomas M. Guerino

Town Administrator

Date: October 28, 2009

cc: Town Clerk

Town Administrator

Committee: Mastrangelo, Legg, O'Brien, Stofa and Redman. Notify: Moore,
Ripley, Finance Director Marzelli, Administrator Guerino

Capital Outlay Committee
Wednesday, November 4, 2009 - 3:00 P.M.
Bourne Town Hall
24 Perry Avenue, Buzzards Bay

Members present: Chairman Mastrangelo, John O'Brien, John Stofa, Ken Legg, John Redman

Excused: N/A

Others Present: Elinor Ripley

Chairman Mastrangelo called the meeting to order at 3:00 P.M.

Ken Legg made a **MOTION** and **SECONDED** by John Redman to approve the minutes of October 8th. **UNANIMOUS VOTE to approve.**

The members of the Capital Outlay Committee reported on their individual tasks:

Police & Fire Grants – John Stofa
Police Site Evaluation – John O'Brien & John Redman
CPA Funding - John Redman
Best Use Evaluation – Chairman Mastrangelo
Facilities Manager Position – Ken Legg

Coreen Moore prepared and handed out a spreadsheet listing out all of the "town owned" property by lot number, size, address and assessed value for the committee members to review.

Coreen Moore presented a concept rendering of a new police facility that could be built on the Mac Arthur Blvd site for the committee members to review.

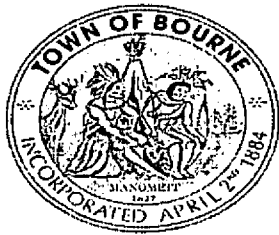
Tom Guerino discussed the fact that the DPW facility is in bad shape and a new facility must be built. Tom reported that ISWM will not be able to fund the project.

Tom Guerino also asked to go on the record that he made a comment at the October 7th meeting that was meant to be taken in jest. The comment was not taken in jest and the person that the comment was directed at was offended. Tom apologized for the comment and explained that he meant no offense by it.

John Stofa made a **MOTION** and **SECONDED** by Ken Legg to adjourn the meeting at 4:03 P.M. **UNANIMOUS VOTE to adjourn.**

Next meeting will be December 2nd at 3pm, location TBA.

2009 DEC 9 PM 1 06
TOWN CLERK'S OFFICE
BOURNE, MASS



CAPITAL OUTLAY COMMITTEE



Meeting Notice

Date

Thursday
December 3, 2009

Time

3:00 PM

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Upper Conference Room

AGENDA

- 1) Approval of Minutes:
- 2) Task Updates:
 - CPA Funding (Redman/Mastrangelo)
 - Police Site Evaluation (O'Brien/Redman)
 - Best Use Evaluation (Mastrangelo)
 - Grants (Stofa)
 - Facilities Manager Position (Legg)
- 3) FY11 Capital Outlay Schedule
- 4) Such other business that may legally come before the Committee


Thomas M. Guerino

Town Administrator

Date: November 24, 2009

cc: Town Clerk

Town Administrator

Committee: Mastrangelo, Legg, O'Brien, Stofa and Redman. Notify: Moore,
Ripley, Finance Director Marzelli, Administrator Guerino

Capital Outlay Committee
Thursday, December 3, 2009 - 3:00 P.M.
Bourne Town Hall

2010 JAN 7 PM 12 11 Perry Avenue, Buzzards Bay

Members present: Chairman Mastrangelo, John O'Brien, John Stofa, Ken Legg and John Redman
BOURNE, MASS

Others Present: Town Administrator Guerino, Finance Committee member Elinor Ripley, Town Planner Coreen Moore and Bourne Courier reporter Paul Gately

Chairman Mastrangelo called the meeting to order at 3:00 P.M.

John Redman made a **MOTION** and **SECONDED** by Ken Legg to approve the minutes of November 4, 2009 as submitted. **UNANIMOUS VOTE**

Task Updates:

- **CPA Funding (Redman/Mastrangelo):**
Will request all funding for windows and gutters at Town Hall totaling \$100,000 (\$45,000 estimated for windows; \$40,000 for gutters with \$15,000 contingency). Chairman Mastrangelo will put wording together and e-mail to members to review at the next meeting.

- **Police Site Evaluation (O'Brien/Redman):**
Town Planner Coreen Moore reported that Horsley & Witten Group and BSC Group submitted proposals for the Police Site Evaluation. Norwood Engineering didn't submit proposal.

Proposals came in as follows:

Horsley & Witten Group:	\$16,900
BSC Group:	\$ 9,800

Scope of work at the site assessment is to look at the following: Topography issues, potential drainage design, potential septic design, site analysis, traffic pattern, amplification issues, Mass Highway curb cut and orientation of building (energy vs. solar).

John O'Brien made a **MOTION** and **SECONDED** by John Redman to accept the proposal submitted by BSC Group to do the Police Site Evaluation work. **UNANIMOUS VOTE**

Chairman Mastrangelo asked Town Planner Coreen Moore for a final scope of work.

Committee thanked Coreen for all her hard work.

- **Best Use Evaluation (Mastrangelo):**
Coreen Moore presented and explained to the Committee the "*Town Property slated for Highest and Best Use Study*" spreadsheet.

Coreen has created individual folders for each of the properties: Buzzards Bay Fire Station; Ella F. Hoxie Grammer School; Kempton J. Coady Jr. High School; Monument Beach Fire Station; Pocasset Fire Station; Police Station and School Administration Building.

Kempton J. Coady Jr. High School is on the Historic inventory list and has been nominated for the Historic Register.

There will be a meeting next week with Administrator Guerino, Chairman Mastrangelo and Coreen Moore to further discuss the Highest and Best Use.

➤ **Grants (Stofa):**

John reported and discussed his research on grants. Most grants haven't changed but the most opportune grant would be the Telecommunication grants. Since the communications involve the Fire Department and Police Department, Administrator Guerino and John Stofa will be meeting with both Fire and Police Chief's. We also need to see what is happening with the Sheriff's Department going over to the state and how this will affect the town. Current savings is \$83,000 per year.

You can apply for a grant in conjunction with construction the new Police Station.

Should look into moving forward with the FY 2010 Homeland Security Grant Program (HSGP) that will become available in the beginning of December and are due in January 2010.

➤ **Facilities Manager Position (Legg):**

Will be meeting with Peter Meier, Chairman of the Efficiency/Operations Committee who has been working on Fields and Custodian issues with the School Department.

Need to justify this position prior to bringing it to Town Meeting.

Town Administrator Guerino reported that the Fire Chief went to the Town of Hamilton to view an ambulance with 48,000 ± miles and took pictures of the box. Discussion continued on whether you have to purchase a new ambulance or can you purchase a new/used ambulance.

The next Capital Outlay meetings will be held on January 6, 2010, January 13, 2010, January 20, 2010 and January 27, 2010.

John O'Brien made a **MOTION** and **SECONDED** by Ken Legg to adjourn the meeting at 4:00 P.M. **UNANIMOUS VOTE.**

**COMMUNITY PRESERVATION COMMITTEE
PUBLIC MEETING NOTICE**

**Date: Tuesday, January 13, 2009
Place: Peebles Elementary School
Time: 4:00 pm**

**2009 JAN 9 PM 12 32
TOWN CLERK'S OFFICE
BOURNE, MASS**

Agenda Items

1. Minutes of previous meeting(s)
2. Presentation by Stuart Saignoir of the CPA Coalition on the Coalition's activities; proposed legislative changes to the CPA Act; coalition membership
3. Review of the Fiscal Year 2010 CPC Funds
4. Review of the Fiscal Year 2010 CPA Application and distribution of same
5. Next meeting date
6. Other business before the committee

Barry Johnson
Chairman, CPC

To: Barry Johnson, Chairman
From: Don Morrissey
Re: CPC Minutes (1-13-09)-Draft

Attendance – Barry Johnson; Dan Doucette; Jerry Ellis; Jack MacDonald; Charlotte Stiefel; Dick Anderson; Don Morrissey; Peter Holmes

Meeting called to order by the Chairman at 4:05 P.M.

Item #1 – Minutes from the previous meeting were reviewed. There was one correction concerning Dan Doucette who had an excused absence. The motion to accept with the change was made by Dick Anderson and seconded by Jerry Ellis. The vote was unanimous with Dan Doucette abstaining due to his absence.

Item # 2 – The presentation by Stuart Saignoir was placed on temporary hold due to problems with his equipment.

Item #3 – An informative discussion involving the Fiscal Year 2010 CPC Funds was led by the Chairman. An updated fiscal sheet was passed out with explanations provided by the Chairman. It was noted by Don Morrissey that the final payment for the Recreation/School Project involving the five fields has been completed. Jerry Ellis delivered a thank you to the Committee from the Historical Society for their support of their projects.

Item #4 – The request for applications for new projects has been advertised in the local papers. All requests are due by January 26.

Item #2 – Stuart Saignoir's computer is ready and as such the Committee returned to his presentation. His presentation was quite informative with the goal to entice Bourne to become a member of the Community Preservation Coalition. Many questions were asked by the membership and Stuart answered them in a professional and informative manner. He referred the Committee to look into the Senator Creem Bill filed on 1-13-09 at the legislature aimed at amending and sustaining the projects covered under the Preservation Act.

Item #5 – The next meeting was set for Monday, February 2, 2009 at 6:00 P.M. in the Conference Room at the Peebles School.

Motion to adjourn made by Don Morrissey and second by Dan Doucette was passed at 6:00 P.M.

2009 FEB 4 AM 9:27
TOWN CLERK'S OFFICE
BOURNE, MASS.

**COMMUNITY PRESERVATION COMMITTEE
PUBLIC MEETING NOTICE**

**Date: Monday, February 2, 2009
Place: Peebles Elementary School
Time: 6:00 pm**

Agenda Items

1. Minutes of previous meeting(s)
2. Barbara Thurston, Executive Director, Bourne Housing Authority – update on the Cape View Housing Project
3. Sue Ross, Chair of the Bourne Housing Partnership – update on the Bourne Housing Opportunity Purchase Program
4. Review of the Fiscal Year 2010 CPC Funds
5. Review of the Fiscal Year 2010 CPA Application and distribution of same
6. Next meeting date
7. Other business before the committee

Barry Johnson
Chairman, CPC

TOWN CLERK'S OFFICE
BOURNE, MASS

2009 JAN 28 AM 11 05

**COMMUNITY PRESERVATION COMMITTEE
PUBLIC MEETING NOTICE**

**Date: Monday, March 2, 2009
Place: Peebles Elementary School
Time: 6:00 pm**

2009 FEB 26 AM 10 28
TOWN CLERK'S OFFICE
BOURNE, MASS.

Agenda Items

1. Minutes of previous meeting(s)
2. Town Clerk – A.) placing documents in electronic format (laserfiche); B.) bind and re-bind permanent Town Records; install additional shelving in Clerk's vaults and purchase artifactual storage containers
3. Swift Memorial United Methodist Church – Restoration of Historic Slate roof
4. Pocasset Village Association – Pocasset Community Center Roof replacement
5. Mass. Coastal Railroad – Rehabilitation of Buzzards Bay Interlocking Tower
6. Three Mile Overlook Project
7. Set date, time & place for CPA Public Hearing on the CPC recommendations.
8. Other business before the committee
9. Set next CPC meeting date.

Barry Johnson
Chairman, CPC

**COMMUNITY PRESERVATION COMMITTEE
PUBLIC MEETING NOTICE**

Date: Monday, March 9, 2009
Place: Peebles Elementary School
Time: 6:00 pm

Agenda Items

1. Minutes of previous meeting(s)
2. Town Clerk – A.) placing documents in electronic format (laserfiche); B.) bind and re-bind permanent Town Records; install additional shelving in Clerk's vaults and purchase artifactual storage containers
3. Swift Memorial United Methodist Church – Restoration of Historic Slate roof
4. Pocasset Village Association – Pocasset Community Center Roof replacement
5. Mass. Coastal Railroad – Rehabilitation of Buzzards Bay Interlocking Tower
6. Three Mile Overlook Project
7. Set date, time & place for CPA Public Hearing on the CPC recommendations
8. Other business before the committee
9. Set next CPC meeting date.

Barry Johnson
Chairman, CPC

2009 MAR 5 AM 10 04
TOWN CLERK'S OFFICE
BOURNE, MASS.

**Community Preservation Committee
Minutes of March 9, 2009
Peebles Elementary School
Bourne, MA 02532**

TOWN CLERK'S OFFICE
Bourne, MA 02532
2009 MAY 12 PM 1 46

Attendance

Barry Johnson, Dick Anderson, Dan Doucette, Don Ellis, Peter Holmes (excused), Jan MacDonal, Don Morrissey and Char Steifel

Member(s) of the Press: Diana Barth, Bourne Enterprise and Paul Gately, Bourne Courier

Meeting Called to Order - 6:00 pm

Minutes of previous meeting(s)

P. Meier **MOVED** and **SECONDED** by D. Anderson to approve minutes of February 2, 2009. **VOTE 5-0-1** with one abstention from D. Doucette. [D. Ellis and C. Steifel were not present at the time of vote].

CPC applicants – Chm. Johnson reviewed process and guidelines the committee follows. All recommendations will be in one article at the Annual Town Meeting.

Historic Applicants:

Town Clerk

- a. Clerk - \$15,000 – binding and rebinding of Town Records and storage containers
- b. Clerk - \$35,000 – move into electronic archives to cut down in storage (minutes, agendas, vital records)
- c. Clerk - \$30,000 – committee expense for appraisals, town counsel opinion, administrative, etc.
- d. Clerk – Article to discharge the current Archives Committee and let appointments for the charge go to the Selectmen.

Swift Memorial United Methodist Church

- a. Restoration of Historic Slate roof – \$125,000 [Historic].

Historic Commission voted unanimously to support said project. Total restoration is \$150,000. Atty. Bob Troy is reviewing request per Community Preservation Coalition.

Pocasset Village Association

- a. Pocasset Community Center Roof replacement - \$6,100 [Historic].

Historic Commission voted unanimously to support said project. Amount would be a reimbursement to the Center and may be adjusted down.

Mass. Coastal Railroad

a. Rehabilitation of Buzzards Bay Interlocking Tower – \$87,753 [Historic]

Historic Commission voted to unanimously approve. There are three floors total and looking to open the first floor to the public free of charge for the purpose of a community display and use center – part of the redevelopment of the Buzzards Bay area. Funding would be for HP accessibility, static station, interactive stations, video station, replace windows, new electrical and gas system, repair 2nd fl. floor, repair cracked exterior stucco and repaint exterior of building].

Building is State owned and privately leased. The State and leasing company do not maintain the building. This is the only building of this nature on Cape Cod.

Open Space Applicant(s):

Three-Mile Overlook Project - Roland DuPont/Tom Moccia

\$28,000 for the construction of concrete wall - last phase of proposed Perry Avenue Extension.

Community Housing Applicant(s): – Sue Ross

Housing Specialist – \$47,680 for yearly salary

Subsidize housing and building houses – \$140,000 [the difference between \$175,000 (affordable) and for what a house can be purchased].

Set date, time & place for CPA Public Hearing on the CPC recommendations/next meeting

April 6, 2009 at 7:00 pm at the Bourne Middle School library.

Other business before the committee

B. Johnson indicated personally that the CPC should meet with the Capital Outlay Committee regarding town buildings.

Adjourn

D. Morrissey **MOVED** and **SECONDED** by P. Holmes to adjourn. Meeting adjourned at 7:30 pm. **UNANIMOUS VOTE.**

Respectfully submitted,

Lisa Groezinger, sec.

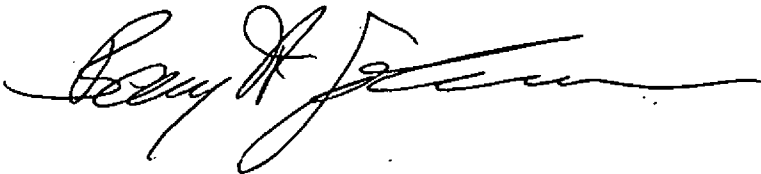
MEETING NOTICE
COMMUNITY PRESERVATION COMMITTEE
NOTICE OF PUBLIC HEARING

DATE: Monday, April 6, 2009
PLACE: Bourne Middle School – Library
Time: 7:00pm

PURPOSE: pursuant to the provisions of MGL Chapter 44B- the Community Preservation Act – the Community Preservation Committee will be conducting a Public Hearing to review and receive comments on the Applications that have been filed for funding from the fiscal year 2010 Community Preservation Fund in the categories of Community Housing; Open Space- Passive Recreation and the Preservation and Restoration of Historic Resources.

At the end of each presentation, the CPC may vote it's recommendation on each project that is to be presented at the May 4, 2009 Annual Town Meeting.

Barry H. Johnson, Chairman



2009 APR 2 AM 11 18
TOWN CLERK'S OFFICE
BOURNE, MASS.

Amended Meeting Notice

MEETING NOTICE

COMMUNITY PRESERVATION COMMITTEE

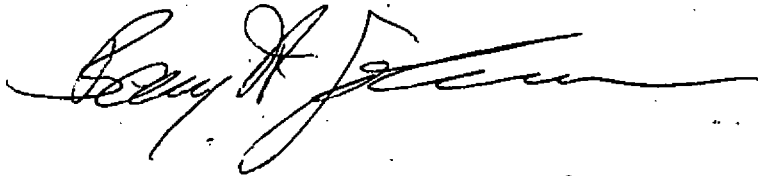
NOTICE OF PUBLIC HEARING

DATE: Monday, April 6, 2009
PLACE: Bourne Middle School – Library
Time: 7:00pm

PURPOSE: pursuant to the provisions of MGL Chapter 44B- the Community Preservation Act – the Community Preservation Committee will be conducting a Public Hearing to review and receive comments on the Applications that have been filed for funding from the fiscal year 2010 Community Preservation Fund in the categories of Community Housing; Open Space- Passive Recreation and the Preservation and Restoration of Historic Resources.

At the end of each presentation, the CPC may vote it's recommendation on each project that is to be presented at the May 4, 2009 Annual Town Meeting.

Barry H. Johnson, Chairman



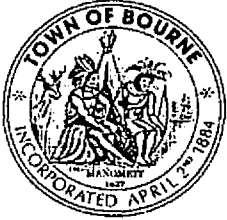
2) Review request(s) of the Open Space
for approval Engineering Contracts for the
Bundy Road and Henshaw Properties

3) Other business before the Committee

BHJ - 4/2/09

2009 APR 2 PM 2 29
TOWN CLERK'S OFFICE
BOURNE, MASS

2009 APR 2 PM 11 18
TOWN CLERK'S OFFICE
BOURNE, MASS



COMMUNITY PRESERVATION COMMITTEE
24 Perry Avenue
Buzzards Bay, MA 02532



MEETING MINUTES

DATE	TIME	LOCATION
<u>Monday, April 6</u>	7:00 p.m.	Bourne Middle School School

Barry Johnson, CPC chairman, called the CPC Public Hearing to order at 7:00 P.M. Members in attendance were Jack MacDonald, Charlotte Stiefel, Dick Anderson, Don Ellis, Peter Meier and Don Morrissey.

The Chairman gave a brief explanation to the audience of the CPC procedures and introduced the members of the Committee as well.

The first presentation was made by Peter Meier concerning the Housing Specialist. This is a continuation of the present position and involves salary and supplies. The total cost is \$47,680.00. A motion to accept was made by Peter Meier and seconded by Don Morrissey. The vote was unanimous.

The second presentation concerning Community Housing was introduced by Barbara Thurston. Questions ensued from the Committee and the audience. The total cost is \$140,000.00. A motion was made by Peter Meier and seconded by Don Morrissey. The vote was unanimous.

The third presentation was made by Tom Moccia concerning the Pathway to the Canal. The additional cost for the extension of the project is \$28,000.00. Tom shared his visuals with the audience and answered all questions. A motion was made by Jerry Ellis and seconded by Dick Anderson. The vote was unanimous.

The fourth presentation was made by Mr. Schfofield concerning the Pocasset Community Building. Jerry Ellis reported that the Historical Committee voted favorably for the project. There was some discussion as this proposal was submitted after the fact. However, as explained by Mr. Schofield, the work had to be completed to avoid further damage to the facility. Mr. Morrissey raised the issue that the Committee would have to revisit their bylaws to allow for actions of this type. Dick Anderson raised some questions concerning the charges. Jerry Ellis reported that the Historical Committee voted favorably for the project. The total cost is \$6100.00. A motion was made by Peter Meier and seconded by Don Morrissey. The motion passed on a vote of 6 to 1.

The fifth presentation was made by John Pierson concerning the Restoration of the Buzzards Bay Railroad Tower. A visual presentation of the facility was available for all to see. Jerry Ellis reported that the Historical Commission reported favorably for the project. Dick Anderson asked that if the application was not approved what would happen to the use of the Tower. Mr. Pierson reported that the dispatchers would operate from somewhere else. Marie Oliva, President of the Chamber, spoke in favor of the project as well. A motion was made by Jerry Ellis and seconded by Peter Meier with the caveat that it would involve a Grant Agreement with the railroad. The total cost is \$87,753.00. The vote was unanimous.

209
OFFICE
1 46

The sixth presentation was made by Pastor Wood concerning the Swift Memorial Roof. There were concerns about the separation of church and state that were adequately addressed by Jerry Ellis and Don Jacobs from the Historical Commission. The motion was made by Don Morrissey and seconded by Jerry Ellis with the caveat that an agreement between the town and the church would be in place. The total cost is \$125,000.00. The motion passed on a vote of 6 to 1.

The seventh presentation was made by Barry Johnson concerning the Town Records. A motion was made by Dick Anderson and seconded by Peter Meier. The total cost is \$15,000.00. The vote was unanimous.

The eighth presentation was made by Barry Johnson concerning the Electronic Laserfiche of Town Records. A motion was made by Peter Meier and seconded by Jerry Ellis. The total cost is \$35,000.00. The vote was unanimous.

The ninth presentation was to amend the Open Space parking slots from 6 to 8 slots at Sandy Pond. Motion was made by Peter Meier and seconded by Jerry Ellis. The total cost is \$1200.00. The vote was unanimous.

The tenth presentation involved creating a small parking area on the Henshaw Property. The motion was made by Peter Meier and seconded by Jerry Ellis. The total cost is \$1500.00. The vote was unanimous.

The next meeting is scheduled for the Selectmen's Meeting on Tuesday, April 14.

Submitted by Don Morrissey

MEETING NOTICE

Community Preservation Committee

DATE: April 14, 2009
Place: Community Building
Time: 7pm.

2009 APR 9 AM 11 20
TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA

1. To meet with the Board of Selectmen for the purpose of discussing the CPA Articles that are included in the May 4, 2009 Annual Town Meeting Warrant.
2. Approve minutes of the CPC April 7, 2009 meeting.
3. Other business before the committee.
4. Executive Session: possible land acquisition(s) – not to reopen in public session.



BARRY H. JOHNSON, Chairman

AMENDED

MEETING NOTICE

Community Preservation Committee

Date: April 14, 2009

Time: 7pm.

Place: Community Building

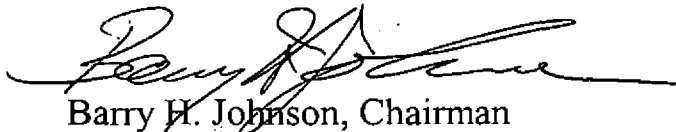
Amended

TOWN CLERK'S OFFICE
BOURNE, MASS.

2009 APR 9 PM 3 33

AGENDA


1. Review of the Finance Committee's recommendations on the FY' 2010 CPA Applications.
2. Meet with the Board of Selectmen to present the FY' 2010 CPA Applications that are to be presented at the May 4, 2009 ATM.
3. Approve the CPC April 6, 2009 Public Hearing minutes.
4. Other business before the committee.
5. Executive Session: to discuss possible land acquisitions.


Barry H. Johnson, Chairman

MEETING NOTICE

The Community Preservation Committee will be meeting on the following dates, places and time for the purpose(s) of presenting and having the Applicants who have requested CPA funding for Fiscal Year 2010 Community Preservation Fund. These Applications will appear in an Article within the May 4, 2009 Annual Town Meeting Warrant:

DATE	AGENCY	PLACE	TIME
3/23/09	Finance Committee	Bourne Library	7pm.
3/24/09	Board of Selectmen	Community Bldg.	7pm.


Barry H. Johnson, Chairman
Community Preservation Committee

2009 MAR 20 PM 2 31
TOWN CLERK'S OFFICE
BOURNE, MASS.

2009 APR 30 8M 10 35
COMMUNITY PRESERVATION COMMITTEE
TOWN CLERK'S OFFICE
BOURNE, MASS
PUBLIC MEETING NOTICE

Date: Monday, May 4, 2009

Place: Bourne High School

Time: 6:00 pm

Agenda Items

1. Minutes of previous meeting(s)
2. Make recommendation of CPC applicants to the Finance Committee re: Open Space, Historic and Housing.
3. Adjourn.


Barry Johnson
Chairman, CPC

COMMUNITY PRESERVATION COMMITTEE

Minutes of the May 4,2009 Meeting

1. Meeting called to order at 6:15pm in the corridor outside of the Main Library in the Bourne High School.
2. Present: B. Johnson; R. Anderson; D. Ellis; J MacDonald; D. Morrissey; P. Meier
3. PURPOSE(s): to re-confirm all of our previous votes taken on the Applications for FY'2010 CPC funding. MOTION: made by P. Meier & seconded by D. Morrissey that we confirm same. UNANIMOUSLY VOTED.
4. On a motion made by R. Anderson and seconded by J. MacDonald the committee voted Unanimously to recommend a positive vote on Article 8 of the May 4,2009 Special Town Meeting (re-imburse the Jensens the amount of \$1,395.35 that was part of the Town purchasing the Henshaw Property by Assessors Map 15; Parcels 6 & 7 (295 Head of the Bay Road): they had already paid the taxes owed at the time of closing).

There being no further business before the committee – we adjourned at 6:23pm.


Barry H. Johnson, Chairman

2009 MAY 15 AM 10 57
TOWN CLERK'S OFFICE
BOURNE, MASS

2009 APR 16 AM 11 14

TOWN CLERK'S OFFICE
BOURNE, MASS

MEETING NOTICE

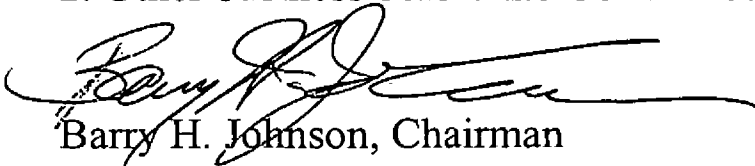
COMMUNITY PRESERVATION COMMITTEE

AGENDA

The Community Preservation Committee will be meeting at 6pm. on May 4, 2009; at 6pm. on May 5, 2009 in the High School Library and at the same time and place the days that the Town of Bourne Annual or Special Town Meetings are in session.

PURPOSE: to be able to conduct any necessary business that might properly before the committee that relates to the CPC Articles in the Annual Town Meeting and/or any items related to the Community Preservation Act and/or Community Preservation Funds in either of the Annual or Special Town Meetings.

2. Other business before the Committee.



Barry H. Johnson, Chairman

Community Preservation Committee Meeting

August 12, 2009

Mary Jane Mastrangelo; Barry Johnson; Gerry Ellis; John Redman

The state match is now approximately 36% (versus 100%) of what the town raises on the 3% tax due to the financial crisis.

Before the CPA there was only the Land Bank for purchase of open space.

Pursuant to the Town By-Law Article 8 1; Section 8.1.1 - the CPC is a nine member committee comprised as follows:

- 4 Open Space
- 1 Historical
- 1 Planning Board
- 1 Conservation
- 1 Recreation
- 1 Housing

Pursuant to Town By-Law Article 8.1; Section 8.1.2; the CPA funds are allocated as follows:

- 70% Open Space
- 10% Historic
- 10% Recreation
- 10% Community Housing

The amount raised through the levy on the taxes remains at 3% until 2020.

Chapter 44B – covers the CPA; Section 2 provides definitions for all categories.

FY 2010: The state match is estimated at 343,000 – Bourne will raise 1,118,781.

As of July 1, 2009 (start of FISCAL YEAR 2010) there are funds for Open Space purposes; funds for Historic Resources and Community Housing have been appropriated and there is .88 in each of those line items; we are currently precluded for spending CPA funds on recreational purposes due to the rulings contained in the “ City of Newton Case” and there are funds in the Undesignated Balance portion of the CPC fund. In FISCAL YEAR 2011 – the Historic and Housing portions of the CPC Fund will have \$104,934.40 in their portion of the CPC Fund for appropriation at the 2010 Annual Town Meeting. Gerry Ellis stated that in order to restore the Historic buildings – you must match what was there originally to preserve it in its Historical state. Doing this many time adds a great deal to the project cost(s).

Town Hall needs a new roof, gutters and windows.

Also, B.Johnson starting to contract for the use of Laserfiche for document storage. B. Johnson needs to preserve originals as required by law. There is very poor storage areas

2009 SEP 1 PM 3 11
TOWN CLERK'S OFFICE

in the basement of Town Hall. Poor conditions for record storage in the basement of Town Hall. .

Issue with architect at Archives Building on Keene Street – Town Adm. Guerino; Atty. Troy; and Historic Commission working on issue.

MEETING NOTICE

Agency: Community Preservation Committee

Date: Monday, September 21, 2009

Place: Town Hall

Time: 4:45pm.

2009 SEP 17 PM 3 44
TOWN CLERK'S OFFICE
TOWN OF DORSET

AGENDA

1. Pursuant MGL Chapter 39; Section 23B (6) -the Open Meeting Law -the committee will meet in Executive Session for the purpose of considering possible land acquisition(s) and will re-open in public session.
2. Other business before the committee.

Berry H. Stanton, Clerk

MEETING NOTICE

Agency: Community Preservation Committee

When: September 23, 2009

Time: 7pm.

Place: Town Hall

2009 SEP 21 PM 1:58
TOWN CLERK'S OFFICE
BARNSTABLE, MASS.

AGENDA

1. To meet in Executive Session for the purpose of discussing possible Land Acquisition(s) and to re-open in public session.
2. Other business before the committee.

Barry. H. Johnson, Chairman

COMMUNITY PRESERVATION COMMITTEE
PUBLIC MEETING NOTICE

Date: Wednesday, October 7, 2009
Place: Bourne High School Library
Time: 6:45am

Agenda

1. To meet in Executive Session for the purpose of discussing possible land acquisitions.
2. To reopen in public session
3. Other business

Barry Johnson
Chairman, CPC

2009 OCT 5 PM 4 16
TOWN CLERK'S OFFICE
BOURNE, MASS

MEETING NOTICE

COMMUNITY PRESERVATION COMMITTEE

1. Meeting Date: Thursday, October 22, 2009
2. Time: 7:30pm.
3. Place: Bourne Community Building

AGENDA

A. the Committee will be meeting in Executive Session for the purpose of discussing the possible purchase of certain parcels of land and then will re-open in public session.

B. other business before the committee.

Barry H. Johnson, Chairman

2009 OCT 20 PM 11 21
TOWN CLERK'S OFFICE
BOURNE, MASS.

MEETING NOTICE

COMMUNITY PRESERVATION COMMITTEE

1. Meeting Date: Thursday, October 22, 2009
2. Time: 7:30pm
3. Place: Bourne Community Building

2009 OCT 22 PM 2 15
TOWN CLERK'S OFFICE
BOURNE, MASS

AMENDED AGENDA

1. the Committee will be meeting in Executive Session for the purpose of discussing the possible purchase of certain parcels of land and then will re-open in public session for the purpose of discussing the Articles in the October 26, 2009 Special Town Meeting Warrant that relate to the Community Preservation Act and/or the Community Preservation Fund.

Other Business before the Committee.

Barry Johnson, Chairman

MEETING NOTICE

COMMUNITY PRESERVATION COMMITTEE

DATE: October 26,2009

TIME: 6:00pm

PLACE: High School Professional Library

2009 OCT 23 PM 3 33
TOWN CLERK'S OFFICE
BOSTON, MASS

AGENDA

The committee will be meeting for the purpose to take any and all necessary actions on Articles in the October 26,2009 Special Town Meeting that relates to the Community Preservation Act (CPA) and the Community Preservation Fund.

Other business before the committee.

Barry H. Johnson, Chairman

2009 OCT 13 PM 12 39

TOWN CLERK'S OFFICE



**TOWN OF BOURNE PUBLIC
HEARING NOTICE
COMMUNITY
PRESERVATION COMMITTEE**

Pursuant to the provisions of Massachusetts General Law Chapter 44B - Community Preservation Act - the Bourne Community Preservation Committee hereby gives public notice that they will be holding a Public Hearing on Monday, October 19, 2009 beginning at 7pm in the Bourne Middle School Library (Room 100) for the following purpose:
To review and receive public comments (s) on the article in the October 26, 2009 Special Town meeting Warrant relating to certain parcels of land situated on Mashnee Island.

The Community Preservation Committee may vote its recommendation(s) on said article.

For further information contact Barry H. Johnson, Chairman, at 508-759-0600 x313 or email: bjohnson@townofbourne.com.



Barry H. Johnson
Town Clerk

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



Wendy J. Chapman
Asst. Town Clerk

January 28, 2010

Community Preservation Committee

Barry Johnson

To : All Boards and Committees

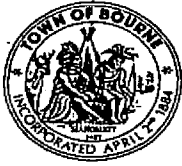
Pursuant to the Town Charter of 2001, the Town By-laws and the Mass. General Laws, the minutes for all meetings should be filed with the Town Clerk's Office. We have enclosed excerpt from the various laws for your reference. If your Board or Committee posted a meeting and the meeting was cancelled, please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

Minutes missing 02/02/09 03/02/09 05/05/09 09/21/09
09/23/09 10/07/09 10/22/09 10/26/09

Your attention to this matter would be appreciated.

Sincerely,

Wendy J. Chapman
Asst. Town Clerk



Barry H. Johnson
Town Clerk

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



Wendy J. Chapman
Asst. Town Clerk

June 2010

Community Preservation Committee

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

The following minutes have not been filed with our office:

2010 *Feb 3, April 5, May 3*

2009 *Feb 2, March 2, May 5, Sept. 21, Sept. 23, Oct. 7, Oct. 22*
Oct. 26

If you should have any questions, please contact our office.

Sincerely,

Town Clerk's Office