

*Anne Woloschak
checked this
on 8-21-17.*



2013

Meeting Notices

Board of Appeals

Board of Assessors

Board of Registrars

Bourne Affordable Housing Trust

(Bourne Housing Partnership)

Bourne Financial Development Corp (BFDC)

Bourne Veterans Memorial Community Center



TOWN OF BOURNE

BOARD OF APPEALS

24 Perry Avenue

Buzzards Bay, MA 02532



TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA

DATE

Wednesday, January 2, 2013

TIME

7:30 P.M.

LOCATION

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

AMENDED AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. - #23-12 – Special Permit – Extension or Alteration of a pre-existing non-conforming structure or use

Kurt Landfors. Location: 22D The Hollow, Hideaway Village. Map 14, Parcel 50.21 in an R-40 zoning district. Proposal: Applicant seeks to attach a 4'x6' shed to structure.

7:40 p.m. - #24-12 - Special Permit – Extension or Alteration of a pre-existing non-conforming structure or use

Daniel Cox. Location: 227 Barlows Landing Road. Map 38, Parcel 38 in an R-40 zoning district. Proposal: Applicant seeks to add second floor to existing dwelling and farmers porch.

7:45 p.m. - #22-12 – Special Permit – 40B, Section 22, M.G.L - Continued

Coady School Residences Limited Partnership. Location: 85 Cotuit Road, Bourne. Map 24.3, Parcel 28, in an R-40 zoning district. Proposal: Applicant is Mass. Limited Partnership that is qualified to undertake the planning, design, development, construction, ownership and operation of the proposed residential project known as The Coady School Residences. As part of the Applicant's redevelopment proposal, the proud Coady School will be sensitively renovated, per National Park Service Guidelines for Historic Renovation, and expanded to the rear to provide 85 units of new respectable housing and support services pursuant to the Mass. Comprehensive Permit (M.G.L. c. 40B, Section 20-23, or "Chapter 40") and the Town of Bourne Permit rules and Regulations of the Zoning Board of Appeals (the "Local Rules"). Financing will be provided through the Mass. Department of Housing and Community Development (DHCD)'s Low Income Housing Tax Credit Program. The Coady School Residences will serve Bourne and the surrounding area's senior population (55+ and 62+). All of the units will be affordable priced and rented to individuals who earn less than sixty (60%) of area median income; 20% of the units will be rented to individuals who earn less than thirty percent (30%) of area median income – which is well in excess of the affordability requirements provided under the statutory, regulatory and program requirements of Chapter 40B, the regulations of the Housing Appeals committee set forth at 760 CMR 31.00 et seq., the Federal Low Income Housing Tax Credit Program, and program requirements of DHCD.



TOWN OF BOURNE
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2012 DEC 31 PM 3 46

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Old Business:

New Business:

Public Comment:

Members Present:



TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue
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2012 DEC 11 PM 2 36

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2012 DEC 4 PM 12 38

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Public Comment:

Members Present:

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_____	_____	_____



**TOWN OF BOURNE
 BOARD OF APPEALS
 24 Perry Avenue
 Buzzards Bay, MA 02532**



<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
Wednesday, February 6, 2013	7:30 P.M.	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:40 p.m. - #22-12 – Special Permit – 40B, Section 22, M.G.L - Continued

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New Business:

Public Comment:

Members Present:

_____	_____	_____
_____	_____	_____
_____	_____	_____

2013 JAN 14 AM 8 25
 TOWN CLERK'S OFFICE
 BOURNE, MASS



TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue
Buzzards Bay, MA 02532



DATE

Wednesday, February 6, 2013

TIME

7:30 P.M.

LOCATION

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AGENDA ITEMS

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Old Business:

New Business:

Public Comment:

Members Present:

BOURNE, MASS
TOWN CLERK'S OFFICE
2013 JAN 9 AM 10 14

Zoning Board of Appeals
Minutes of February 6, 2013
Bourne Town Hall
Buzzards Bay, MA 02532

2013 MAR 22 AM 9 23

TOWN CLERK'S OFFICE
BOURNE, MASS

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

Roger LaPorte, Inspector of Buildings

Cape Cod Broadcasting – Dan McCreedy, recording tonight's meeting.

Documents:

- Petition not in support of the Coady School Project

7:30 p.m. - Approval of minutes

Riordan MOVED and SECONDED by Sawyer approve minutes of 12/5/12 as amended.
UNANIMOUS VOTE.

O'Brien MOVED and SECONDED by Riordan to approve minutes of 1/2/13 as submitted.
UNANIMOUS VOTE.

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Sitting for the board: Lee Berger, Tim Sawyer, Judith Riordan, Wade Keene and John O'Brien.
Also present: Tom Armstrong

Chm. Berger explained that since John Priestley is unable to attend tonight's meeting, Chm. Berger listened to the tape of the 12/5/12 meeting which he had missed, and reviewed all of the exhibits presented at that hearing, and signed the so-called "Mullen Affidavit," and therefore is eligible to sit on and vote at this hearing.

Chm. Berger stated that he had received the Market Study from applicant requested by a member of the audience (115 page document), a copy of which is now in the Board file. Also, Chm. Berger received an email forwarded by TA Guerino from Bob Mullinex who favored the project provided the project would be affordable with elderly housing permanently. Chm. Berger said one of the conditions in the 40B would be the housing remain elderly housing and affordable housing in perpetuity. SJC has issued an opinion to the effect that when a town waives its zoning regulations in exchange for certain conditions (such as affordability), the Town should be able to expect that those conditions be honored in perpetuity. The ZBA will do everything within its power to make certain the conditions it sets will apply in perpetuity.

A petition signed by approximately 125 people who are opposed to the Coady School Residences project as currently being proposed has been submitted as an Exhibit for the Board file.

Chm. Berger – with regard to the petition, he explained that Chapter 40B, a State Law passed in the early 1970s (called the Anti-Snob Zoning Act), was created to prevent poor people from being excluded from neighborhoods by zoning laws that required large acreage to build homes. The State Legislature and the Department of Communities & Housing Development (DHCD) has ruled that a developer can make a proposal and ask the ZBA to waive the Town's zoning requirements. If the town does not have at least 10% of its housing stock affordable, the ZBA must approve the petition unless the proposal would violate the Massachusetts Wetlands Protection Act or otherwise significantly pollute the environment, cause significant safety and health requirements. If the ZBA does not approve the petition, the Applicant simply appeals to the Housing Appeals Committee (HAC) which will reverse the decision of the ZBA.. On the other hand, the ZBA does have the power to issue conditions for its approval, in order to protect the environment and preserve public safety and health and assure protection of the water supply, and to issue other conditions to improve the project, provided that these latter conditions do not make the project "uneconomic."

Bourne currently has 6.5% of housing stock affordable. Therefore, since there has been no evidence that the project will negatively affect the health or safety of the community, the Board has no choice but to approve, with appropriate conditions.

The Board of Appeals is a quasi-judicial body. We are mandated by law to apply the facts to the law. A petition signed by however many residents that says only that the undersigned oppose the project because it "will negatively impact the quality of our village" is not evidence of a health or safety issue. Furthermore, the Board of Selectmen, who represent the entire town, have already stated that they fully support the project.

Chm. Berger stated that he sent to board members and the applicant a list of 61 draft conditions. He proposed to go through conditions tonight. The Board proceeded to review all of the proposed conditions, and discussed several of the proposed conditions, and edited several, with the input of the Applicant, members of the community, and members of the Board.

Page 2:

#9 – in perpetuity language. Add a deed restriction.

#10 – add a deed restriction.

#14 – provide internet and cable TV access in all units, but tenants to pay for service.

#15 – access to computers in the computer/library room, free of charge.

#16 – 5% of units are to be fully HP accessible. All units, except for the stage unit, shall be visitable bathrooms. Reasonable accommodations can be accommodated. Chm. Berger to work on language.

#11 and #12 – DeBoer asked about why Simpkin's Tenant Selection Plan was being used, but not the Simkins leases, and why the Fulton leases were being used. The answer is that the Simkins School has not been completed and therefore does not have leases yet, while the Fulton School is already occupied.

#17 – parking conditions. 62 striped parking spaces. Ms. Warneki asked about parking in the grassed area only across the street. Chm. Berger said the exact location and size of that parking lot is up to the school department and the Superintendent.

#19 – applicant will put up netting which can come down in the winter time and will store said netting. Chairman Berger stated that Tom Guerino liked the idea of the netting not being permanent.

#20 – overflow parking during baseball games will be allowed in a “Visitors Parking” section of the residents’ parking lot. Chairman Berger stated that Tom Guerino also suggested this condition. Applicant stated they would be reasonable in this regard.

#21 – Bourne Water Department. Applicant spoke with Superintendent of the Water Department, which required a loop the building and was shown where to connect.

Chm. Berger renumber the remaining numbers as there are two item #21s.

#27 (currently) – the structure will need to be 20x20 per applicant. The language is fine.

#28 Bill Mikutel, Keene Street, asked for clarification of re-use. Applicant said they will re-use existing leachfield – they are only removing existing tanks under the front lawn. Riordan said requirements are subject to Board of Health regulations.

Member of audience asked about anticipated useage. Applicant stated 8700 gallons per day. Nitrogen loading was 10.7 parts/million when the school was in full session, with the new system the calculations result in 10.4 parts/million.

Melissa Barisfield – stated her concern that the nitrogen when the school was being used was only at school hours, and thought the 24 hour usage of apartments would increase the usage. Applicant said it would still be less usage and the time would not matter because the new system would continuously recycle.

#29 – lead paint. Applicant will remediate the lead paint.

#33 – traffic - to be mitigated during construction.

#36 – utilities - Applicant to install utilities underground.

Patty DuBoer – asked if there will be any change to the poles. Applicant said it is unlikely.

Tracey Warneki – commented on the huge transformer that is in front of her house and is concerned about safety.

Jim Mulvey – said the developer will have to coordinate with the utility companies concerning exactly what is needed. Applicant will discuss these issues with the utility companies.

#40 – clarification of appropriate word: cementitious.

#41 - lighting plan. Applicant’s plan is to change the lighting (white light) to halide. A full size copy of the lighting plan will be submitted.

Tracey Warneki – asked about lighting improvement. Applicant themselves do not want the yellow light.

Patty DuBower – asked about adding lights on Cotuit Road. Applicant is not adding lights on Cotuit Road.

#42 – hours of construction. 7:30 AM beginning time, the applicant is agreeable.

#44 – Historic Preservation Conditions.

#44 (b) – where all new windows are to be installed, they will be historically accurate per National Park Service. All new windows and all new storm windows that face homes on Cotuit Road and Sandwich Road should not reflect light or heat into those homes.

Dan Warnicke – suggested a low E glass type window. Applicant will work with glazing manufacturer for most appropriate storm to not be detrimental to the adjacent properties. Heat and mirror finishes would not be used. Chm. Berger to work on language.

Patty DuBoer – asked for clarification of stairs. Outside stairs will be repaired and stabilized per applicant.

#46 – question raised if the Bourne landfill will be used for demolition debris. Applicant said they have a Waste Management plan with a contractor, but did not know where the contractor will dispose of the demolition debris, but it will be disposed of legally.

#49 – Energy Star products.

Energy Efficient section:

#50 - refer to the new construction. Add language “at the new addition”.

#51 – Patty DuBoer asked about windows. Chm. Berger will address with #44.

Additional Safety Conditions:

#54 – plans approved by the Fire Department – change language to “proposed access way”.

Keene – asked about the heating systems. Applicant will add new HVAC, sprinklers, wiring. The system will be a gas system.

#59 – comply with all Fire and Police safety requests. Applicant is in agreement.

#60 – performance bond. Applicant is fine with the language. Chairman Berger will discuss the language of this condition and others with Town Counsel.

Chm. Berger asked the board if there were any additional conditions to put into the list. No additions at this time.

Patty DuBoeur – asked if her electricity or water will be impacted during construction. Applicant will give advance notice, but hasn't had that situation in any of their projects.

Add #61 – abutters' utilities will be provided adequate notice.

Patty DuBouer – asked what the town collects to offset the draw off of town services. Applicant said this is up to the Assessor.

Member of the audience – asked if the open land will remain. Applicant said yes, the front lawn must be maintained as part of the Historic Renovation.

Tracey Warneki – concerned about “rumbling” due to construction that will impact her home which is 100 years old as it has been previously located. Applicant said there will be activity, but not materially loud or injurious to nearby properties.

Member of the audience – requested a condition be put in that construction vehicles access the project only from Trowbridge. Applicant can inform the General Contractor (GC).

Add #62. Construction vehicles. Add language “all large construction vehicles shall be directed to access site via Trowbridge Road rather than Sandwich Road.”

Mr. Mulvey – commented on the windows. Applicant is doing everything per Department of the Interior Historic Preservation Standards. Mr. Mulvey also commented that since the project will be rental, is there any provision with a large number of renters having rights to input? Chm. Berger said the law certainly permits the residents to form a tenant's union, but that is up to the tenants. In addition, the tenants' legal rights are well stated in the lease form agreements required by condition #12.

Chm. Berger – asked about who was the monitoring entity. The Applicant replied that DCAD would monitor the project and audit the project annually.

No further comment.

Waivers requested in Section 12 of the binder that accompanied the application:

Chm. Berger - raised concern with the drain. Applicant to comply with DEP standards which are more stringent.

Mr. Laporte – Board of Health waivers. How can the ZBA waive the BOH? Applicant's intent is to comply with the State Codes.

Cape Cod Commission. Applicant sees the CCC potentially seeking jurisdiction and would like to be granted relief from it.

Section 1.5 – proposed findings of fact agreed to by Board, with Chm. Berger expanding to address issues raised by residents.

Patty DuBoeur – asked the assessment value. Applicant said the total construction cost is about \$14M.

Member in the audience – asked about local preference. Chm. Berger said he read Yarmouth put local preference to the extent of the law. The applicant agreed.

Riordan – asked how wide spread the advertising for the residences. Applicant said local sources.

Tracey Warniecki – asked about houses putting up a solid fence along Trowbridge Road to prevent the car lights in the parking lot at night from shining into the homes on Trow Bridge Road. Chm. Berger stated that when he spoke with TA Guerino, he was concerned that the project not look like a gated community. Ms. Warniecki said there was concern from the two houses from the street. Applicant stated they could put up some hedges to block out the headlights.

#63 – buffer. Applicant to add up a hedge to prevent car lights affecting Cotuit Road residences.

Member of the audience – concerned about the exterior of the project with regard to toys. Applicant will have that enforced; there will be no debris outside.

Mr. Mullinex – asked about pets. Applicant said there will be an area for animal waste.

Riordan MOVED and SECONDED by Sawyer to close public hearing. UNANIMOUS VOTE.

Member of the audience recognized for a point of order – she commented that the building would be very positive for the town, and Chairman Berger ruled her out of order since it was not a point of order.

Riordan MOVED and SECONDED by O'Brien to grant Comprehensive Special Permit #22-12 for the Coady School Residences with the conditions discussed and reviewed tonight, February 6, 2013, granting the waivers requested with the exception that the Board shall not grant an exception to the Board of Health regulations. UNANIMOUS VOTE.

Chairman Berger stated that he will write the decision and file it within 40 days, but hopes to have it completed by the end of February.

Old Business:

None.

New Business:

None.

Public Comment:

None.

Adjournment

O'Brien MOVED and SECONDED by Riordan to adjourn. Meeting adjourned at 9:30 pm.
UNANIMOUS VOTE.

Respectfully submitted – Lisa Groezinger, sec.



**TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue
Buzzards Bay, MA 02532**



DATE

Wednesday, March 6, 2013

TIME

7:30 P.M.

LOCATION

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

MEETING CANCELLED

AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. - #01-13 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Kevin Goulding. Location: 7 Lantern Lane, Pocasset. Map 43.4, Parcel 95 in an R-40 zoning district. Applicant requests to add on a 10'x20' two story for first floor living room and bath; and second floor two bedrooms.

Old Business:

New Business:

Public Comment:

Members Present:

_____	_____	_____
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2013 FEB 19 PM 11 34
TOWN CLERK'S OFFICE
BOURNE, MASS



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2013 FEB 19 PM 11 34
TOWN CLERK'S OFFICE
BOURNE, MASS

FW: ZBA Agenda 03-06-13 - CANCEL Please

Groezinger, Lisa

Sent: Tuesday, February 19, 2013 10:41 AM
To: Meier, Marie
Cc: Chapman, Wendy; Johnson, Barry
Attachments: Agenda 03-06-13.docx (59 KB)

Please cancel this. Let me know if you need a cancel agenda to send. My legal ad person told me it was all set and then just responded again that it didn't make the posting date. So, I need to cancel.

Thanks

From: Groezinger, Lisa
Sent: Tuesday, February 19, 2013 9:44 AM
To: Meier, Marie
Cc: Chapman, Wendy; Johnson, Barry
Subject: ZBA Agenda 03-06-13 - TO POST

Hello,
Here is the ZBA agenda to post. Thank you!

Lisa

2013 FEB 19 PM 11 37
TOWN CLERK'S OFFICE
BOURNE, MASS



TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue
Buzzards Bay, MA 02532



DATE

Wednesday, March 20, 2013

TIME

7:30 P.M.

LOCATION

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

AMENDED AGENDA

AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. - #01-13

Kevin Goulding. Location: 7 Lantern Lane, Pocasset. Map 43.4, Parcel 95 in an R-40 zoning district. Applicant requests to add on a 10'x20' two story for first floor living room and bath; and second floor two bedrooms.

Old Business:

New Business:

Public Comment:

Members Present:

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



TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue
Buzzards Bay, MA 02532



DATE

Wednesday, March 20, 2013

TIME

7:30 P.M.

LOCATION

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. - #01-13 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Kevin Goulding. Location: 7 Lantern Lane, Pocasset. Map 43.4, Parcel 95 in an R-40 zoning district. Applicant requests to add on a 10'x20' two story for first floor living room and bath; and second floor two bedrooms.

Old Business:

New Business:

Public Comment:

Members Present:

_____	_____	_____
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TOWN CLERK'S OFFICE
BOURNE, MASS

**Zoning Board of Appeals
Minutes of March 20, 2013
Bourne Town Hall
Buzzards Bay, MA 02532**

Lee Berger, Chairman (excused)

Wade Keene

Tim Sawyer

Judith Riordan (excused)

John O'Brien

Harold Kalick

Tom Armstrong

Roger LaPorte, Inspector of Buildings

Documents:

- None

7:30 p.m. - Approval of minutes

O'Brien MOVED and SECONDED by Kalick to approve minutes of 2/6/13 as submitted. UNANIMOUS VOTE.

At this time, Sawyer asked for a Moment of Silence for our departed board member John Priestley, Jr.

7:35 p.m. - #01-13 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Kevin Goulding. Location: 7 Lantern Lane, Pocasset. Map 43.4, Parcel 95 in an R-40 zoning district. Applicant requests to add on a 10'x20' two story for first floor living room and bath; and second floor two bedrooms.

Sitting for the Board: Tim Sawyer, Wade Keene, John O'Brien, Harold Kalick and Tom Armstrong

Applicant looking to add addition to the back of the house. This is a summer house and he is looking to upgrade.

Mr. Laporte – applicant is going to need a finding from the board that the addition is going to be no more detrimental to the neighborhood. The addition minimum setback is 20' from Lantern Lane.

Board of Health – stated the septic system is good for three bedroom dwelling.

Fire Department – has no issues with the project.

O'Brien MOVED and SECONDED by Keene to close hearing. Unanimous vote.

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TOWN CLERK'S OFFICE
BOURNE, MASS

O'Brien MOVED and SECONDED by Kalick to approve the Special Permit to Kevin Goulding for 7 Lantern Lane, Map 43.4 Parcel 95 Lot 19 and determination was made by the Board of Appeals that the 10'x20' addition is no more detrimental to the neighborhood per plans submitted.
VOTE 5-0.

Old Business:
None.

New Business:
None.

Public Comment:
None.

Adjournment
O'Brien MOVED and SECONDED by Sawyer to adjourn. Meeting adjourned at 7:48 pm.
UNANIMOUS VOTE.

Respectfully submitted – Lisa Groezinger, sec.

Draft S&H Minutes of 6-5-14

Members absent: none

Prior minutes, deferred

Discussion:

A discussion of the need for a beach shuttle. This is a recurring suggestion

Initiated discussion of Beach ramps.

The Barlow's ramp has a hole at the end. Dredging is planned

Hens Cove: ramp needs a change in ramp pitch to access the deep water. A significant Project, likely requiring engineering, coffer dams built and dewatering.

Paul Bushueff to assess filing requirements with Conservation Agent.

Discussion of water ways revenues vs expenses. Chris Southwood offers to put together the numbers for presentation to Board. This action approved unanimously on a Motion by David Wiggin, Seconded by Paul Bushueff.

Next meeting Monday 8/18/14

Motion to adjourn: motion by D Wiggin, Second by D Crane, unanimous

Adjourn @ 2040

Johnson, Barry

From: Lisa Groezinger [lgroezinger@gmail.com]
Sent: Monday, April 01, 2013 10:51 AM
To: Meier, Marie
Cc: Chapman, Wendy; Johnson, Barry
Subject: ZBA - Meeting Agenda of Wednesday 4/3/13 - TO POST

MEETING NOTICE

Zoning Board of Appeals
Wednesday, 4/3/13
Bourne Town Hall
Lower Conference Room
7:30 pm

AGENDA ITEMS

1. Meeting Called to Order
2. Approval of Minutes
3. 7:35 p.m. - #02-13 Special.Permit - Existing or alteration of a pre-existing non-conforming structure or use

David and Elaine Lagasse. Location: 18 Richmond Road, Pocasset. Map 37.4, Parcel 47 in an R-40 zoning district. Applicant requesting Special Permit in accordance with Section 2457 of the bylaw for an increase in allowable lot coverage and maximum GFA and is requesting a Supportive Finding in accordance with Section 2320 to perform the following work on an existing non-conforming structure: demolish existing dwelling and shed and construct a new 2-bedroom dwelling with an upgraded Title 5 septic system.

4. Old Business:
5. New Business:
6. Public Comment:

BOURNE, MASS
TOWN CLERK'S OFFICE
2013 APR 1 PM 12 42

Zoning Board of Appeals
Minutes of April 3, 2013
Bourne Town Hall
Buzzards Bay, MA 02532

2013 JUL 18 AM 10 41
TOWN CLERK'S OFFICE
BOURNE, MASS

.....
Lee Berger, Chairman (excused)

Tim Sawyer

Judith Riordan

Wade Keene

John O'Brien (excused)

Harold Kalick

Tom Armstrong

Roger LaPorte, Inspector of Buildings

List of Documents

- None

Meeting called to order

7:30 pm by Tim Sawyer acting as Chairman.

Approval of Minutes

Keene MOVED and SECONDED by to approve minutes of 02/06/13 as submitted.

VOTE 3-0-1 (abstention from Riordan). Minutes of 3/20/13 will be for the next meeting.

#02-13 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

David and Elaine Lagasse. Location: 18 Richmond Road, Pocasset. Map 37.4, Parcel 47 in an R-40 zoning district. Applicant requesting Special Permit in accordance with Section 2457 of the bylaw for an increase in allowable lot coverage and maximum GFA and is requesting a Supportive Finding in accordance with Section 2320 to perform the following work on an existing non-conforming structure: demolish existing dwelling and shed and construct a new 2-bedroom dwelling with an upgraded Title 5 septic system.

Sitting on the board: Tim Sawyer, Judith Riordan, Wade Keene, Harold Kalick and Tom Armstrong.

Don Bracken, Bracken Engineering representing applicant.

The lot was created in 1921. Lots in the neighborhood are similar. This lot is within the coastal flood zone. Existing home is a single story 2-bedroom dwelling built in 1949. Applicant seeking to bring into compliance with flood zone regulations.

Photos of the existing dwelling shown with other homes in the neighborhood.

Existing dwelling includes a shed in the back. Shed will be removed. Proposed new dwelling will be placed generally in the same location - currently the existing dwelling doesn't conform to zoning with regard to lot coverage. The new house will be slightly more conforming with side yard setbacks being slightly increased.

The existing dwelling lot coverage is 949 SQFT, including the deck, steps and shed. The proposed dwelling lot coverage is 915 SQFT, which is a slight reduction. Table 2456 of the bylaws allows 850 square feet of lot coverage, and a 10% increase would allow for 935 square feet. Mr. Bracken stated he would put the table figures on the site plan.

The proposed dwelling has been approved by the Board of Health (BOH) conditioned with a 2 bedroom restriction. The septic system is a newer system which is a drip irrigation system.

Keene and Mr. Bracken discussed the width and height of the walls.

Proposed dwelling razes floor above flood level elevation and will utilize area for garage space. The second floor is only enough space for a master bedroom and master bathroom which meets the height requirement - total height is almost 30 feet. Utilities will be located on the 1st floor.

Peak elevations on the neighboring houses compared to the proposed house were shown in pictures. The houses in the neighborhood will eventually have to be razed at some point. This is one of the first houses in the immediate area that is being razed to meet flood zone requirements.

This project was compared with 14 properties in the immediate area. According to assessor's records, the existing dwelling lot coverage is 1164 SQFT and are proposing 915 SQFT - which is lower than average. 11 out of the 14 dwellings were 2-story buildings; only three were one-story structures.

Mr. Laporte - asked the total height. The height is 29.75 feet.

BOH letter dated 4/1/13 - variances were granted for the proposed Title 5 septic system with the condition with a 2-bedroom deed restriction to be recorded with Registry of Deeds.

Letter from abutter at 20 Ridgemoor Road stating no concern with the project, but would like to maintain the current 18'6" distance between his home and the proposed dwelling. Mr. Bracken stated the applicant is not changing the distance between the buildings or going any closer to the property line.

No further questions from the board. No public comment.

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

Riordan MOVED and SECONDED by Kalick to approve Special Permit #02-13 for 18 Richmond Road, Pocasset, Map 37.4, Parcel 47 in accordance with Section 2457 of the bylaw for an increase in allowable lot coverage to 915 square feet because the proposed lot coverage is actually less than the existing lot coverage and failure to grant the permit could prevent compliance with flood zone regulations; and to make a Supportive Finding in accordance with Section 2320 that the proposal will not be more detrimental to the neighborhood than is the existing nonconforming use; the applicant is permitted to demolish the existing dwelling and shed, and construct a new 2-bedroom with an upgraded Title V septic system, per plans submitted by Bracken Engineering dated 11/19/12 and Architecture by SPB dated 11/13/12, and restrictions from the Board of Health, and placing Table 2456 figures on the site plan. VOTE 5-0.

Old Business:

None.

New Business:

None.

Public Comment:

None.

Adjournment

Keene MOVED and SECONDED by Kalick to adjourn. Meeting adjourned at 8:00 pm. Unanimous vote.

Respectfully submitted,
Lisa Groezinger, sec.



**TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue
Buzzards Bay, MA 02532**



AMENDED AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
<u>Wednesday, May 15, 2013</u>	<u>7:30 P.M.</u>	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

• **AGENDA ITEMS**

7:30 p.m. – Approval of minutes

7:35 p.m. - #03-13 - Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Kevin Jones. Location: 145 Leeward Road. Map 29.4, Parcel 72 in an R-40 zoning district. Proposal: Applicant requesting Special Permit in accordance with Section 2456 current allowable GFA SQF. Seeking Special Permit from those requirements for an additional 10% based on Hardship #2457 departure Section

New Business:

Discussion, consideration, and possible recommendation to the Board of Selectmen of appointment of new members to the Board of Appeals.

Old Business:

Members Present:

_____	_____	_____
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TOWN CLERK'S OFFICE
BOURNE, MASS



**TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue
Buzzards Bay, MA 02532**



AMENDED AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
<u>Wednesday, May 15, 2013</u>	<u>7:30 P.M.</u>	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

• **AGENDA ITEMS**

7:30 p.m. – Approval of minutes

7:35 p.m. - #03-13 - Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Kevin Jones. Location: 145 Leeward Road. Map 29.4, Parcel 72 in an R-40 zoning district. Proposal: Applicant requesting Special Permit in accordance with Section 2456 current allowable GFA SQF. Seeking Special Permit from those requirements for an additional 10% based on Hardship #2457 departure Section

New Business:

Discussion, consideration, and possible recommendation to the Board of Selectmen of appointment of new member to the Board of Appeals.

Old Business:

Members Present:

_____	_____	_____
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_____	_____	_____

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TOWN CLERK'S OFFICE
BOURNE, MASS



**TOWN OF BOURNE
 BOARD OF APPEALS
 24 Perry Avenue
 Buzzards Bay, MA 02532**



AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
<u>Wednesday, May 15, 2013</u>	<u>7:30 P.M.</u>	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

• AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. - #03-13 - Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Kevin Jones. Location: 145 Leeward Road. Map 29.4, Parcel 72 in an R-40 zoning district. Proposal: Applicant requesting Special Permit in accordance with Section 2456 current allowable GFA SQF. Seeking Special Permit from those requirements for an additional 10% based on Hardship #2457 departure Section

Old Business:

Members Present:

_____	_____	_____
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 BOURNE, MASS

Zoning Board of Appeals
Minutes of May 15, 2013
Bourne Town Hall
Buzzards Bay, MA 02532

2013 JUN 7 PM 3 51

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

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

Roger LaPorte, Inspector of Buildings (excused)

List of Documents

- None

Meeting called to order

7:30 pm by Chm. Berger.

Approval of Minutes

Riordan MOVED and SECONDED by Kalick to table minutes of 4/3/13. VOTE 5-0.

#03-13 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Kevin Jones. Location: 145 Leeward Road, Bourne. Map 29.4, Parcel 72 in an R-40 zoning district. Applicant requesting Special Permit in accordance with Section 2456 current allowable GFA SQFT. Seeking our Special Permit from those requirements for an additional 10% based on Hardship under Section 2457 departure section.

Sitting on the board: Lee Berger, Judith Riordan, Wade Keene, Harold Kalick and Tom Armstrong.

Chm. Berger submitted copies of Coreen Moore's calculations. ZBA doesn't have authority to grant more than 10%. There are two bylaws called Floor Area Gross and Maximum Gross Floor Area. Simply way is to cut the roof line of the garage and don't count the garage and the floor space.

Chm. Berger – suggested an applicant who files for a Variance or Special Permit under Section 2457 should speak with Town Planner with concerns for a variance or special.

No further questions from the board. No public comment.

Riordan MOVED and SECONDED by Kalick to continue public hearing to June 19, 2013 at 7:34 pm. VOTE 5-0.

Old Business:

None.

New Business:

Discussion and possible vote of filling vacant regular members.

Riordan MOVED and SECONDED by Keene to direct Chm. Berger to write a letter on behalf of the ZBA to the Board of Selectmen requesting to appoint John O'Brien to a full member of the ZBA to fill vacancy by John Priestley and Harold Kalick to a full member to fill vacant opening due to Tim Sawyer's resignation. VOTE 5-0.

Public Comment:

None.

Adjournment

Riordan MOVED and SECONDED by Keene to adjourn. Meeting adjourned at 8:15 pm. Unanimous vote.

Respectfully submitted,
Lisa Groezinger, sec.



**TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue
Buzzards Bay, MA 02532**



AGENDA

DATE

Wednesday, June 5, 2013

TIME

7:30 P.M.

LOCATION

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. - #04-13 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Paul DeTommaso. Location: 749 Head of the Bay Road, Unit 28G. Map 14, Parcel 48.48 in an R-40 zoning district. Proposal: Applicant requests raze fire damaged unit, rebuild in same footprint increase, roof pitch with dormer one side with full basement.

7:40 p.m. - #05-13 - Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Daryl Shumway. Location: 10 Thorne Road. Map 26.2, Parcel 61 in an R-40 zoning district. Proposal: Applicant proposes to increase living space an additional 40 SF.

Old Business:

New Business:

Public Comment:

Members Present:

_____	_____	_____
_____	_____	_____
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**TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue
Buzzards Bay, MA 02532**



AMENDED AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
Wednesday, June 5, 2013	7:30 P.M.	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:34 p.m. - #03-13 - Special Permit – Extension or alteration of a pre-existing non-conforming structure or use - Continued

Kevin Jones. Location: 145 Leeward Road. Map 29.4, Parcel 72 in an R-40 zoning district. Proposal: Applicant requesting Special Permit in accordance with Section 2456 current allowable GFA SQF. Seeking Special Permit from those requirements for an additional 10% based on Hardship #2457 departure Section

7:35 p.m. - #04-13 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Paul DeTommaso. Location: 749 Head of the Bay Road, Unit 28G. Map 14, Parcel 48.48 in an R-40 zoning district. Proposal: Applicant requests raze fire damaged unit, rebuild in same footprint increase, roof pitch with dormer one side with full basement.

7:40 p.m. - #05-13 - Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Daryl Shumway. Location: 10 Thorne Road. Map 26.2, Parcel 61 in an R-40 zoning district. Proposal: Applicant proposes to increase living space an additional 40 SF.

Old Business:

New Business:

Public Comment:

Members Present:

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 TOWN CLERK'S OFFICE
 BOURNE, MASS



**TOWN OF BOURNE
 BOARD OF APPEALS
 24 Perry Avenue
 Buzzards Bay, MA 02532**



AGENDA

DATE

Wednesday, June 5, 2013

TIME

7:30 P.M.

LOCATION

Bourne Town Hall
 24 Perry Avenue
 Buzzards Bay, MA 02532

AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. - #04-13 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Paul DeTommaso. Location: 749 Head of the Bay Road, Unit 28G. Map 14, Parcel 48.48 in an R-40 zoning district. Proposal: Applicant requests raze fire damaged unit, rebuild in same footprint increase, roof pitch with dormer one side with full basement.

7:40 p.m. - #05-13 - Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Daryl Shumway. Location: 10 Thorne Road. Map 26.2, Parcel 61 in an R-40 zoning district. Proposal: Applicant proposes to increase living space an additional 40 SF.

Old Business:

New Business:

Public Comment:

Members Present:

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2013 MAY 17 AM 8 35
 TOWN CLERK'S OFFICE
 BOURNE, MASS



**TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue
Buzzards Bay, MA 02532**



AMENDED AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
Wednesday, June 5, 2013	7:30 P.M.	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. - #04-13 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Paul DeTommaso. Location: 749 Head of the Bay Road, Unit 28G. Map 14, Parcel 48.48 in an R-40 zoning district. Proposal: Applicant requests raze fire damaged unit, rebuild in same footprint increase, roof pitch with dormer one side with full basement.

7:40 p.m. - #05-13 - Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Daryl Shumway. Location: 10 Thorne Road. Map 26.2, Parcel 61 in an R-40 zoning district. Proposal: Applicant proposes to increase living space an additional 40 SF.

Old Business:

New Business:

Public Comment:

Members Present:

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TOWN CLERK'S OFFICE
 BOURNE, MASS
 2013 MAY 16 PM 12 54

Zoning Board of Appeals
Minutes of June 5, 2013
Bourne Town Hall
Buzzards Bay, MA 02532

2013 JUL 18 AM 10 41

TOWN CLERK'S OFFICE
BOURNE, MASS

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

Roger LaPorte, Inspector of Buildings

List of Documents

- None

Meeting called to order
7:30 pm by Chm. Berger.

Approval of Minutes

Riordan MOVED and SECONDED by Keene to table minutes of 4/3/13. VOTE 5-0.

Riordan MOVED and SECONDED by Keene to approve minutes of 5/16/13 as amended. VOTE 3-0-2 (Sawyer and O'Brien abstained).

#04-13 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Paul DeTommaso. Location: 749 Head of the Bay Road, Unit 28G. Map 14, Parcel 48.48 in an R-40 zoning district. Proposal: to raze fire damaged unit, re-build in same footprint, increase roof

Sitting on the board: Lee Berger, Tim Sawyer, Judith Riordan, Wade Keene and John O'Brien.

Tom Armstrong recused himself from discussion and vote for #04-13 hearing.

Chm. Berger – one person is affected in terms of a view with proposed project. Applicant – haven't heard any complaints, but heard light and air was the issue not view.

The project is not in the flood zone.

Applicant submitted paperwork to the Fire Department before filing with the Board of Appeals, but has not heard from them. Mr. Laporte – applicant will have to meet with the Fire

Department to get his occupancy permit. Gross floor area is not a concern of the Fire Department.

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

Riordan MOVED and SECONDED by Sawyer to approve Special Permit #04-13 Special Permit to raze fire damaged unit, re-build in same footprint with a full basement and a loft, according to plans submitted. VOTE 5-0.

#05-13 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Daryl Shumway. Location: 10 Thorne Road. Map 26.2, Parcel 61 in an R-40 zoning district. Proposal: to increase living space an additional 400 SF.

Sitting on the board: Lee Berger, Tim Sawyer, Judith Riordan, Wade Keene and Tom Armstrong. Also present John O'Brien.

Chm. Berger – there is a 1728 SF maximum gross floor area allowed by Table 2456, and the proposed addition would result in 1772 SQ of gross floor area.

Applicant – explained the hardship as being an increase in family size.

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

Riordan MOVED and SECONDED by Sawyer to approve Special Permit #05-13 Special Permit to increase living space an additional 310 SQFT which is supported by a hardship due to increase in family size and in accordance with plans submitted with application dated 3/15/13. VOTE 5-0.

Old Business:

None.

New Business:

Tom Armstrong – applicant for 6/19/13 meeting wants to change proposal. Chm. Berger – stated unless the Hideaway Condo Board of Directors approved the change, applicant should request a continuance of the hearing.

Public Comment:

None.

Adjournment

Riordan MOVED and SECONDED by Sawyer to adjourn. Meeting adjourned at 8:30 pm. Unanimous vote.

Respectfully submitted,
Lisa Groezinger, sec.



TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue
Buzzards Bay, MA 02532



AMENDED AGEND

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
Wednesday, June 19, 2013	7:30 P.M.	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:34 p.m. - #03-13 - Special Permit – Extension or alteration of a pre-existing non-conforming structure or use - Continued

Kevin Jones. Location: 145 Leeward Road. Map 29.4, Parcel 72 in an R-40 zoning district. Proposal: Applicant requesting Special Permit in accordance with Section 2456 current allowable GFA SQF. Seeking Special Permit from those requirements for an additional 10% based on Hardship #2457 departure Section

7:35 p.m. - #06-13 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Eric V. Lubrano. Location: 299 Barlows Landing Road, Pocasset. Map 43.2, Parcel 9 in an R-40 zoning district. Proposal: Applicant to construct two handicap ramps and platform and 6'x10' deck.

7:40 p.m. - #07-13 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Keith Dmytryek. Location: 16C Knollview Road. Map 14, Parcel 49.56 in an R-40 zoning district. Proposal: Applicant to raze and support existing home; excavate to accommodate new concrete foundation – no change in footprint or height.

7:45 p.m. - #08-13 – Variance

Jean Mallozzi. Location: 47 Buzzards Bay Avenue, Buzzards Bay. Map 19.4, Parcel 22 in an R-40 zoning district. Proposal: Applicant to install 8'x12' shed.

Old Business:

New Business:

Public Comment:

Members Present:

2013 MAY 16 PM 12 54
 TOWN CLERK'S OFFICE
 BOURNE, MASS



**TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue
Buzzards Bay, MA 02532**



AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
Wednesday, June 19, 2013	7:30 P.M.	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. - #06-13 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Eric V. Lubrano. Location: 299 Barlows Landing Road, Pocasset. Map 43.2, Parcel 9 in an R-40 zoning district. Proposal: Applicant to construct two handicap ramps and platform and 6’x10’ deck.

7:40 p.m. - #07-13 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use

Keith Dmytryek. Location: 16C Knollview Road. Map 14, Parcel 49.56 in an R-40 zoning district. Proposal: Applicant to raze and support existing home; excavate to accommodate new concrete foundation – no change in footprint or height.

7:45 p.m. - #08-13 – Variance

Jean Mallozzi. Location: 47 Buzzards Bay Avenue, Buzzards Bay. Map 19.4, Parcel 2 in an R-40 zoning district. Proposal: Applicant to install 8’x12’ shed.

Old Business:

New Business:

Public Comment:

Members Present:

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2013 MAY 16 AM 8 42
 TOWN CLERK'S OFFICE
 BOURNE, MASS

**Zoning Board of Appeals
Minutes of June 19, 2013
Bourne Town Hall
Buzzards Bay, MA 02532**

Lee Berger, Chairman (excused)

Tim Sawyer

Judith Riordan

Wade Keene

John O'Brien

Harold Kalick

Tom Armstrong

Roger LaPorte, Inspector of Buildings

Member(s) of the public: Mr. James Mulvey

List of Documents

- None

Meeting called to order

7:30 pm by Judith Riordan acting as Chairperson. Tim Sawyer is stepping down from the Board and Ms. Riordan recognized his years of services.

Approval of Minutes

The board will table minutes of 6/5/13.

#03-13 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use - Continued

Kevin Jones. Location: 145 Leeward Road. Map 29.4, Parcel 72 in an R-40 zoning district.

Proposal: applicant requesting supportive finding for an extension or alteration of a pre-existing non-conforming structure in accordance with Section 2320, and a Special Permit for an additional 10% gross floor area in accordance with Sections 2456 and 2457.

Sitting on the board: Tim Sawyer, Judith Riordan, Wade Keene and Harold Kalick. Tom Armstrong also present.

At the prior hearing the Board had expressed concern over the gross floor area, and told the applicant to consult with Town Planner, Coreen Moore. After meeting with the Town Planner last week, the applicant to come back with new thoughts. The ceiling height of the storage area has been reduced to 6'5", and the height of the door to the storage area has been reduced to a height of 4'. A notation has been put on the revised plans that the shed is to be removed. All recommendations of the Town Planner have been met.

No public comment.

Sawyer MOVED and SECONDED by Keene to close hearing. Unanimous vote.

Keene MOVED and SECONDED by Kalick to make a supportive finding that the extension or alteration will not be more detrimental to the neighborhood than the existing non-conforming use, and to grant a Special Permit in case #03-13 for additional requirements for an additional 10% entry of door decreased to 4', ceiling height in storage be 6'5" and the shed removed and to be built with plans submitted.

Keene MOVED and SECONDED by Kalick to grant make a supportive finding in Case No. 03-13, that the requested extension or alteration will not be substantially more detrimental to the neighborhood than is the existing nonconforming use, and to grant a Special Permit under Section 2457 of the Bourne Zoning Bylaws for the departure, in accordance with the revised plans submitted, with the following conditions: The increase in gross floor area may not exceed 10% of the gross floor area set forth in Table 2457. In order to accomplish this, the existing shed must be removed and the ceiling height of the storage area may not exceed 6' 5". The storage entry door must meet the Town Planner's requirements by not exceeding 4' in height. The structure must be built in accordance with the "Revised" plans submitted for the June 19, 2013 ZBA hearing.

#06-13 Special Permit - Special Permit – Extension or alteration of a pre-existing non-conforming structure or use - Continued

Eric V. Lubrano. Location: 299 Barlows Landing Road, Pocasset. Map 43.2, Parcel 9 in an R-40 zoning district. Proposal: applicant to construct two handicap ramps and platform and 6'x10' deck.

Sitting on the board: Tim Sawyer, Judith Riordan, Wade Keene, Harold Kalick, and John O'Brien. Tom Armstrong also present.

Applicant looking for access to the house and yard. Both ramps are on the post office side. When complete the ramp will be 6' from the property line. The side is the only concern, not the back.

No public comment.

O'Brien MOVED and SECONDED by Sawyer to close public hearing. UNANIMOUS VOTE.

O'Brien MOVED and SECONDED by Kalick to make a supportive finding in Case No. 06-13, that the requested extension or alteration will not be substantially more detrimental to the neighborhood than is the existing nonconforming use; and that the applicant may build two 4'x 12' handicap ramps and a 6' x 10' deck may be built in accordance with the plans submitted. The ramps may be no closer than 6' from the property line. The vote was 5-0 in favor of the motion. The handicap ramps are needed to accommodate the homeowner's disability in order that he can have access to and egress from his home. The sideline setback must be reduced from

12' to 6' in order to accommodate the ramp, without which would cause exceptional hardship to the homeowner. The fire department had submitted a letter stating that it had no objection to the project as proposed.

#07-13 – Special Permit - Special Permit – Extension or alteration of a pre-existing non-conforming structure or use - Continued

Keith Dmytryek. Location: 16C Knollview Road. Map 14, Parcel 49.56 in an R-40 zoning district. Proposal: applicant seeks to raze and rebuild on existing site; excavation will accommodate new concrete foundation – no change in footprint or height.

Sitting on the board: Tim Sawyer, Judith Riordan, Wade Keene and Harold Kalick. Tom Armstrong recused himself from discussion and vote.

Applicant stated the height will be increased by 18'. Windows will be in the basement. Letter from the Fire Department has no objections to the Special Permit as proposed. Work will be not begin until the Fall 2013.

Hideaway Village Certification authorized by Hideaway Village Authorized Representative signed abutter's list dated 6/19/2013.

George Tirrell – 13H. He was notified but other abutters were not. Abutters did not look at the plans and has concerns with the drainage. There is an administrative error.

Paul Harney – 17C. He was not notified.

Roger Laporte – the Association will need to notify abutters of the 18' change that has been approved by the Association as well as an abutter list.

O'Brien MOVED and SECONDED by Kalick to continue hearing to 7/19/13 at 7:55 pm due to Hideaway Village Condo Association's improper notification to abutters. VOTE 5-0.

#08-13 – Variance

Jean Mallozzi. Location: 47 Buzzards Bay Avenue, Buzzards Bay. Map 19.4, Parcel 22 in an R-40 zoning district. Proposal: applicant to install 8'x12' shed.

Sitting on the board: Tim Sawyer, Judith Riordan, Wade Keene, John O'Brien, and Tom Armstrong. Harold Kalick also present.

Applicant is looking to get as far from the septic as possible. Variance is needed from setback requirements to avoid placing shed right on top of the septic system.

Roger Laporte – the lot is a unique lot as it is a corner lot, and will need to put shed in an area that will be the least intrusive to the septic system.

No board comments. No public comment.

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

Sawyer MOVED and SECONDED by Keene to grant Variance #08-13 for Jean Mallozzi at 47 Buzzards Bay Avenue, Buzzards Bay. Map 19.4, Parcel 22 in an R-40 zoning district per plans dated 8/13/09 to install 8'x12' shed as close to the property line as possible next to the 6' high fence, due to hardship caused by the shape of the land and the proximity of the septic system. VOTE 5-0.

Old Business:

None.

New Business:

None.

Public Comment:

None.

Adjournment

Keene MOVED and SECONDED by Kalick to adjourn. Meeting adjourned at 8:10 pm.
UNANIMOUS VOTE.

Respectfully submitted,
Lisa Groezinger, sec.

**Zoning Board of Appeals
Minutes of June 19, 2013
Bourne Town Hall
Buzzards Bay, MA 02532**

Lee Berger, Chairman (excused)

Tim Sawyer

Judith Riordan

Wade Keene

John O'Brien

Harold Kalick

Tom Armstrong

Roger LaPorte, Inspector of Buildings

Member(s) of the public: Mr. James Mulvey

List of Documents

- None

Meeting called to order

7:30 pm by Judith Riordan acting as Chairperson. Tim Sawyer is stepping down from the Board and Ms. Riordan recognized his years of services.

Approval of Minutes

The board will table minutes of 6/5/13.

#03-13 – Special Permit – Extension or alteration of a pre-existing non-conforming structure or use - Continued

Kevin Jones. Location: 145 Leeward Road. Map 29.4, Parcel 72 in an R-40 zoning district.

Proposal: applicant requesting supportive finding for an extension or alteration of a pre-existing non-conforming structure in accordance with Section 2320, and a Special Permit for an additional 10% gross floor area in accordance with Sections 2456 and 2457.

Sitting on the board: Tim Sawyer, Judith Riordan, Wade Keene and Harold Kalick. Tom Armstrong also present.

At the prior hearing the Board had expressed concern over the gross floor area, and told the applicant to consult with Town Planner, Coreen Moore. After meeting with the Town Planner last week, the applicant to come back with new thoughts. The ceiling height of the storage area has been reduced to 6'5", and the height of the door to the storage area has been reduced to a height of 4'. A notation has been put on the revised plans that the shed is to be removed. All recommendations of the Town Planner have been met.

No public comment.

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TOWN CLERK'S OFFICE
BOURNE, MASS

Sawyer MOVED and SECONDED by Keene to close hearing. Unanimous vote.

Keene MOVED and SECONDED by Kalick to make a supportive finding that the extension or alteration will not be more detrimental to the neighborhood than the existing non-conforming use, and to grant a Special Permit in case #03-13 for additional requirements for an additional 10% entry of door decreased to 4', ceiling height in storage be 6'5" and the shed removed and to be built with plans submitted.

Keene MOVED and SECONDED by Kalick to grant make a supportive finding in Case No. 03-13, that the requested extension or alteration will not be substantially more detrimental to the neighborhood than is the existing nonconforming use, and to grant a Special Permit under Section 2457 of the Bourne Zoning Bylaws for the departure, in accordance with the revised plans submitted, with the following conditions: The increase in gross floor area may not exceed 10% of the gross floor area set forth in Table 2457. In order to accomplish this, the existing shed must be removed and the ceiling height of the storage area may not exceed 6' 5". The storage entry door must meet the Town Planner's requirements by not exceeding 4' in height. The structure must be built in accordance with the "Revised" plans submitted for the June 19, 2013 ZBA hearing.

#06-13 Special Permit - Special Permit – Extension or alteration of a pre-existing non-conforming structure or use - Continued

Eric V. Lubrano. Location: 299 Barlows Landing Road, Pocasset. Map 43.2, Parcel 9 in an R-40 zoning district. Proposal: applicant to construct two handicap ramps and platform and 6'x10' deck.

Sitting on the board: Tim Sawyer, Judith Riordan, Wade Keene, Harold Kalick, and John O'Brien. Tom Armstrong also present.

Applicant looking for access to the house and yard. Both ramps are on the post office side. When complete the ramp will be 6' from the property line. The side is the only concern, not the back.

No public comment.

O'Brien MOVED and SECONDED by Sawyer to close public hearing. UNANIMOUS VOTE.

O'Brien MOVED and SECONDED by Kalick to make a supportive finding in Case No. 06-13, that the requested extension or alteration will not be substantially more detrimental to the neighborhood than is the existing nonconforming use; and that the applicant may build two 4'x 12' handicap ramps and a 6' x 10' deck may be built in accordance with the plans submitted. The ramps may be no closer than 6' from the property line. The vote was 5-0 in favor of the motion. The handicap ramps are needed to accommodate the homeowner's disability in order that he can have access to and egress from his home. The sideline setback must be reduced from 12' to 6' in order to accommodate the ramp, without which would cause exceptional hardship to

the homeowner. The fire department had submitted a letter stating that it had no objection to the project as proposed.

#07-13 – Special Permit - Special Permit – Extension or alteration of a pre-existing non-conforming structure or use - Continued

Keith Dmytryek. Location: 16C Knollview Road. Map 14, Parcel 49.56 in an R-40 zoning district. Proposal: applicant seeks to raze and rebuild on existing site; excavation will accommodate new concrete foundation – no change in footprint or height.

Sitting on the board: Tim Sawyer, Judith Riordan, Wade Keene and Harold Kalick. Tom Armstrong recused himself from discussion and vote.

Applicant stated the height will be increased by 18'. Windows will be in the basement. Letter from the Fire Department has no objections to the Special Permit as proposed. Work will be not begin until the Fall 2013.

Hideaway Village Certification authorized by Hideaway Village Authorized Representative signed abutter's list dated 6/19/2013.

George Tirrell – 13H. He was notified but other abutters were not. Abutters did not look at the plans and has concerns with the drainage. There is an administrative error.

Paul Harney – 17C. He was not notified.

Roger Laporte – the Association will need to notify abutters of the 18' change that has been approved by the Association as well as an abutter list.

O'Brien MOVED and SECONDED by Kalick to continue hearing to 7/19/13 at 7:55 pm due to Hideaway Village Condo Association's improper notification to abutters. VOTE 5-0.

#08-13 – Variance

Jean Mallozzi. Location: 47 Buzzards Bay Avenue, Buzzards Bay. Map 19.4, Parcel 22 in an R-40 zoning district. Proposal: applicant to install 8'x12' shed.

Sitting on the board: Tim Sawyer, Judith Riordan, Wade Keene, John O'Brien, and Tom Armstrong. Harold Kalick also present.

Applicant is looking to get as far from the septic as possible. Variance is needed from setback requirements to avoid placing shed right on top of the septic system.

Roger Laporte – the lot is a unique lot as it is a corner lot, and will need to put shed in an area that will be the least intrusive to the septic system.

No board comments. No public comment.

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

Sawyer MOVED and SECONDED by Keene to grant Variance #08-13 for Jean Mallozzi at 47 Buzzards Bay Avenue, Buzzards Bay. Map 19.4, Parcel 22 in an R-40 zoning district per plans dated 8/13/09 to install 8'x12' shed as close to the property line as possible next to the 6' high fence, due to hardship caused by the shape of the land and the proximity of the septic system. VOTE 5-0.

Old Business:

None.

New Business:

None.

Public Comment:

None.

Adjournment

Keene MOVED and SECONDED by Kalick to adjourn. Meeting adjourned at 8:10 pm.
UNANIMOUS VOTE.

Respectfully submitted,
Lisa Groezinger, sec.



**TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue
Buzzards Bay, MA 02532**



AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
<u>Wednesday, July 17, 2013</u>	<u>7:30 P.M.</u>	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

• **AGENDA ITEMS**

7:30 p.m. – Approval of minutes

7:35 p.m. – #09-13 – Variance

Timothy Lacasse c/o Bracken Engineering. Location: 81 Squanto Road, Sagamore Beach. Map 4.1, Parcel 85 in an R-40 zoning district. Proposal: Applicant requests setback variances for proposed garage.

7:40 p.m. - #10-13 - Special Permit- Extension or Alteration of a Pre-existing non-conforming structure or use

Alfred & Barbara Morton. Location: 175 Presidents Road, Gray Gables. Map 26.1, Section 147 in an R-40 zoning district. Proposal: Applicant requesting to construction addition within the area of existing deck and to construct a new deck.

7:45 p.m. - #11-13 – Kennel License

Robert Fitzpatrick. Location: 101 Lake Drive, Pocasset. Map 44.4, Parcel 34 in an R-40 zoning district. Proposal: Applicant seeks Kennel License.

7:50 p.m. - #12-13 - Special Permit- Extension or Alteration of a Pre-existing non-conforming structure or use

Michael Ryan. Location: 10 Kendrick Lane, Pocasset. Map 43.1, Parcel 40 in an R-40 zoning district. Proposal: Applicant requesting to remove an existing non-conforming structure and replace with new garage.

Old Business:

New Business:

Public Comment:

Members Present:

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 TOWN CLERK'S OFFICE
 BOURNE, MASS



TOWN OF BOURNE
 BOARD OF APPEALS
 24 Perry Avenue
 Buzzards Bay, MA 02532



AMENDED AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
<u>Wednesday, July 17, 2013</u>	<u>7:30 P.M.</u>	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

• AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. – #09-13 – Variance

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7:50 p.m. - #12-13 - Special Permit- Extension or Alteration of a Pre-existing non-conforming structure or use

Michael Ryan. Location: 10 Kendrick Lane, Pocasset. Map 43.1, Parcel 40 in an R-40 zoning district. Proposal: Applicant requesting to remove an existing non-conforming structure and replace with new garage.

7:55 p.m. - #07-13 – Special Permit – Extension or Alteration of a pre-existing non-conforming structure or use – Continued

Keith Dmytryek. Location: 16C Knollview Road. Map 14, Parcel 49.56 in an R-80 zoning district. Proposal: applicant seeks to raze and support existing house, excavate to accommodate new concrete foundation – no change in footprint or height.

Old Business:

New Business:

Public Comment:

Members Present:

TOWN CLERK'S OFFICE
 BOURNE, MASS
 2013 JUL 10 AM 9 05

**Zoning Board of Appeals
Minutes of July 17, 2013
Bourne Town Hall
Buzzards Bay, MA 02532**

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TOWN CLERK'S OFFICE
BOURNE, MASS

.....
Lee Berger, Chairman
Judith Riordan
Wade Keene
John O'Brien
Harold Kalick
Tom Armstrong

Roger LaPorte, Inspector of Buildings

Member(s) of the public: Mr. James Mulvey

List of Documents

- None

Meeting called to order

7:30 pm by Chm. Berger.

Approval of Minutes

Riordan moved and seconded by O'Brien to approve minutes of 4/3/13 as submitted.
VOTE 5-0.

O'Brien moved and seconded by Riordan to approve minutes of 6/5/13 as submitted.
VOTE 5-0.

O'Brien moved and seconded by Riordan to approve minutes of 6/19/13 as amended.
VOTE 5-0.

#09-13 - Variance

Timothy Lacasse c/o Bracken Engineering. Location: 81 Squanto Road, Sagamore Beach. Map 4.1, Parcel 85 in an R-40 zoning district. Proposal: Applicant requests setback variances for proposed garage.

Sitting on the board: Lee Berger, Judith Riordan, Wade Keene, John O'Brien, Harold Kalick. Also present: Tom Armstrong

Chm. Berger read letter dated 6/27/13 sent to Roger by Bracken Engineering requesting a continuance.

Riordan MOVED and SECONDED by Kalick to continue Variance #09-13 to 8/7/13 at 7:50 pm.
VOTE 5-0.

#10-13 - Special Permit- Extension or Alteration of a Pre-existing non-conforming structure or use

Alfred & Barbara Morton. Location: 175 Presidents Road, Gray Gables. Map 26.1, Parcel 147 in an R-40 zoning district. Proposal: Applicant requesting to construct an addition within the area of the existing deck and to construct a new deck.

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

Ms. Barbara Frappier – request is for the purpose of enlarging master bedroom and to put a little eating area on the kitchen. Area would have a deck and be no closer to the property line than the existing structure.

No public comment.

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

Riordan MOVED and SECONDED by Kalick to make a Supportive Finding that the proposed addition will not be substantially more detrimental to the neighborhood than is the existing nonconforming use, for the approval of Special Permit #10-13 to Alfred & Barbara Morton at 175 Presidents Road, Gray Gables. Map 26.1, Parcel 147, to enable the construction of an addition within the area of the existing deck and to construct a new deck per plans submitted.
VOTE 5-0.

#11-13 - Kennel License

Robert Fitzpatrick. Location: 101 Lake Drive, Pocasset. Map 44.4, Parcel 34 in an R-40 zoning district. Proposal: Applicant seeks Kennel License.

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

The applicant was not present when the case was called. Kalick MOVED and SECONDED by Riordan to table hearing to the end of the agenda. VOTE 5-0.

Thereafter Mr. Laporte stated that the applicant informed him that he was not notified of the meeting.

Riordan MOVED and SECONDED by O'Brien to continue hearing to 8/7/13 at 8:00 pm.
VOTE 5-0.

#12-13 - Special Permit- Extension or Alteration of a Pre-existing non-conforming structure or use

Michael Ryan. Location: 10 Kendrick Lane, Pocasset. Map 43.1, Parcel 40 in an R-40 zoning district. Proposal: Applicant requesting to remove an existing non-conforming structure and replace with new garage.

Sitting on the board: Lee Berger, Judith Riordan, Wade Keene, John O'Brien, Harold Kalick. Also present: Tom Armstrong

Mr. Don DuBerger, the contractor, stated that the plan was to move the existing barn (which includes kitchen and bathroom facilities) to a location closer to Kendrick Lane; and to build a new barn (without a kitchen or bathroom facilities) for boat storage purposes in approximate location of from which the present barn is being moved.

The applicant owns both lots, one abutting Barlows Landing Road and one abutting Kendrick Lane. Applicant would like to continue to access his home on Barlows Landing Road from Barlows Landing Road, but will access the existing barn (with living conditions) from Kendrick. On the lot in issue, there will be two structures, one barn with living conditions and one barn with storage conditions only. No issues per Building Inspector Mr. Laporte.

No further board comments. No public comment.

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

Riordan MOVED and SECONDED by O'Brien to make a Supportive Finding that the proposed extension or alteration will not be substantially more detrimental to the neighborhood than is the existing nonconforming use, for the approval of Special Permit #12-13 to Michael Ryan at 10 Kendrick Lane, Pocasset. Map 43.1, Parcel 40, to allow for the relocation of an existing non-conforming structure and replacement with a new garage (also called a barn) that will be non-conforming, in accordance with site plans dated 7/22/11. VOTE 5-0.

#07-13 - Special Permit - Extension or Alteration of a pre-existing non-conforming structure or use - Continued

Keith Dmytryek. Location: 16C Knollview Road. Map 14, Parcel 49.56 in an R-80 zoning district. Proposal: applicant seeks to raise and support existing house, excavate to accommodate new concrete foundation - no change in footprint or height.

Tom Armstrong recused himself from discussion and vote.

Sitting on the board: Lee Berger, Judith Riordan, Wade Keene, John O'Brien. Also present: Harold Kalick

Keith Dmytryek is the contractor. The owner of the condominium is Susan Rooks (also referred to as Susan Brooks in some of the documentation). The home currently has no foundation, and

is supported by piers. The proposal is to lift the building and put a concrete foundation underneath. 24" below street grade, proposing to bring up to 6" below street grade. The proposed project will raise the roofline 18". No change in size.

Fire Department has no objection. This hearing was continued due to inappropriate notification of abutters at the last meeting. Certification of notification to abutters is now in the Board's files.

John Tirrell, another condominium homeowner across the street from 16C Knollview Road, is concerned about his view if this project goes through. He says the house will tower over the existing cottages. He brought in pictures to show the board how his water view would be affected. He said the house was approved by the condominium association on 6/14/13 without raising the house. Mr. Tirrell was not given 30 day's notification of the second condominium association letter that approved the 18' increase in height. He submitted a picture or the file.

Mr. Dmytryk said raising the house 18" will divert less water around either side of the house and under the house. It is currently running underneath and on both sides of the house.

Mr. Laporte suggested to the applicant that he could raise the house with a hip roof which can still be cathedral. Mr. Tirrell's side will gain a little more view.

Mr. Dmytryk responded that changing the roof would cost too much. He suggested raising the house only 9", which would not be a financial burden to his applicant.

Mr. Tirrell requested that Mr. Dmytryk put up boards on the roof of the house showing the 9" increase so he could know what it would look like in advance of the Board's decision.

Riordan MOVED and SECONDED by Keene to continue public hearing to 8/7/13 at 7:55 pm.
VOTE 4-1. (Kalick opposed).

Old Business:

Decision Forms – Chm. Berger emailed to the board members. Once typed, email to Lee Berger for review.

New Business: None.

Public Comment: None.

Adjournment: Riordan MOVED and SECONDED by Kalick to adjourn. Meeting adjourned at 9:00 pm. UNANIMOUS VOTE.

Respectfully submitted,
Lisa Groezinger, sec.



TOWN OF BOURNE
 BOARD OF APPEALS
 24 Perry Avenue
 Buzzards Bay, MA 02532



AMENDED AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
<u>Wednesday, August 7, 2013</u>	<u>7:30 P.M.</u>	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

• AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. – #13-13 - Special Permit- Accessory Dwelling
 Joseph Sciacca. Location: 15 Adams Street, Sagamore Beach. Map 11.4, Parcel 87 in an R-40 zoning district.
 Proposal: Applicant wishes to build an in-law apartment.

7:40 p.m. - #14-13 – Special Permit – Accessory Dwelling
 Lynne Besse. Location: 2 Shamrock Lane, Buzzards Bay. Map 19.4, Parcel 302 in an R-40 zoning district. Proposal:
 Applicant wishes to build an in-law apartment.

7:45 p.m. - #15-13 – Variance
 Julian Harwood. Location: 9 Harwood Drive, Pocasset. Map 34, Section 105 in an R-20 zoning district. Proposal:
 Applicant wishes to construct garage.

7:50 p.m. – #09-13 – Variance
 Timothy Lacasse c/o Bracken Engineering. Location: 81 Squanto Road, Sagamore Beach. Map 4.1, Parcel 85 in an
 R-40 zoning district. Proposal: Applicant requests setback variances for proposed garage.

7:55 p.m. - #07-13 – Special Permit – Extension or Alteration of a pre-existing non-conforming structure or use –
 Continued
 Keith Dmytryek. Location: 16C Knollview Road. Map 14, Parcel 49.56 in an R-80 zoning district. Proposal:
 applicant seeks to raze and support existing house, excavate to accommodate new concrete foundation – no
 change in footprint or height.

8:00 p.m. - #11-13 – Kennel License
 Robert Fitzpatrick. Location: 101 Lake Drive, Pocasset. Map 44.4, Parcel 34 in an R-40 zoning district. Proposal:
 Applicant seeks Kennel License.

Old Business:

New Business:

Public Comment:

Members Present:

BOURNE, MASS
 TOWN CLERK'S OFFICE
 2013 JUL 18 AM 10 41

**Zoning Board of Appeals
Minutes of August 7, 2013**

**Bourne Town Hall 2013 AUG 22 AM 9 59
Buzzards Bay, MA 02532**

.....
Lee Berger, Chairman
Judith Riordan
Wade Keene
John O'Brien
Harold Kalick
Tom Armstrong

TOWN CLERK'S OFFICE
BOURNE, MASS

Roger Laporte, Inspector of Buildings

Member(s) of the public: Mr. James Mulvey

List of Documents

- None

Meeting called to order

7:30 pm by Chm. Berger.

Approval of Minutes

Riordan MOVED and SECONDED by O'Brien to table minutes of 7/17/13. VOTE 5-0.

7:35 p.m. - #13-13 - Special Permit- Accessory Dwelling

Joseph & Flavia Sciacca. Location: 15 Adams Street, Sagamore Beach. Map 11.4, Parcel 87 in an R-40 zoning district. Proposal: Applicant wishes to build an in-law apartment.

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

Mr. and Mrs. Sciacca stating they are selling the property to their son who presently lives with them in the downstairs apartment. The upstairs apartment will be rented. They want to build an in-law apartment for themselves in the barn.

Chm. Berger asked Mr. LaPorte whether the structure is a grandfathered 2-family home. Mr. LaPorte was unaware that it was a 2 family home, and he would look into the matter.

Chm. Berger is not aware of any bylaws that prohibit a legal, grandfathered 2-family from having an accessory dwelling.

O'Brien stated that the purpose of an in-law apartment was for the in-laws and couldn't become another rental unit.

Chm. Berger informed the applicant that the permit goes to particular individuals lasting three years. At the end of the three years, another permit will need to be issued, by the building inspector if the same people will occupy the accessory dwelling, or by the Board of Appeals if the occupants will change. It should be understood that the accessory dwelling can never be used for a summer rental, boarding or lodging, or other commercial use, unless to provide housing at an unusually low cost or for some other significant community purpose such as facilitating care for the elderly or handicapped.

Keene stated he would like clarification as to whether or not the main structure is grandfathered as a two family dwelling before putting the matter to a vote.

Mr. Laporte said he would investigate the Assessor's records and report back to the Board.

Chm. Berger stated that approval by the Board of Health is also required by the bylaws.

Leon Cremoninoe stated he is an abutter and is in support of the application.

Riordan MOVED and SECONDED by Kalick to continue public hearing to 8/21/13 at 7:35 pm for clarification as to whether or not the property is grandfathered for a two-family dwelling, and to enable the applicant to present a drawing of the barn that he wishes to live in, and to obtain written approval from the Board of Health. VOTE 5-0.

7:40 p.m. - #14-13 - Special Permit - Accessory Dwelling

Lynne Besse. Location: 2 Shamrock Lane, Buzzards Bay. Map 19.4, Parcel 302 in an R-40 zoning district. Proposal: Applicant wishes to build an in-law apartment.

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

Ms. Besse – looking for an in-law apartment for her mother-in-law who suffers from C.O.P.D. The addition would be built to the left of the building.

Chm. Berger –read Jamie McLaughlin letter of support into the record.

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

Riordan MOVED and SECONDED by Keene to make a Supportive Finding that the addition is not substantially more detrimental to the neighborhood than is the pre-existing non-conforming structure, to approve Special Permit #14-13 for Lynne Besse at 2 Shamrock Lane, Buzzards Bay, Map 19.4, Parcel 302 to build an in-law apartment for Ms. Ronan Gould subject to the following conditions: the addition must be built in accordance with plans prepared by Wayne John

Jacques Architectural Design dated 3/16/13 and on file with the board of Appeals; and prior to the issuance of a building permit, the Board of Health must document to the Board of Appeals that sewage disposal will be satisfactorily provided for, including provision for an appropriate reserve area on the site; and the only occupant of the accessory dwelling shall be Ronan Gould. VOTE 5-0.

7:45 p.m. - #15-13 - Variance

Julian Harwood. Location: 9 Harwood Drive, Pocasset. Map 34, Section 105 in an R-20 zoning district. Proposal: Applicant wishes to construct a garage.

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

Applicant seeking to construct 16'x22' garage attached to the house, lining up with the front of the house. The unusual shape of the lot, the topography of the lot, and the placement of the septic do not allow for any other location (unless the septic system was moved, which would be a substantial financial burden). The set-back variance requested would still be far more than 30' from the paved portion of the road.

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

Riordan MOVED and SECONDED by O'Brien to grant Variance to #14-13 to Julian Harwood at 9 Harwood Drive, Pocasset to construct a 1-car garage. Variance due to unusual shape of the lot and the placement of the septic which doesn't allow for other positioning. Variance allows 27.6 inches from the front lot line to the north corner of the garage, and 28.9 inches from the front lot line to the south corner of the garage. The garage must be built in accordance with the plans on file with the Board of Appeals. VOTE 5-0.

7:50 p.m. - #09-13 - Variance - Continued

Timothy Lacasse c/o Bracken Engineering. Location: 81 Squanto Road, Sagamore Beach. Map 4.1, Parcel 85 in an R-40 zoning district. Proposal: Applicant requests setback variances for proposed garage.

Sitting on the board: Lee Berger, Judith Riordan, Wade Keene, John O'Brien and Harold Kalick. Also present: Thomas Armstrong

Mr. Donald Bracken for applicant. The property is located at the intersection of Squanto Road and Williston Road. Surrounding the property are existing structures, except for a vacant lot to the south of the property. The house is located in the southwest corner of the property. The proposal is to locate the garage in the present driveway. Both roads are 50FT wide and the proposed garage will be 15' from the right of way for the roadway but 22 feet from the paved roadway. (The required front yard setback is 20'.) The septic system is located in the front of the lot and the lot is higher on three sides of the structure except for where the garage is proposed. The applicant also needs a side yard setback variance from 12' to 11'. Without the

variances the driveway would have to be relocated at significant cost. The basement is located at the end of the garage. This is the only practical place for the garage. Also, while the drawings submitted call for a 22' x 22' garage, in order to keep the square footage of the garage below 480 square feet so that the square footage of the garage does not have to be counted for purposes of "maximum square feet" as required by section 2457 of the bylaws, the size of the garage will need to be "shaved" to a size no greater than 22'x21'.9.

Chm. Berger read a letter from abutter Charles Casassa to the effect that he was in favor of the project.

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

Riordan MOVED and SECONDED by O'Brien to grant Variance #09-13 for the property located at 81 Squanto Road, Sagamore Beach, owned by Timothy Lacasse, allowing setback variances for the proposed garage, which shall not exceed 22'x21'.9'. The variance is granted due to the unusual shape of the lot, the typography making the proposed location of the garage the only location for a garage that would not cause substantial financial hardship; and because granting the variance will not cause substantial detriment to the public good and will not nullify or substantially derogate from the purpose or intent of the setback bylaws, primarily because the roadway layout is 50' wide and the garage will be no closer than 22' from the pavement. Specifically, the proposed garage will be no closer than 15' from the front yard lot line and no closer than 11' from the side yard lot line, in accordance with the plans submitted and dated 1/17/13 (except that the size of the proposed garage will be as stated above.
VOTE 5-0.

7:55 p.m. - #07-13 - Special Permit - Extension or Alteration of a pre-existing non-conforming structure or use - Continued

Keith Dmytryk. Susan Rooks. Location: 16C Knollview Road. Map 14, Parcel 49.56 in an R-80 zoning district. Proposal: applicant seeks to raise and support existing house, excavate to accommodate new concrete foundation - no change in footprint or height.

Sitting on the board: Lee Berger, Judith Riordan, Wade Keene, John O'Brien and Harold Kalick.

Tom Armstrong recused himself from discussion and vote.

This hearing was continued from July 17, 2013, to allow the contractor to put up boards on the house to enable the neighbors, specifically John Tirrell who resides at 13H Knollview Road, to view the impact of the project upon the waterview.

John Tirrell stated that he is agreeable to the application as long as there is a guarantee that the house will not be raised more than 9-inches.

Chm. Berger read into the record a 6/14/13 Hideaway Village approval letter allowing an increase in height of no higher than 18-inches into the record.

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

Riordan MOVED and SECONDED by Kalick to make a Supportive Finding that the extension or alteration is not substantially more detrimental to the neighborhood than is the pre-existing non-conforming structure, to approve Special Permit #07-13 to Susan Rooks at 16C Knollview Road to raise and support existing dwelling, excavate to accommodate new concrete foundation with height not to exceed nine inches (9") above the existing height, to be proven by presenting certified "as built plans" to the Building Inspector. VOTE 5-0.

8:00 p.m. - #11-13 - Kennel License - Continued

Robert Fitzpatrick. Location: 101 Lake Drive, Pocasset. Map 44.4, Parcel 34 in an R-40 zoning district. Proposal: Applicant seeks Kennel License.

Sitting on the board: Lee Berger, Judith Riordan, Wade Keene, John O'Brien and Harold Kalick.
Also present: Thomas Armstrong

Chm. Berger stated that if the Board of Appeals granted the Kennel License, the applicant would still need the approvals of the Board of Health and the Animal Control Officer.

Applicant has seven dogs. The whole yard is fenced. Two dogs are their daughter's, who is currently living with the applicants, and one dog (the Rottweiler) belongs to their son, who is serving overseas. The applicants own four dogs of their own.

Daniel & Stacey DuBerger – abutters, commented on the dogs being sensitive and had concerns about the safety of the fence. Ms. DuBerger was looking for clarification of what the kennel requirements are.

Applicant said the fence is secure and the dogs have never broken through the fence.

Kalick – asked about a confined kennel. Applicant said if he confined the dogs they would be howling all the time. Abutter doesn't feel the dogs don't need to be kenneled like that.

Chm. Berger suggested installing a 6' fence along the lot line between lots 34 and 35, a distance of 60.30'. The present and new fence should be approved for safety by the animal control officer. And any license issued should be subject to further review if there are complaints by neighbors.

Mr. Mulvey – he commented that the Rottweiler may become more aggressive and bark more as he matures. (The Rottweiler is 1 ½ years old.)

The applicant submitted a letter from the Town Clerk, dated 4/5/13, that listed the names and breeds of the dogs. The dogs are:

- Bear – Rottweiler
- Zoe – Shepard Mix
- Joe – Terrier Mix
- Petey – Rat Terrier
- Bucko – Rat Terrier
- Pip – Beagle
- Chance – Rat Terrier

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

Kalick MOVED and SECONDED by Riordan to approve a Kennel License #11-13 for Robert Fitzpatrick at 101 Lake Drive, Pocasset to Robert Fitzpatrick with the following conditions:

- 1) Only the seven (7) dogs listed on the 4/5/13 letter from Wendy Chapman to Mr. Fitzpatrick at 101 Lake Drive, are allowed on the premises.
- 2) The Kennel License is subject to approval by the Board of Health and the Animal Control Officer.
- 3) The dog population cannot increase and must decrease by attrition. If any dog dies or otherwise leaves the premises, it cannot be replaced with another dog.
- 4) No boarding or breeding is allowed.
- 5) The current fence and a new 6' high fence along the 60.39' of property between lots 34 and 35 must be approved for safety purposes by the animal control officer.
- 6) The license is subject to further review in the event that there are additional complaints by neighbors.

VOTE 5-0.

Old Business:

Harold Kalick – requirements for documentation discussion.

New Business:

Chm. Berger – Re-organization to be put on the agenda for the 9/4/13 meeting. Zoning Bylaws were handed out to the board members.

Public Comment:

Mr. Mulvey – inquired about setting out stakes. Chm. Berger stated we should figure out a way to implement such a requirement.

Adjournment

O'Brien MOVED and SECONDED by Kalick to adjourn. Meeting adjourned at 9:10 pm.

UNANIMOUS VOTE.

Respectfully submitted,
Lisa Groezinger, sec.



**TOWN OF BOURNE
 BOARD OF APPEALS
 24 Perry Avenue
 Buzzards Bay, MA 02532**



AGENDA

DATE

Wednesday, August 21, 2013

TIME

7:30 P.M.

LOCATION

Bourne Town Hall
 24 Perry Avenue
 Buzzards Bay, MA 02532

AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. - #13-13 - Special Permit- Accessory Dwelling - Continued

Joseph & Flavia Sciacca. Location: 15 Adams Street, Sagamore Beach. Map 11.4, Parcel 87 in an R-40 zoning district. Proposal: Applicant wishes to build an in-law apartment.

Old Business:

New Business:

Public Comment:

Members Present:

_____	_____	_____
_____	_____	_____
_____	_____	_____

2013 AUG 19 PM 1 54
 TOWN CLERK'S OFFICE
 BOURNE, MASS

**Zoning Board of Appeals
Minutes of August 21, 2013
Bourne Town Hall**

Buzzards Bay, MA 02532 2013 SEP 4 PM 3 54

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Lee Berger, Chairman
Judith Riordan (excused)
Wade Keene
John O'Brien (excused)
Harold Kalick
Tom Armstrong

TOWN CLERK'S OFFICE
BOURNE, MASS

Roger Laporte, Inspector of Buildings (excused)

Member(s) of the public: Mr. James Mulvey

List of Documents

- None

Meeting called to order

7:30 pm by Chm. Berger.

Approval of Minutes

Kalick MOVED and SECONDED by Keene to approve minutes of 7/17/13 as submitted.

VOTE 4-0.

Kalick MOVED and SECONDED by Keene to approve minutes of 8/7/13 as submitted. VOTE 4-0.

7:35 p.m. - #13-13 - Special Permit- Accessory Dwelling - Continued

Joseph & Flavia Sciacca. Location: 15 Adams Street, Sagamore Beach. Map 11.4, Parcel 87 in an R-40 zoning district. Proposal: Applicant wishes to build an in-law apartment.

Sitting for the board: Lee Berger, Wade Keene, Harold Kalick, and Tom Armstrong.

Chm. Berger explained to the applicant that special permits require 4 affirmative votes, and since the Board consists of 5 members but only 4 are present tonight, if there is a motion to grant the special permit the vote in favor of the motion must be unanimous or it would not pass, and if there isn't a favorable unanimous vote, the applicant would need to wait a year before re-applying for a permit. The applicant chose to move forward tonight.

Chm. Berger explained that the hearing had been continued to 1) allow the building inspector to investigate whether the two family dwelling was legally grandfathered - he determined that it was legally grandfathered; 2) to allow the applicant time to present a drawing of the entire building he wanted to renovate - he has submitted a 2 page plan dated 8/21/13; and 3) to

obtain documentation from the Board of Health that the septic system was adequate – a letter dated 8/20/13 from the Board of Health was submitted.

Chm. Berger explained to the applicants that since the septic system is sufficient for only 5 bedrooms, and the main dwelling (a legal grandfathered two family home containing two bedrooms each) contains 4 bedrooms, the accessory dwelling can only contain one bedroom. Thus, they will not be able to enclose more than one room or it would count as a bedroom under the Bourne Board of Health regulations. Applicant stated he understood.

Applicant told the board the property has been sold to their son, Anthony Sciacca, as of last week.

The Board discussed the fact that three dwellings were being permitted on one lot, but that this seemed appropriate under the circumstances and not prohibited by the bylaws. No public comment.

Armstrong MOVED and SECONDED by Kalick to close public hearing. VOTE 4-0.

Kalick MOVED and SECONDED by Armstrong to approve Special Permit #13-13 for an accessory dwelling at 15 Adams Street, Sagamore Beach, Map 11.4, Parcel 87, for the exclusive use of Joseph and Flavia Sciacca with the conditions stated in the Board of Health letter dated 8/20/13 modifying the plans submitted and dated 8/21/13. Also, all of the requirements of Section 4120 must be complied with, a copy of the deed showing Anthony Sciacca as the owner of the property must be presented to the Building Inspector before a Building Permit before the building permit is issued.

VOTE 4-0.

Old Business:

Chm. Berger – 9/4/13 agenda will include re-organization. Discussion of possible requirement that applicants stake out property for work to be done, if applicable. Discussion of a possible policy relative to the proper documentation needed before coming before the board.

Keene – Board of Health regulations with regard to kennel license brought up before the board. Chm. Berger will discuss further with Ms. Coffin for further clarification. Chm. Berger – maybe the board should issue their own policy as to whether the Board of Health or the Animal Control Officer should act first before the Board of Appeals acts.

New Business: None

Public Comment: Jim Mulvey complemented Harold Kalick on the questions he had and the thoughtful motion he presented relative to the accessory dwelling permit.

Adjournment

Kalick MOVED and SECONDED by Armstrong to adjourn. Meeting adjourned at 8:17 pm.
UNANIMOUS VOTE.

Respectfully submitted,
Lisa Groezinger, sec.



TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue
Buzzards Bay, MA 02532



2013 SEP 16 PM 12 00 AGENDA

DATE
Wednesday, September 18, 2013

TOWN CLERK'S OFFICE
BOURNE, MASS

TIME
7:30 P.M.

LOCATION
Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

• AGENDA ITEMS

7:30 p.m. – Approval of minutes - 8/7/13 and 8/21/13

7:35 p.m. – #16-13 - Special Permit- Accessory Dwelling - Continued

Michele Dayton. Location: 585 Shore Road, Monument Beach. Map 34.0, Parcel 65 in a R-3 zoning district. Proposal: Applicant seeks to change garage space to in-law apartment.

Old Business:

New Business:

Board Re-organization

Discussion of possible requirement for applicants to stake out property for work to be done, if applicable.

Discussion of a possible policy relative for proper documentation before coming before the board.

Public Comment:

Members Present:

**Zoning Board of Appeals
Minutes of September 18, 2013
Bourne Town Hall
Buzzards Bay, MA 02532**

Lee Berger, Chairman
Judith Riordan
Wade Keene
John O'Brien
Harold Kalick (excused)
Tom Armstrong

Roger Laporte, Inspector of Buildings (excused)

Member(s) of the public: Mr. James Mulvey

List of Documents

- None

Meeting called to order
7:30 pm by Chm. Berger.

Approval of Minutes

Riordan MOVED and SECONDED by O'Brien to table minutes of 9/4/13. VOTE 5-0.

#16-13 - Special Permit- Accessory Dwelling - Continued

Michele Dayton. Location: 585 Shore Road, Monument Beach. Map 34.0, Parcel 65 in a R-3 zoning district. Proposal: Applicant seeks to change garage space to in-law apartment.

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

Chm. Berger read into record of Cynthia Coffin, Health Agent dated Monday, 9/16/13. Chm. Berger read into record his response to Ms. Coffin.

Ms. Dayton said Ms. Coffin has not been to her property. She stated a septic company can dig up her septic tomorrow. She thought it would have to be continued at this time.

O'Brien – the building will look the same if the board approves her application. Mr. Laporte said he didn't have the manpower to monitor.

Armstrong – he is in favor of the applicant's request.

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TOWN CLERK'S OFFICE
BOURNE, MASS.

Keene – has concerns about work that has been done and people have lived in her basement and how will the town monitor who she is renting the property to.

Chm. Berger – conditions can be put on the application. Portia and the baby would live in the addition part. No additional rentals. How you police is have a neighbor calling the Building Department.

Ms. Dayton – spoke with her daughter about the contract between her and her daughter to work with her neighbors. Chm. Berger recommended a written lease.

Mr. Woodside – the decision criteria implemented by this board is what upsets him the most. He talked about Section 1330. Testimony and the police report is not being considered in its entirety. No issue with exemptions if they are appropriate. This issue is not appropriate.

Chm. Berger – there is a difference of opinion.

Ms. Dayton – said everything that has been done has permits.

O'Brien – Mr. Laporte was clear that work has been done beyond what he anticipated and wonders why the Building Department clarifying the issue before the board considers. Chm. Berger said once start building after their decision, there should be an accessory apartment for the applicant's daughter and grandchild. He suggests continuing hearing for Mr. Laporte's input and Ms. Coffin's input.

Mr. Woodside – has no issue with the daughter moving into the house, not the addition. His issue is with the totality of the whole project.

Dean Shortie – commented on Mr. Woodside having a hard time to sell his home with the garage. The cart was put before the house. The property isn't zoned for an apartment.

Mr. Woodside – granting this permit would give applicant an occupancy permit per the bylaw.

O'Brien MOVED and SECONDED by Armstrong to 10/2/13 at 7:50 pm. VOTE 5-0.

O'Brien – would like the status of enforcements and the Board of Health decision.

Old Business:

New Business:

Board Re-organization

Riordan MOVED and SECONDED by Armstrong to appoint Lee Berger as Chairman of the Zoning Board of Appeals. VOTE 5-0.

Keene MOVED and SECONDED by Riordan to appoint John O'Brien as Vice Chairman of the Zoning Board Appeals. VOTE 5-0.

Riordan MOVED and SECONDED by Armstrong to appoint Wade Keene as Clerk of the Zoning Board of Appeals. VOTE 5-0.

Continue both discussions for the next meeting of possible requirement for applicants to stake out property for work to be done, if applicable. Also, discussion of a possible policy relative for proper documentation before coming before the board.

Public Comment:

Mr. Woodside – burden of proof should be with the applicant. They should provide to the board documents before the hearing.

Adjournment

O'Brien MOVED and SECONDED by Keene to adjourn. Meeting adjourned at 9:00 pm.
UNANIMOUS VOTE.

Respectfully submitted,
Lisa Groezinger, sec.



TOWN OF BOURNE
 BOARD OF APPEALS
 24 Perry Avenue
 Buzzards Bay, MA 02532



AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
Wednesday, October 2, 2013	7:30 P.M.	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

• AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. – #17-13 - Special Permit- Accessory Dwelling

Terri Morris. Location: 1 Country Way, Sagamore. Map 17.2, Parcel 43 in a R-40 zoning district. Proposal: Applicant seeks to finish 2nd level of 3 car garage for in-law suite.

7:40 p.m. - #18-13 - Special Permit – Extension or Alteration of a pre-existing non-conforming structure or use

Gregory Siroonian – RESCOM Architectural, Inc. Location: 14 Pine Hill Road, Cataumet. Map 54, Parcel 43 in an R-40 zoning district. Proposal: to maintain and extend and existing non-conforming 28.8 FT set back from the front property line to the structure.

7:45 p.m. - #19-13 – Special Permit – Extension or Alteration of a pre-existing non-conforming structure or use

Gregory Siroonian – RESCOM Architectural, Inc. Location: 127 Leeward Road. Map 29.4, Parcel 109 in an R-40 zoning district. Proposal: Applicant requests that allowed GSF allowed by Section 2450 be increased by 180 SF or 9.3%.

7:50 p.m. – #16-13 - Special Permit- Accessory Dwelling - Continued

Michele Dayton. Location: 585 Shore Road, Monument Beach. Map 34.0, Parcel 65 in an R-3 zoning district. Proposal: Applicant seeks to change garage space to in-law apartment.

Old Business:

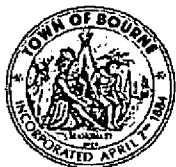
New Business:

Public Comment:

Members Present:

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_____	_____	_____
_____	_____	_____

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 TOWN CLERK'S OFFICE
 BOURNE, MASS



**TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue
Buzzards Bay, MA 02532**



AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
Wednesday, October 2, 2013	7:30 P.M.	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. – #17-13 - Special Permit- Accessory Dwelling

Terri Morris. Location: 1 Country Way, Sagamore. Map 17.2, Parcel 43 in a R-40 zoning district. Proposal: Applicant seeks to finish 2nd level of 3 car garage for in-law suite.

7:40 p.m. - #18-13 - Special Permit – Extension or Alteration of a pre-existing non-conforming structure or use

Gregory Siroonian – RESCOM Architectural, Inc. Location: 14 Pine Hill Road, Cataumet. Map 54, Parcel 43 in an R-40 zoning district. Proposal: to maintain and extend and existing non-conforming 28.8 FT set back from the front property line to the structure.

7:45 p.m. - #19-13 – Special Permit – Extension or Alteration of a pre-existing non-conforming structure or use

Gregory Siroonian – RESCOM Architectural, Inc. Location: 127 Leeward Road. Map 29.4, Parcel 109 in an R-40 zoning district. Proposal: Applicant requests that allowed GSF allowed by Section 2450 be increased by 180 SF or 9.3%.

7:50 p.m. – #16-13 - Special Permit- Accessory Dwelling - Continued

Michele Dayton. Location: 585 Shore Road, Monument Beach. Map 34.0, Parcel 6 in R-40 zoning district. Proposal: Applicant seeks to change garage space to in-law apartment.

Old Business:

New Business:

Public Comment:

Members Present:

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_____	_____	_____
_____	_____	_____

2013 SEP 19 PM 1 16
 TOWN CLERK'S OFFICE
 BOURNE, MASS

**Zoning Board of Appeals
Minutes of October 2, 2013
Bourne Town Hall
Buzzards Bay, MA 02532**

Lee Berger, Chairman
Judith Riordan (excused)
Wade Keene
John O'Brien
Harold Kalick
Tom Armstrong

Roger Laporte, Inspector of Buildings

Member(s) of the public: Mr. James Mulvey

List of Documents

- None

Meeting called to order
7:30 pm by Chm. Berger.

Approval of Minutes

Wade MOVED and SECONDED by O'Brien to approve minutes of 9/4/13 as submitted.
VOTE 5-0.

O'Brien MOVED and SECONDED by Armstrong to approve minutes of 9/18/13 as submitted.
VOTE 5-0.

7:35 p.m. – #17-13 - Special Permit- Accessory Dwelling

Terri Morris. Location: 1 Country Way, Sagamore. Map 17.2, Parcel 43 in a R-40 zoning district.
Proposal: Applicant seeks to finish 2nd level of 3 car garage for in-law suite.

Sitting for the board: Lee Berger, Wade Keene, John O'Brien, Harold Kalick and Tom Armstrong

Chm. Berger read Board of Health into the record. The system will be adequate for the use.

Terri Morris – current house has three bedrooms. She is proposing to add an additional bedroom for a total of four bedrooms.

Applicant has an elderly mother who needs a place to stay.

Chm. Berger - questioned the diagram of the open area. The set up is one bedroom.

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TOWN CLERK'S OFFICE
BOURNE, MASS

Kalick – asked if any of the work has been started. Applicant responded that only the shell is there. No water, etc.

O'Brien – asked if there is an issue with applicant's two daughters living in the house with regard to the parking and the garage. Chm. Berger said the sewer issue is met. The accessory dwelling doesn't have to be occupied year-round.

No further board comment. No public comment.

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

Mr. Laporte – this lot has no impact on the neighborhood.

Keene MOVED and SECONDED by Armstrong to approve Special Permit #17-13 for an Accessory Dwelling for 1 Country Way in Sagamore, 17.2 Parcel 43 to finish the second level over a 3-car garage for applicant's mother Sally Barnicot and her two daughters Morgan Morris and Molly Morris according to the plans provided dated 10/2/13. VOTE 5-0.

7:40 p.m. - #18-13 - Special Permit – Extension or Alteration of a pre-existing non-conforming structure or use

Gregory Siroonian – RESCOM Architectural, Inc. for John and Joan Holden. Location: 14 Pine Hill Road, Cataumet. Map 54, Parcel 43 in an R-40 zoning district. Proposal: to maintain and extend and existing non-conforming 28.8 FT set back from the front property line to the structure.

Sitting for the board: Lee Berger, Wade Keene, John O'Brien, Harold Kalick and Tom Armstrong

Applicant looking to extend bedroom to setback line that now exists (1.4 FT). The septic is out back.

O'Brien – asked about the extension. The extension will be an A-frame.

Chm. Berger – asked if applicant will keep the fence. The applicant will keep the fence. The decision would need to be a finding from the board. A finding requires a majority vote.

No further board comment. No public comment.

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

O'Brien MOVED and SECONDED by Kalick to approve Special Permit #18-13 for John and Joan Holden at 14 Pine Hill Road, Cataumet, Map 54, Parcel 43 in an R-40 zoning district, to maintain and extend and existing non-conforming 28.8 FT set back from the front property line to the structure in accordance with plans dated 8/14/13 and site plan dated 8/14/13 and floor plans 8/26/13. VOTE 5-0.

7:45 p.m. - #19-13 – Special Permit – Extension or Alteration of a pre-existing non-conforming structure or use

Gregory Siroonian – RESCOM Architectural, Inc. Location: 127 Leeward Road. Map 29.4, Parcel 109 in an R-40 zoning district. Proposal: Applicant requests that allowed GSF allowed by Section 2450 be increased by 180 SF or 9.3%.

Sitting for the board: Lee Berger, Wade Keene, John O'Brien, Harold Kalick and Tom Armstrong

Applicant seeking to tear down in a Velocity Zone. Plans submitted to the Town Planner. Applicant is looking to obtain the small piece of enclosure and the set of closed stairs to get up to the house.

The enclosed parking will be on the side.

Mr. Laporte – disagrees with the Bylaw.

No further board comment. No public comment.

Keene MOVED and SECONDED by Kalick to close public hearing. VOTE 5-0.

Kalick MOVED and SECONDED by O'Brien to approve Special Permit #19-13 for Joyce Healy represented by Gregory Siroonian at 127 Leeward Road, Map 29.4, Parcel 109 in an R-40 zoning district to allow GSF allowed by Section 2450 be increased by 180 SF or 9.3% according with plans submitted on 8/15/13 by JK Holmgreen Engineering and plans dated 8/14/13 by RESCOM, Inc. VOTE 5-0.

7:50 p.m. – #16-13 - Special Permit- Accessory Dwelling - Continued

Michele Dayton. Location: 585 Shore Road, Monument Beach. Map 34.0, Parcel 65 in a R-3 zoning district. Proposal: Applicant seeks to change garage space to in-law apartment.

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

Chm. Berger – the latest letter from the Board of Health Agent was read into record. There has been no inspection done and she has requested that the board vote to either to continue or deny until the septic inspection has been done.

Ms. Dayton – there has been a misunderstanding with timing. She spoke with the Board of Health Assistant. She was told to hire someone to dig up the septic.

Chm. Berger – application was filed with the Clerk's office on 8/1/13. There are several options: 1) The board decides whether or not to deny application even if the Board of Health approves; 2) If the board continues to 11/6/13, request the applicant sign a waiver of time limits; 3) Allow

applicant to withdraw without prejudice and then re-file the application. He feels the simplest way would have the applicant sign a waiver of time limits.

Mr. Laporte – recommended a straw vote of the board. The consensus of the board was to not have a straw vote.

Applicant stated she would like to sign a waiver of time limitations. Chm. Berger filled out the said form dated 10/2/13 and applicant signed for the file.

Chm. Berger – after Mr. Laporte's office sent applicant a second letter, the applicant did contact his office which stopped the enforcement process because inspection was conducted. He saw what looked at a potential apartment. Mr. Laporte said the project is on hold at this time. Applicant told to comply that area was for storage or the other option was an Accessory Dwelling.

O'Brien – there are more issues than just the septic. He is uncomfortable with the after-the-fact he is uncomfortable with.

No further board comments. No public comments.

Armstrong MOVED and SECONDED by Keene to continue hearing based on lack of documentation (septic and enforcement procedure) to 11/6/13 at 7:45 pm.

Old Business:

Chm. Berger – informed the board of a meeting with regard to 40B. Mr. Kerry Horman printed out the handout and written comments. Copies will be sent to the members.

New Business:

ZBA Application:

Chm. Berger – raised issue with regard to Page 5 of the application – if criteria hasn't been met, board vote to designate decision writer. At the next meeting discuss draft decision before approving.

Mr. Mulvey – raised issue of having a quorum and or not have the original board members sitting on the board. He also described that the Conservation Commission's Conservation Agent drafts documents and at the next meeting the board reviews and votes to final.

Mr. Laporte – said that without making a decision, presumably in two weeks the decision could be changed. Abutters stand a chance of being confused.

Dennis Woodside – according to the Open Meeting Law, the draft is now a legal, public record and can cause issues. The emails between Chm. and the board members is still considered public record.

Chm. Berger – requested the board review the application and to bring any changes for review and discussion at the 11/6/13 meeting.

Public Comment:

None.

Adjournment

O'Brien MOVED and SECONDED by Keene to adjourn. Meeting adjourned at 9:00 pm.
UNANIMOUS VOTE.

Respectfully submitted,
Lisa Groezinger, sec.



**TOWN OF BOURNE
 BOARD OF APPEALS
 24 Perry Avenue
 Buzzards Bay, MA 02532**



AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
Wednesday, October 16, 2013	7:30 P.M.	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. – #20-13 - Special Permit- Kennei

Robert Mozeleski. Location: 1098 Sandwich Road. Map 18.2, Parcel 21 in a R-40 zoning district. Proposal: Applicant seeks a Kennel license.

7:40 p.m. - #21-13 - Variance

Frank Battles, Inc. Location: 48 and 50 MacArthur Blvd, Bourne. Map 24, Lot 18-1-R and 39 in a B-2 zoning district. Proposal: Applicant seeks Variance from Section 2500 I to vary the 50-foot front yard setback by 8 feet.

7:45 p.m. - #22-13 - Variance

Bruce J. Mackey, Jr. Location: 38 Center Street, Pocasset. Map 38.3, Lot 33 & 34 in an R-40 zoning district. Proposal: Applicant seeks Variance from Section 2500 set back.

Old Business:

New Business:

Public Comment:

Members Present:

_____	_____	_____
_____	_____	_____
_____	_____	_____

BOURNE, MASS
 TOWN CLERK'S OFFICE
 2013 OCT 4 PM 8 48

Zoning Board of Appeals
Minutes of October 16, 2013
Bourne Town Hall
Buzzards Bay, MA 02532

2013 NOV 7 PM 12 19
TOWN CLERK'S OFFICE
BOURNE, MASS

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

Roger Laporte, Inspector of Buildings (excused)

Member(s) of the public: Mr. James Mulvey

List of Documents

- None

Meeting called to order

7:30 pm by V. Chm. O'Brien

Approval of Minutes

No minutes tonight.

7:35 p.m. – #20-13 - Special Permit- Kennel

Robert Mozeleski. Location: 1098 Sandwich Road. Map 18.2, Parcel 21 in a R-40 zoning district.
Proposal: Applicant seeks a Kennel license.

Sitting for the Board: John O'Brien, Wade Keene, Judith Riordan, Harold Kalick and Tom Armstrong

Applicant has four small breeds from rescues over the past three years. No intent to breed them and have a well secured pen in the back yard. They are current with all of their shots and have not received any complaints from the neighbors. Dogs are obedient and indoor pets. Two Pekinese, Chihuahua and Pug mix ("Chug") and Bichon Frisaise.

Keene – asked about the size lot.

No other board comment. No public comment.

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

Riordan MOVED and SECONDED by Keene to grant #20-13 Special Permit for a Kennel for four dogs presently residing at the property: two and if the dogs leave, cannot replace or add but would have to re-apply and pending Board of Health approval. VOTE 5-0.

7:40 p.m. - #21-13 - Variance

Frank Battles, Inc. Location: 48 and 50 MacArthur Blvd, Bourne. Map 24, Lot 18-1-R and 39 in a B-2 zoning district. Proposal: Applicant seeks Variance from Section 2500 I to vary the 50-foot front yard setback by 8 feet.

Sitting for the Board: John O'Brien, Wade Keene, Judith Riordan, Harold Kalick and Tom Armstrong

Atty. Robert Mills for applicant here to seek variance from 50 FT setback by 8 FT. All of the pavement will be removed and will create a buffer. They will have to go to Mass Highway to close the curb. The hardship is Mr. Battles purchased the property for more display. Hardship relates to the soil conditions – there is no soil in the area and propose to move pavement and create an impervious landscape buffer.

O'Brien – asked if the current trucks will be closer to the property line. Applicant stated they will be further away with the variance.

Keene – asked about Mass Highway permission.

Mr. Laporte – zoning changed and a lot of places are non-conforming. The Planning Board accepts the application pending the Board of Appeals decision.

The gas station is currently closed. Abutters do not have any issues with the application.

No further board comment. No public comment.

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

Riordan MOVED and SECONDED by Keene to grant Variance #21-13 to Frank Battles, Inc. at this area to be landscaped as shown in plans submitted. VOTE 5-0.

7:45 p.m. - #22-13 - Variance

Bruce J. Mackey, Jr. Location: 38 Center Street, Pocasset. Map 38.3, Lot 33 & 34 in an R-40 zoning district. Proposal: Applicant seeks Variance from Section 2500 set back.

Sitting for the Board: John O'Brien, Wade Keene, Judith Riordan, Harold Kalick and Tom Armstrong

Applicant seeking to add shed back and out of the way backing up to another shed behind applicant's property.

Wade – shed is 10'x14'. The shed will be purchased from The Shed Place.

O'Brien – the shed will be out of view. Applicant stated yes and out of the way of the septic system.

No further board comment. No public comment.

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

MOVED and SECONDED by to grant #22-13 Variance for Bruce Mackey at and will put the shed no closer than 3 FT to the back plot line per plans submitted dated 1/11/92. VOTE 5-0.

Old Business:

None.

New Business:

None.

Public Comment:

None.

Adjournment

Kalick MOVED and SECONDED by Riordan to adjourn. Meeting adjourned at 8:05 pm.
UNANIMOUS VOTE.

Respectfully submitted,
Lisa Groezinger, sec.

Zoning Board of Appeals
Minutes of October 16, 2013
Bourne Town Hall
Buzzards Bay, MA 02532

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

2013 NOV 25 PM 2 16
TOWN CLERK'S OFFICE
BOURNE, MASS

Roger Laporte, Inspector of Buildings (excused)

Member(s) of the public: Mr. James Mulvey

List of Documents

- None

Meeting called to order

7:30 pm by V. Chm. O'Brien

Approval of Minutes

No minutes tonight.

7:30 p.m. – Approval of minutes

7:35 p.m. – #20-13 - Special Permit- Kennel

Robert Mozeleski. Location: 1098 Sandwich Road. Map 18.2, Parcel 21 in a R-40 zoning district.
Proposal: Applicant seeks a Kennel license.

Sitting for the Board: John O'Brien, Wade Keene, Judith Riordan, Harold Kalick and Tom Armstrong

Applicant has four small breeds from rescues over the past three years. No intent to breed them and have a well secured pen in the back yard. They are current with all of their shots and have not received any complaints from the neighbors. Dogs are obedient and indoor pets. Two Pekinese, Chihuahua and Pug mix ("Chug") and Bichon Frisaise.

Keene – asked about the size lot.

No other board comment. No public comment.

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

Riordan MOVED and SECONDED by Keene to grant #20-13 Special Permit for a Kennel for four dogs presently residing at the property and if the dogs leave, cannot replace or add but would have to re-apply and pending Board of Health approval. VOTE 5-0.

7:40 p.m. - #21-13 - Variance

Frank Battles, Inc. Location: 48 and 50 MacArthur Blvd, Bourne. Map 24, Lot 18-1-R and 39 in a B-2 zoning district. Proposal: Applicant seeks Variance from Section 2500 I to vary the 50-foot front yard setback by 8 feet.

Sitting for the Board: John O'Brien, Wade Keene, Judith Riordan, Harold Kalick and Tom Armstrong

Atty. Robert Mills for applicant here to seek variance from 50 FT setback by 8 FT. All of the pavement will be removed and will create a buffer. They will have to go to Mass Highway for the apron. The hardship is Mr. Battles purchased the property for more display. Hardship relates to the soil conditions – there is no soil in the area and propose to move pavement and create an impervious landscape buffer.

O'Brien – asked if the current trucks will be closer to the property line. Applicant stated they will be further away with the variance.

Keene – asked about Mass Highway permission.

Mr. Laporte – zoning changed and a lot of places are non-conforming. The Planning Board accepts the application pending the Board of Appeals decision.

The gas station is currently closed. Abutters do not have any issues with the application.

No further board comment. No public comment.

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

Riordan MOVED and SECONDED by Keene to grant Variance #21-13 to Frank Battles, Inc. at this area to be landscaped as shown in plans submitted. VOTE 5-0.

7:45 p.m. - #22-13 - Variance

Bruce J. Mackey, Jr. Location: 38 Center Street, Pocasset. Map 38.3, Lot 33 & 34 in an R-40 zoning district. Proposal: Applicant seeks Variance from Section 2500 set back.

Sitting for the Board: John O'Brien, Wade Keene, Judith Riordan, Harold Kalick and Tom Armstrong

Applicant seeking to add shed back and out of the way backing up to another shed behind applicant's property.

Wade – shed is 10'x14'. The shed will be purchased from The Shed Place.

O'Brien – the shed will be out of view. Applicant stated yes and out of the way of the septic system.

No further board comment. No public comment.

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

MOVED and SECONDED by to grant #22-13 Variance for Bruce Mackey at and will put the shed no closer than 3 FT to the back plot line per plans submitted dated 1/11/92. VOTE 5-0.

Old Business:

None.

New Business:

None.

Public Comment:

None.

Adjournment

Kalick MOVED and SECONDED by Riordan to adjourn. Meeting adjourned at 8:05 pm.
UNANIMOUS VOTE.

Respectfully submitted,
Lisa Groezinger, sec.



TOWN OF BOURNE
 BOARD OF APPEALS
 24 Perry Avenue
 Buzzards Bay, MA 02532



2013 OCT 31 PM 3 18

AGENDA

TOWN CLERK'S OFFICE
 BOURNE, MASS

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
Wednesday, November 6, 2013	7:30 P.M.	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

• AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. – #23-13 - Special Permit- Extension or Alteration of a Pre-Existing Non-Conforming Structure or Use

John B. Carven c/o Canal Land Surveying & Permitting. Location: 20 Wampanoag Road, Sagamore Beach. Map 4.1, Parcel 105 in a R-40 zoning district. Proposal: Applicant seeks to extend and alter a pre-existing non-conforming structure.

7:40 p.m. - #24-13 – Variance

Michael and Margaret Dwyer. Location: 73 Mashnee Road, Gray Gables. Map 26.3, Parcel 60 in an R-40 zoning district. Proposal: Applicant seeks to construct a 10'x16' one-story shed.

7:45 p.m. – #16-13 - Special Permit- Accessory Dwelling - Continued

Michele Dayton. Location: 585 Shore Road, Monument Beach. Map 34.0, Parcel 65 in an R-3 zoning district. Proposal: Applicant seeks to change garage space to in-law apartment.

Old Business:

New Business:

Review and Discussion of the ZBA application and Decision writing.

Public Comment:

Members Present:

_____	_____	_____
_____	_____	_____
_____	_____	_____

Zoning Board of Appeals
Minutes of November 6, 2013
Bourne Town Hall
Buzzards Bay, MA 02532

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TOWN CLERK'S OFFICE
BOURNE, MASS

Lee Berger, Chairman
Judith Riordan
Wade Keene
John O'Brien
Harold Kalick
Tom Armstrong

Roger Laporte, Inspector of Buildings

Member(s) of the public: Mr. James Mulvey

List of Documents

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None

Meeting called to order

7:30 pm by Chm. Berger.

Approval of Minutes

Riordan MOVED and SECONDED by Armstrong to approve minutes 10/16/13 as amended. VOTE 5-0-1 (abstention from Berger).

7:35 p.m. - #23-13 - Special Permit- Extension or Alteration of a Pre-Existing Non-Conforming Structure or Use, John B. Carven c/o Canal Land Surveying & Permitting. Location: 20 Wampanoag Road, Sagamore Beach. Map 4.1, Parcel 105 in an R-40 zoning district. Proposal: Applicant seeks to extend and alter a pre-existing non-conforming structure.

Sitting on the board: Lee Berger, John O'Brien, Wade Keene, Judith Riordan and Harold Kalick.

Also present: Tom Armstrong.

Two letters were submitted for the file from abutters in support of the proposed project.

Mr. Al Taylor representing the applicant. Applicant is seeking to add one story, 24'x27' addition to enhance the layout of the house. Applicant wants to alter the second floor bedrooms and remove one from the second floor and put in main floor in the addition.

No lot coverage issue per Ms. Coreen Moore, Town Planner.

Mr. Laporte said this decision would require a finding.

No board comment. No public comment.

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

Kalick MOVED and SECONDED by Riordan to approve a supportive finding that the extension is not substantially more detrimental to the neighborhood than the existing on-conforming use, for #23-13 Special Permit at 20 Wampanoag Road, Sagamore Beach, to John B. Carven. Proposed setback is 3 FT of the right front corner of existing dwelling per site plan from Richard Hood dated 9/11/13. VOTE 5-0.

7:40 p.m. - #24-13 - Variance

Michael and Margaret Dwyer. Location: 73 Mashnee Road, Gray Gables. Map 26.3, Parcel 60 in an R-40 zoning district. Proposal: Applicant seeks to construct a 10'x16' one-story shed.

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

Mr. Flaherty for the applicant. Abutters letters were submitted for the file in favor of the project.

Mr. Flaherty said there is a title pond and marsh area near the proposed project. Applicant is seeking to add a one-story shed 25 FT and 3FT from the side property lines. An extensive septic system allows only one key spot where applicant can put the shed. The closest abutters approve the proposed shed.

Mr. Flaherty handed email from Mr. Michael Dwyer dated 10/19/13 explaining hardship request. The reason for variance is that the location is a triangular shaped lot, there is a wetland in the back of the property, and due to limited area of where to place the proposed shed.

No board comments. No public comments.

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

Riordan MOVED and SECONDED By Kalick to approve V#24-13 Variance at 73 Mashnee Road, Gray Gables to Michael and Margaret Dwyer at 73 Mashnee Road for a 10x16 shed per plans by Flaherty variance based on typography, shape of lot, limited area on property and lack of any reasonable placement. VOTE 5-0.

7:45 p.m. - #16-13 - Special Permit- Accessory Dwelling - Continued
Michele Dayton. Location: 585 Shore Road, Monument Beach. Map 34.0,
Parcel 65 in an R-40 zoning district. Proposal: Applicant seeks to change
garage space to in-law apartment.

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

Letter dated 10/8/13 from Cynthia Coffin, Board of Health. The house is a
3-bedroom and the septic was designed for 4 bedrooms.

A Summary of Events by email from Dennis Woodside was submitted for the
file.

The applicant's daughter is currently living with the grand baby's
parents.

Applicant read paperwork submitted by Mr. Woodside. She believes there
were records other than her son putting down tiles. Everything else would
have records in the Building Department. Applicant asked to have permits
pulled, but Chm. Berger said for him he doesn't believe the permits are
the issue at hand.

Armstrong MOVED and SECODED by Keene to close the public hearing.
VOTE 5-0.

Armstrong MOVED and SECONDED by Berger, for the purposes of discussion,
to approve Special Permit.

Discussion - Chm. Berger responded to allegations made in the summary by
reading a document he prepared and which is on file with the Board of
Appeals. Chm. Berger said as far as a roll call vote, all votes are done
by show of hands and recorded. Each member making a statement, is up to
each member as there is no statute which requires this as a written
statement is required. Chm. Berger stated he would vote against the
Special Permit because the location of the windows on the proposed
accessory dwelling substantially interfere with the privacy of the
abutter. Furthermore, the Chm. Believes that since the basement was
rented in the past, the applicant could have her daughter and
granddaughter move into the basement of her home, rather than above the
garage, and this would avoid interfering with the privacy of the abutter.
Chm. Berger stated he would vote against granting the Special Permit.

VOTE 4-0 in opposition to the motion. The special permit is denied.

New Business: O'Brien MOVED and SECONDED by Armstrong to continue Review
and Discussion of the ZBA application and Decision writing moved to the
11/20/13 meeting.

Old Business: None.

Adjournment: Riordan MOVED and SECONDED by O'Brien to adjourn. UNANIMOUS
VOTE. Meeting adjourned at 8:26 pm.

Respectfully submitted,
Lisa Groezinger, sec.



TOWN OF BOURNE
 BOARD OF APPEALS
 24 Perry Avenue
 Buzzards Bay, MA 02532



AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
Wednesday, November 20, 2013	7:30 P.M.	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

• AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. – #25-13 - Variance

Osvaldo LiDonni. Location: 8 Wright Lane. Map 23.1, Parcel 14.5 in an R-40 zoning district.
 Proposal: Applicant seeks to remove existing shed and replace with larger shed.

Old Business:

New Business:

Workshop of the ZBA application packet and Decision writing.

Public Comment:

Members Present:

_____	_____	_____
_____	_____	_____
_____	_____	_____

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 TOWN CLERK'S OFFICE
 BOURNE, MASS

**Zoning Board of Appeals
Minutes of November 20, 2013**

**Bourne Town Hall 7013 DEC 11 PM 2 33
Buzzards Bay, MA 02532**

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

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

Roger Laporte, Inspector of Buildings (excused)

Member(s) of the public: Mr. James Mulvey

List of Documents

- None

Meeting called to order

7:30 pm by Chm. Berger

7:30 p.m. – Approval of minutes

Riordan MOVED and SECONDED by O'Brien to approve minutes of 10/16/13 as amended.
VOTE 4-0-1 (Chm. Berger abstained).

Armstrong MOVED and SECONDED by Riordan to approve minutes of 11/6/13 as amended.
VOTE 5-0.

7:35 p.m. – #25-13 - Variance

Osvoldo LiDonni. Location: 8 Wright Lane. Map 23.1, Parcel 14.5 in an R-40 zoning district.
Proposal: Applicant seeks to remove existing shed and replace with larger shed.

Sitting on the board: Lee Berger, John O'Brien, Judith Riordan, Harold Kalick and Tom
Armstrong.

The proposed shed will be 12'x18'. The foundation size is 840 SF.

Chm. Berger – briefly summarized the requirements for a variance.

Riordan – even with the variance the lot coverage will be under the amount allowed by the
table in section 2456.

Chm. Berger – the lot abuts the parking lot and would increase privacy.

O'Brien –doesn't believe granting Variance creates a nuisance to the neighborhood.

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

Riordan MOVED and SECONDED by Kalick to grant Variance #25-13 to Osvaldo LiDonni at 8 Wright Lane. Map 23.1, Parcel 14.5 to remove existing shed and replace with 12'x18' larger shed, in the location set forth on the plans submitted. VOTE 5-0.

Old Business:

Chm. Berger – received a complaint concerning alleged violations of a special permit which the Board had issued a number of years ago. It should have been addressed to Roger as the zoning enforcement officer, and we will forward it to him for a response.

New Business - Workshop of the ZBA application and Decision writing

Chm. Berger volunteered to re-draft application packet for the board's review at a subsequent meeting.

Special Permits

Discussion of the five (5) Special Permits to be considered for a decision. Section 2320 needs language revised. Chm. Berger to type up for the board's review. Section 1330 considerations are items for us to consider but our findings are discretionary.

Section 2456 (table) and the language in 2457 (the power to grant) was reviewed and determined to be somewhat incomprehensible (good and sufficient cause vs. good cause vs. exceptional hardship - What is the standard? Are these suppose to be different standards?) It is important that we lay out the reasons for our decisions so they are not considered to be arbitrary or capricious.

Chm. Berger to come up with suggested re-wording of the parking requirements of Section 4121c) as it relates to Section 3320 with regard to a "paved surface" and what is a "required yard."

Think about rewording the bylaw that only allows a 70 square foot shed within the setback requirements.

Add/Change Requirements to applicants

- Certified plot plan
- Any relevant building plans required
- Reduce from 12 applications to 10 applications
- The applicant should state on the application that the project is or is not in a water resource district?
- Staking should be required if the proposal is for an addition or a shed.

- Page 4, Decision Writing, applicants hearing continued where the board will review and approve draft decision. Chm. Berger will change language for board review.

Chm. Berger – for Section 3210h, he will draft form for decision.

Public Comment:

None.

Adjournment

O'Brien MOVED and SECONDED by Berger to adjourn. Meeting adjourned at 9:30 pm.

UNANIMOUS VOTE.

Respectfully submitted,

Lisa Groezinger, sec.



**TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue
Buzzards Bay, MA 02532**



AMENDED AGENDA

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
Wednesday, December 4, 2013	7:30 P.M.	Bourne Town Hall 24 Perry Avenue Buzzards Bay, MA 02532

• **AGENDA ITEMS**

7:30 p.m. – Approval of minutes

7:35 p.m. - #26-13 - Special Permit – Extension or Alteration of a pre-existing non-conforming structure or use

Bell Buoy Trust c/o Bracken Engineering. Location: 1 Bell Buoy Road, Pocasset. Map 43.3, Lot 241 in an R-40 zoning district. Applicant seeks supportive finding to extend and alter a pre-existing non-conforming structure per Section 2320.

7:40 p.m. - #27 – 13 - Special Permit – Extension or Alteration of a pre-existing non-conforming structure or use

Lynee C. Smith c/o Bracken Engineering. Location: 270 Scraggy Neck Road, Pocasset. Map 50, Section 162 in an R-40 zoning district. Applicant seeks to raze existing non-conforming dwelling and garage and a supportive finding required per Section 2320.

7:45 p.m. - #28-13 – Special Permit – Extension or Alteration of a pre-existing non-conforming structure or use

Sharon A. George. Location: 23 Park Street, Pocasset. Map 43.4, Parcel 19 in an R-40 zoning district. Applicant seeks to demolish and rebuild house using same size foundation with addition of a front and rear cantilever.

Old business

New business

Discussion and possible vote on start of meeting time.

Public comment

Members present

2013 DEC 2 PM 8 47
TOWN CLERK'S OFFICE
BOURNE, MASS

**Zoning Board of Appeals
Minutes of December 4, 2013
Bourne Town Hall
Buzzards Bay, MA 02532**

Lee Berger, Chairman (excused)
Judith Riordan
Wade Keene
John O'Brien
Harold Kalick
Tom Armstrong

Roger Laporte, Inspector of Buildings

Member(s) of the public: Mr. James Mulvey

List of Documents

- None

Meeting called to order

7:30 pm by V. Chm. O'Brien.

7:30 p.m. – Approval of minutes

Riordan MOVED and SECONDED by Armstrong to approve minutes of 11/20/13 as submitted.
VOTE 4-0-1 (Keene abstained).

7:35 p.m. - #26-13 - Special Permit – Extension or Alteration of a pre-existing non-conforming structure or use

Bell Buoy Trust c/o Bracken Engineering. Location: 1 Bell Buoy Road, Pocasset. Map 43.3, Lot 241 in an R-40 zoning district. Applicant seeks supportive finding to extend and alter a pre-existing non-conforming structure per Section 2320.

Sitting on the board: John O'Brien, Judith Riordan, Wade Keene, Harold Kalick and Tom Armstrong.

Zack Basinski representing applicant. This is a 4,000 SF lot. The house was built in 1909. There are resources within 100 FT: Hen Cove, coastal bank and AE Flood Zone. All work has been approved by the Conservation Commission. The proposed project doesn't comply with the maximum GFA lot coverage; it is over by 15% and lot coverage over 5%.

Applicant is looking to raze the structure, and setting it a little further back onto the lot. The roof line will be kept the same height. No increase in height and will stay the same.

The existing house is a 4-bedroom with service of a new Title V replacing the cess pool which will be installed as far to the back as possible. There will be some internal renovations.

Roger Laporte – the board will make a judgment call. This type of situation has never come before the board before.

Riordan – suggested a supportive finding that is beneficial to the area and not detrimental to the neighborhood and according to Section 2457 resulting in a hardship for the applicant.

No further board comments. No public comments.

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

Riordan MOVED and SECONDED by Kalick to approve Appeal #26-13 at 1 Bell Buoy Road, Pocasset to extend and alter a pre-existing non-conforming structure per Section 2320 under zoning bylaw and according to plans presented with a finding of the proposed restructure will not be more detrimental to the neighborhood. VOTE 5-0.

7:40 p.m. - #27 – 13 - Special Permit – Extension or Alteration of a pre-existing non-conforming structure or use

Lynee C. Smith c/o Bracken Engineering. Location: 270 Scraggy Neck Road, Cataumet. Map 50, Section 162 in an R-40 zoning district. Applicant seeks to raze existing non-conforming dwelling and garage and a supportive finding required per Section 2320.

Sitting on the board: John O'Brien, Judith Riordan, Wade Keene, Harold Kalick and Tom Armstrong.

Zak Basinski for applicant. This is a 12,000 SF lot. The existing house was constructed in 1890 and is currently existing dwelling is serviced by a Title V system. This is a seasonal house and applicant is looking to move down here permanently. This project was approved by the Board of Health and the Conservation Commission.

Applicant is seeking to demolish the existing house and make a smaller house. The smaller home will reduce the GFA by 5.1%. The driveway will be flipped to increase sight distance for the safety of the area. Applicant is looking for a finding for Section 2320 since it is already exceeding GFA and is not any more detrimental to the neighborhood. The main priority of the lot is the on site flipping.

Roger – applicant will be before the Historic Commission next week. Decrease SF for house and the garage. If Historic deems significant, they have a year to decide and work with the applicant which in essence is a demo delay bylaw which is a year delay timeframe.

No further comments. No public comments.

Riordan MOVED and SECONED by Kalick to close the public hearing. VOTE 5-0.

Kalick MOVED and SECONDED by Armstrong to approve Special Permit #27-13 to Lynee C. Smith at 270 Scraggy Neck Road, Cataumet to raze existing non-conforming dwelling and garage and a supportive finding required per Section 2320 under zoning bylaw and a supportive finding that the project is not more detrimental than the existing structure. VOTE 5-0.

7:45 p.m. - #28-13 – Special Permit – Extension or Alteration of a pre-existing non-conforming structure or use

Sharon A. George. Location: 23 Park Street, Pocasset. Map 43.4, Parcel 19 in an R-40 zoning district. Applicant seeks to demolish and rebuild house using same size foundation with addition of a front and rear cantilever.

Sitting on the board: John O'Brien, Judith Riordan, Wade Keene, Harold Kalick and Tom Armstrong.

Applicant's reason to demolish and rebuild is safety issue. The house was built in 1913 and has mildew and mold from water damage. She is looking to use the same foundation. Half of the house foundation is block (built in 1970) and the other half is in stone.

Roger Laporte – according to Ms. Coreen Moore, the project conforms by being one (1) FT under. Applicant is entitled to 1,090 SF. She can add 109 FT (10%) – 1164 SF is under 10%, but applicant isn't asking for that. The application says Accessory Dwelling and the posted agenda says Non-conforming. The lot coverage is the issue.

Roger Laporte – recommends the applicant withdraw without prejudice and bring in for review with Ms. Coreen Moore before moving forward to the board. The Building Department will credit the applicant fees for another application.

Ms. Kapsambelis – abutter, asked what a cantilever is. Mr. Laporte explained it is when the house sticks beyond the foundation.

Kalick – recommended to the applicant to bring new plans depicting front door, deck or landing of what she is proposing to do.

Riordan MOVED and SECONDED by Keene to allow applicant to Withdraw Without Prejudice. VOTE 5-0.

Old business

New business

Continued to next meeting date - Discussion and possible vote on start of meeting time.

Public comment

None.

Adjournment

Kalick MOVED and SECONDED Keene to adjourn. Meeting adjourned at 9:00 pm. UNANIMOUS VOTE.

Respectfully submitted,
Lisa Groezinger, sec.



TOWN OF BOURNE
BOARD OF APPEALS
24 Perry Avenue
Buzzards Bay, MA 02532



2013 DEC 6 PM 3 26

AGENDA

TOWN CLERK'S OFFICE
BOURNE, MASS

DATE

TIME

LOCATION

Wednesday, December 18, 2013 7:30 P.M.

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

• AGENDA ITEMS

7:30 p.m. – Approval of minutes

7:35 p.m. - #29-13 - Special Permit – Accessory Dwelling

William Curt Duane. Location: 51 Gilder Road, Pocasset. Map 26.1, Parcel 97 in an R-40 zoning district. Applicant seeks to add stove in kitchenette.

7:40 p.m. - #30-13 - Special Permit – Accessory Dwelling

Jan Marie McFadden. Location: 801 County Road, Pocasset. Map 44.1, Parcel 107 in an R-40 zoning district. Applicant seeks Special Permit for pre-existing, non-conforming in-law apartment.

7:45 p.m. - #31-13 – Variance

Heubert Bartlett, Jr. and Janis L. Bartlett. Location: 20 Laura Lane, Monument Beach. Map 31.4, Parcel 32 in an R-40 zoning district. Applicant seeks to enlarge existing garage.

Old business

New business

Discussion and possible vote of meeting time change from 7:30 pm to 7:00 pm.

Public comment

Members present

**Zoning Board of Appeals
Minutes of December 18, 2013,
Bourne Town Hall
Buzzards Bay, MA 02532**

2014 JUN 12 AM 8 52

TOWN CLERK'S OFFICE
BOURNE, MASS

.....
Lee Berger, Chairman
Judith Riordan
Wade Keene
John O'Brien
Harold Kalick
Tom Armstrong

Roger Laporte, Inspector of Buildings

Member(s) of the public: Mr. James Mulvey

List of Documents

- None

Selectmen Meier came by to thank boards/committees on behalf of the Board of Selectmen and wish the board Happy Holidays.

Meeting called to order

7:30 pm by Chm. Berger.

7:30 p.m. – Approval of minutes

Riordan MOVED and SECONDED by Keene to approve minutes of 12/04/13 as submitted.
VOTE 4-0-1 (Berger abstained).

7:35 p.m. - #29-13 - Special Permit – Accessory Dwelling

William Curt Duane. Location: 51 Gilder Road, Pocasset. Map 26.1, Parcel 97 in an R-40 zoning district. Applicant seeks to add stove in kitchenette.

Sitting on the board: Lee Berger, John O'Brien, Judith Riordan, Wade Keene and Harold Kalick.
Also present is Tom Armstrong.

Applicant is looking to add stove in the kitchenette to accommodate his 93 year old mother Mary Duane.

Letter dated 12/17/13 from Gary & Marcia Puryear in full support of applicant's request.

Letter dated 12/18/13 from the Board of Health has no issue with proposed request.

Letter from Mr. O'Connor, read into record by Chm. Berger opposed to the project.

Mr. Laporte said he is neither for or against the application. He gave a brief history saying there have been a lot of public meetings with other boards/committees on this project. It was determined that there is no zoning issue or violation from the town standpoint. Both the Board of Health and Conservation signed off on the project. Arguments tonight should be about the application.

No board comment.

Public comment

Ms. Roberta Dwyer brought a letter from Ms. Christina Leone who objected to the proposal.

Ms. Roberta Dwyer at 65 Gilder Road has areas of concern: 1) property is not utilized for senior care; 2) Why is the applicant's son named (seems it is set up for one occupant and another use other than stated); 3) There is a garage with no cars parked in it.

Carol Sweet – expressed a concern of this project being multi-family use and doesn't believe Mrs. Duane (applicant's mother) will be living there due to the stairs and that she already lives in the neighborhood.

Mr. Laporte – this permit is good for three years. If conditions have changed, the applicant comes before the Appeals Board.

Frank Winters – said he lives across the street and would be affected the most and is in favor of the project.

Ms. Sweet – stated this being a garage is misleading and that it is a lot more than a garage.

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

Riordan MOVED and SECONDED by Tom Armstrong to approve Special Permit Accessory Dwelling #29-13 for in the name of Mary Dwayne, mother of applicant at 51 Gilder Road, Pocasset to add stove in kitchenette, contingent upon Board of Health approval, adequate parking and deemed as senior housing. VOTE 5-0.

7:40 p.m. - #30- 13 - Special Permit – Accessory Dwelling

Jan Marie McFadden. Location: 801 County Road, Pocasset. Map 44.1, Parcel 107 in an R-40 zoning district. Applicant seeks Special Permit for pre-existing, non-conforming in-law apartment.

Sitting on the board: Lee Berger, John O'Brien, Judith Riordan, Wade Keene and Tom Armstrong. Also present is Harold Kalick.

Applicant is looking to get assistance to correct sanitary conditions. The main part of the house is 1,667 SF and the apartment is 732 SF. The driveway can accommodate 5 cars so the tenant doesn't have to park on the street. The applicant's mother Ann McCall used to live in the apartment, but has moved into the main house due to her mother's health. The applicant's daughter Holly McFadden has moved into the apartment to help care for her grandmother. The house is well kept.

Laporte – this dwelling has a legitimate-built apartment. The applicant needs this permit to apply for rehab funds.

No board comment. No public comment.

Kalick MOVED and SECONDED by Keene to close the public hearing. VOTE 5-0.

Kalick MOVED and SECONDED by Armstrong to approve Special Permit for Accessory Dwelling #30-13 for Jan Marie McFadden at 801 County Road, Pocasset for pre-existing, non-conforming in-law apartment naming Holly McFadden, daughter of applicant, as the occupant for a period of three years and contingent upon no other person occupy the accessory dwelling and it is not a rental unit. VOTE 5-0.

7:45 p.m. - #31-13 – Variance

Herbert Bartlett, Jr. and Janis L. Bartlett. Location: 20 Laura Lane, Monument Beach. Map 31.4, Parcel 32 in an R-40 zoning district. Applicant seeks to enlarge existing garage.

Sitting on the board: Lee Berger, John O'Brien, Judith Riordan, Wade Keene and Harold Kalick. Also present is Tom Armstrong.

Applicant seeks to enlarge the existing garage to 24'x28'. There was a previous variance granted about 15 years ago. Applicant spoke to abutters who have signed off on the abutter list. No objections have been voiced.

Mr. Laporte – feels it should be a Special Permit and not a Variance. In his opinion, the applicant needs a finding that the alteration will not be more detrimental than what is already there.

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

Riordan MOVED and SECONDED by Kalick to approve Supportive Finding for #31-13 for Herbert Bartlett, Jr. and Janis L. Bartlett at 20 Laura Lane, Monument Beach to enlarge existing garage will not be in any way more detrimental to the neighborhood according to plans submitted and presented. VOTE 5-0.

Old business

Review the ZBA application packet at the next meeting.

Mr. Tom Papas inquired if the board would be amenable to amend the 40B Chase Estates applicant. He is looking for 24 units with all 2 bedrooms and 100% affordable.

New business

Discussion and possible vote of meeting time change from 7:30 pm to 7:00 pm.

Kalick MOVED and SECONDED by Keene change starting time from 7:30 pm to 7:00 pm starting 2/6/14 until 5/31/14 on a trial basis. VOTE 5-0.

Public comment

Dennis Woodside listened to the last three hearings and said the meetings have been followed nicely.

Adjournment

Armstrong MOVED and SECONDED by Kalick to adjourn. Meeting adjourned at 9:00 pm.
UNANIMOUS VOTE.

Respectfully submitted,
Lisa Groezinger, sec.

TOWN OF BOURNE MEETING NOTICE

BOARD: BOARD OF ASSESSORS
DATE AND TIME: Friday, February 8, 2012 at 10:00 A.M.
PLACE: Town Hall
AGENDA: Abatements and Exemptions

Robert Keeney	43 Clay Pond Rd
Carol Mikutel	14 Keene St
John Keenan	7 Winsor
Cinderella Berry	36 Ships Way.
Stephen Wallace	166 Leeward Rd
Animal Rescue	55 Megansett Rd
	96 Megansett Rd
	0 Lawrence Island
Laura Schwegel	61 Lewis Point Rd
Cedar Point Assoc	0 Cedar Point Dr
	0 Cedar Point Dr
	0 Spruce Dr
Richard Rooney	121 Williams Ave
Nancy Turgeon	16 Winchester Ave.
Kathleen Donovan	19 Central Blvd
Edward Shay	21 Beacon Point Rd
Peter Way	53 Bell Bouy
George Mahoney	30 Tahanto Rd
Peter Stephen	808 County Rd
Henry Ware	216 Scraggy Neck Rd
Patricia Keenan	13 Harrison Ave
Patricia Eckland	E2 Beach Plum Ln
Linear Retail Bourne	2 Bourne Bridge Approach
Elizabeth Songer	38 Puritan Rd
Drake Behrakis	170 Clay Pond Rd.
Michael Carr	260 MacArthur Blvd
Edward Doyle	14 Nye Ln
John Eibeck	262 Main St Unit C
Douglas Keyes	34 Tahanto Rd
Russell Hawkins	36 Beach St

*Can be called
Feb 17, 2013
@ 4:00 PM*

Action Board

2013 FEB 4 PM 4:08
TOWN CLERK'S OFFICE
BOURNE, MASS

TOWN OF BOURNE MEETING NOTICE

2013 FEB 13 PM 9 11

TOWN CLERK'S OFFICE
BOURNE, MASS

BOARD: BOARD OF ASSESSORS

DATE AND TIME: Friday, February 15, 2012 at 9:00 A.M.

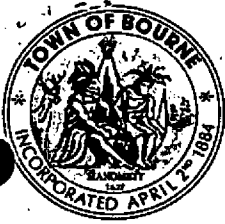
PLACE: Town Hall

Action

Board

AGENDA: Abatements and Exemptions

Robert Keeney	43 Clay Pond Rd
Carol Mikutel	14 Keene St
John Keenan	7 Winsor
Cinderella Berry	36 Ships Way.
Stephen Wallace	166 Leeward Rd
Animal Rescue	55 Megansett Rd
	96 Megansett Rd
	0 Lawrence Island
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Douglas Keyes	34 Tahanto Rd
Russell Hawkins	36 Beach St



TOWN OF BOURNE

Board of Assessors

24 Perry Avenue

Buzzards Bay, MA 02532

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



Donna L. Barakauskas, MAA,
Principal Assessor

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

The Board of Assessors held their regularly scheduled meeting on February 15, 2013 in the Town Hall. Present were Chairman J. Malcolm Whitney Clerk Priscilla Koleshis, member Anne Ekstrom and Principal Assessor, Donna Barakauskas.

The Board reviewed the minutes of the November 2, 2012 meeting. Upon motion, individually, by Ms. Koleshis and seconded by Ms. Ekstrom, the vote being unanimous to accept the minutes of the November 2, 2012 meeting.

The Board reviewed and signed twenty-nine (29) abatement applications and two (2) exemption applications. Attached is the record of the abatements and exemptions and the action taken by the Assessors.

Respectfully submitted,

Donna L. Barakauskas

Donna L. Barakauskas
Principal Assessor

2013 MAR 29 PM 3 14
TOWN CLERK'S OFFICE
BOURNE, MASS

February 15, 2013

Exemptions		Action	Board
Joanna Heron	4 Manomet Rd	Granted	w/k/e
Robert Keeney	43 Clay Pond Rd	Granted	w/k/e
Abatements			
Carol Mikutel	14 Keene St	Denied	w/k/e
John Keenan	7 Winsor	Denied	w/k/e
Cinderella Berry	36 Ships Way	Granted	w/k/e
Stephen Wallace	166 Leeward Rd	Denied	w/k/e
Animal Rescue	55 Megansett Rd	Denied	w/k/e
	96 Megansett Rd	Denied	w/k/e
	0 Lawrence Island	Denied	w/k/e
Laura Schwegel	61 Lewis Point Rd	Denied	w/k/e
Cedar Point Assoc	0 Cedar Point Dr	Granted	w/k/e
	0 Cedar Point Dr	Granted	w/k/e
	0 Spruce Dr	Granted	w/k/e
Richard Rooney	121 Williams Ave	Granted	w/k/e
Nancy Turgeon	16 Winchester Ave.	Granted	w/k/e
Kathleen Donovan	19 Central Blvd	Granted	w/k/e
Edward Shay	21 Beacon Point Rd	Granted	w/k/e
Peter Way	53 Bell Bouy	Granted	w/k/e
George Mahoney	30 Tahanto Rd	Granted	w/k/e
Peter Stephen	808 County Rd	Denied	w/k/e
Henry Ware	216 Scraggy Neck Rd	Granted	w/k/e
Patricia Keenan	13 Harrison Ave	Granted	w/k/e
Patricia Eckland	E2 Beach Plum Ln	Granted	w/k/e
Linear Retail Bourne	2 Bourne Bridge App	Denied	w/k/e
Elizabeth Songer	38 Puritan Rd	Denied	w/k/e
Drake Behrakis	170 Clay Pond Rd.	Denied	w/k/e
Michael Carr	260 MacArthur Blvd	Granted	w/k/e
Edward Doyle	14 Nye Ln	Granted	w/k/e
John Eibeck	262 Main St Unit C	Denied	w/k/e
Douglas Keyes	34 Tahanto Rd	Granted	w/k/e
Russell Hawkins	36 Beach St	Granted	w/k/e

BOURNE, MASS
 TOWN CLERK'S OFFICE
 2013 MAR 29 PM 3 14

TOWN OF BOURNE MEETING NOTICE

2013 MAR 14 PM 3 46

BOARD: BOARD OF ASSESSORS TOWN CLERK'S OFFICE

BOURNE, MASS

DATE AND TIME: Friday, March 22, 2013 at 3:30 P.M.

PLACE: Town Hall

AGENDA: Exemptions
Abatements

*Cancelled rescheduled
March 29, 2013*

TOWN OF BOURNE MEETING NOTICE

2013 MAR 11 PM 3 45

BOARD: BOARD OF ASSESSORS

TOWN CLERK'S OFFICE
BOURNE, MASS

DATE AND TIME: Friday, March 22, 2013 at 3:30 P.M.

PLACE: Town Hall

AGENDA: Exemptions

Robert Keeney 43 Clay Pond Rd
Joanne Heron 4 Manomet Rd

Abatements

Rita Galvin 105 Cedar Point Drive
William Ribich 215 Scraggy Neck Rd
JBS Painting 69 Nightingale Pond Rd
Fred Carbone 33 Cypress St
John Grenda 939 Shore Rd
William Gosselin 73 Lewis Point Rd
Vincent Michienzi 1 Trowbridge Rd
Vincent Michienzi 11 Trowbridge Rd
David McCutcheon 41 Little Bay Ln
Wireless Leasing Various
Gaylord Realty 23 Carlton Rd
Sharon Baptiste 91 Old Dam Rd
James Rochelle 89 Maple St
Robert Polisky 133 Puritan Rd
Harold Gray 41 Wamsutta Ave
Francis Sheehan 67 Salt Marsh Ln
Chester Goon 45 Pasture Rd
Lynn Holdsworth 110 State Rd
Trisha Keesling 71 Thom Ave
Matthew Toy 892 Sandwich Rd
Thomas Nee E6 Beach Plum Ln
Annie Maher 594 Circuit Ave
CC Ventures 32 Jonathan Bourne Dr
Mashnee Island Mooring Rd
Judith Gabriel 21 Cove Ln
KT Associates 174 Clay Pond Rd
James Meeker 20C Knollview Rd
IGPSB Co 103 State Rd

Scraggy Neck Dev	666 Scraggy Neck Rd 656 Scraggy Neck Rd 0 Scraggy Neck Rd 637 Scraggy Neck Rd
Fred Eustis	650 Scraggy Neck Rd
Jasper Realty	823 Scenic Highway
David Kinsbury	4 Agawam Pt Rd
Lucius Hill	0 Bassett Island
AJ Michael Realty	20 Herring Pond Rd 871 Scenic Highway
Patricia Kenny	76 Elgin Rd
Maureen Kelly	21B Village Green Rd
Lance Lamborghini	3 Wayne Rd
Cathy Lastih	52 Commonwealth Ave
Patricia Olson	13 River Rd
Nancy Angus	37 Ships Way
Terence Ruggles	1 Applewood Ct
Brookside Golf	120 Waterhouse Rd 5 Brigadoon Rd 122 Waterhouse Rd

TOWN OF BOURNE MEETING NOTICE
2013 MAR 19 PM 3 22

TOWN CLERK'S OFFICE
BOURNE, MASS

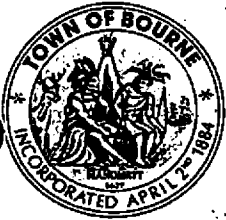
BOARD: BOARD OF ASSESSORS

DATE AND TIME: Friday, March 29, 2013 at 1:00 P.M.

PLACE: Town Hall

AGENDA: Exemptions
Abatements

2013 MAR 19
TOWN CLERK
BOURNE, MA



TOWN OF BOURNE

Board of Assessors

24 Perry Avenue

Buzzards Bay, MA 02532

(508) 759-0600 Ext. 510 ♦ Fax (508) 759-8026 22



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

TOWN CLERK'S OFFICE
BOURNE, MASS.

Donna L. Barakauskas, MAA,
Principal Assessor

The Board of Assessors held their regularly scheduled meeting on March 29, 2013 in the Town Hall. Present were Clerk Priscilla Koleshis, member Anne Ekstrom and Principal Assessor, Donna Barakauskas.

The Board reviewed the minutes of the February 15, 2013 meeting. Upon motion, individually, by Ms. Koleshis and seconded by Ms. Ekstrom, the vote being unanimous to accept the minutes of the February 15, 2013 meeting.

The Board reviewed and signed Fifty (50) abatement applications and two (2) exemption applications. Attached is the record of the abatements and exemptions and the action taken by the Assessors.

Respectfully submitted,

Donna L. Barakauskas
Principal Assessor

March 29, 2013

Exemptions		Action	Board
Joanna Heron	4 Manomet Rd	granted	k/e
Robert Keeney	43 Clay Pond Rd	granted	k/e
RE Abatements			
John Grenda	939 Shore Rd	granted	k/e
Rita Galvin	105 Cedar Point Rd	denied	k/e
Demoulas Super Mkt	1 Factory Outlet Rd	denied	k/e
William Ribich	215 Scraggy Neck	granted	k/e
JBS Painting	69 Nightingale Pond	granted	k/e
Fred Carbone	33 Cypress St	application not timely	
William Gosselin	73 Lewis Pt Rd	granted	k/e
Vincent Michienzi	1 Trowbridge Rd	granted	k/e
	11 Trowbridge Rd	denied	k/e
Harold Gray	41 Wamsutta Ave	denied	k/e
Thomas Nee	E6 Beach Plum Ln	denied	k/e
Anne Maher	594 Circuit Ave	granted	k/e
CC Ventures	32 Jonathan Bourne	denied	k/e
Mashnee Island Gr	0 Mooring Rd	denied	k/e
Judith Gabriel	21 Cove Ln	denied	k/e
KT Associates	174 Clay Pond Rd	denied	k/e
James Meeker	20C Knollview Rd	denied	k/e
Eaglewing Meadows	15 Meetinghouse Rd	denied	k/e
Scraggy Neck Dev	656 Scraggy Neck	granted	k/e
	666 Scraggy Neck	granted	k/e
	0 Scraggy Neck Rd	granted	k/e
	637 Scraggy Neck	granted	k/e
Fred Eustis	650 Scraggy Neck	denied	k/e
Jasper Realty LLC	829 Scenic Highway	denied	k/e
David Kingsbury	4 Agawam Pt Rd	denied	k/e
Lucius Hill	Bassett Island	granted	k/e
AJ Michael Rlty LLC	20 Herring Pond Rd	denied	k/e
	871 Scenic Highway	denied	k/e
Patricia Kenny	76 Elgin Rd	granted	k/e
Maureen Kelly	21B Village Green	granted	k/e
Lance Lamborghini	3 Wayne Rd	granted	k/e
Cathy Lastih	52 Commonwealth	denied	k/e
Patricia Olson	13 River Rd	granted	k/e
Nancy Angus	37 Ships Way	granted	k/e
Brookside Golf	120 Waterhouse Rd	denied	k/e
	5 Brigadoon Rd	denied	k/e
	122 Waterhouse	denied	k/e

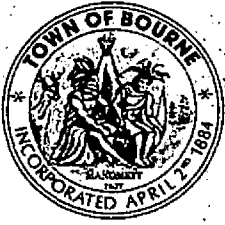
PP Abatements

Francis Sheehan	67 Saltmarsh Ln	granted	k/e
David McCutcheon	41 Little Bay Ln	granted	k/e
James Cotton	189 Puritan Rd	granted	k/e
Wireless Leasing	Various	granted	k/e
Gaylord Realty	23 Carlton Rd	granted	k/e
Bold Moves RE	91 Old Dam Rd	granted	k/e
James Rochelle	89 Maple St	granted	k/e
Robert Polisky	133 Puritan Rd	granted	k/e
Chester Goon	45 Pasture Rd	granted	k/e
Lynne Holdsworth	110 State Rd	granted	k/e
Corey Keesling	71 Thom Ave	granted	k/e
Matthew Toy	892 Sandwich	granted	k/e
IGPS Co LLC	103 State Rd	granted	k/e
Alicia Messier	35 Linwood Ave	granted	k/e
LHS Contruction	1138 Rte. 28A	granted	k/e

TOWN OF BOURNE MEETING NOTICE

BOARD: BOARD OF ASSESSORS
DATE AND TIME: Friday, April 26, 2013 at 9:00 A.M.
PLACE: Town Hall
AGENDA: Abatements

2013 APR 17 PM 2 19
TOWN CLERK'S OFFICE
BOURNE, MASS



TOWN OF BOURNE

Board of Assessors

24 Perry Avenue

Buzzards Bay, MA 02532

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

NOV 15 AM 9 44



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

Donna L. Barakauskas, MAA,
Principal Assessor

TOWN CLERK'S OFFICE
BOURNE, MASS.

The Board of Assessors held their regularly scheduled meeting on April 26, 2013 in the Town Hall. Present were Chairman J. Malcolm Whitney, Clerk Priscilla Koleshis, member Anne Ekstrom and Principal Assessor, Donna Barakauskas.

The Board reviewed the minutes of the March 29, 2013 meeting. Upon motion, individually, by Ms. Koleshis and seconded by Ms. Ekstrom, the vote being unanimous to accept the minutes of the March 29, 2013 meeting.

The Board received a letter from the Town Administrator requesting a transfer from the Overlay Reserve Account to the Overlay Surplus Account. The Board voted to transfer the sum of \$100,000 from Overlay Reserve to Overlay Surplus from FY2007.

Respectfully submitted,

Donna L. Barakauskas
Principal Assessor

TOWN OF BOURNE MEETING NOTICE

2013 NOV 12 AM 11 28

TOWN CLERK'S OFFICE
BOARD
BOURNE, MASS

BOARD OF ASSESSORS

DATE AND TIME:

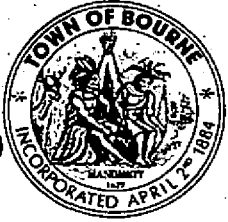
Friday, November 15, 2013 at 8:30 A.M.

PLACE:

Town Hall

AGENDA:

Classification



TOWN OF BOURNE

Board of Assessors

24 Perry Avenue

Buzzards Bay, MA 02532

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



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

Donna L. Barakauskas, MAA,
Principal Assessor

The Board of Assessors held their regularly scheduled meeting on November 14, 2013 at the Town Hall. Present were Clerk Priscilla Koleshis, member Anne Ekstrom and Principal Assessor, Donna Barakauskas.

The Board reviewed the minutes of the April 26, 2013 meeting. Upon motion, individually, by Ms. Koleshis and seconded by Ms. Ekstrom, the vote being unanimous to accept the minutes of the April 26, 2013 meeting.

The Board voted to retain one tax rate for all classes of property to be presented to the Board of Selectmen on November 26, 2013.

Respectfully submitted,

Donna L. Barakauskas
Principal Assessor

2014 MAR 21 PM 4 02
TOWN CLERK'S OFFICE
BOURNE, MASS



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



Barry H. Johnson
Town Clerk

2013 FEB 1 AM 11 46

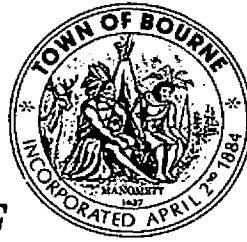
Wendy J. Chapman
Asst. Town Clerk

February 1, 2013
TOWN CLERK'S OFFICE
BOURNE, MASS

The Board of Registrars have scheduled Voter Registrations from 4:30 P.M. to 8:00 P.M. for the purpose of registering voters as follows:

- April 10th Voter Registration for the State Primary*
- April 12th Voter Registration for the Annual Town Meeting*
- April 25th Voter Registration for the Special Town Meeting*
- May 1st Voter Registration for the Town Election*
- June 5th Voter Registration for the State Election*

Barry H. Johnson
Town Clerk



TOWN OF BOURNE

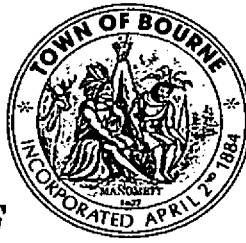
Office of the Town Clerk

MEETING NOTICE

The BOARD OF REGISTRARS will be holding a VOTER REGISTRATION SESSION on
WEDNESDAY, APRIL 10, 2013 from 4:30pm. to 8:00pm. in the Clerks Office in
TOWN HALL for the purpose of assisting anyone who wants to register to vote in
the STATE PRIMARY ELECTION that will be held on APRIL 30, 2013.

Barry H. Johnson, Member of the Board

2013 APR 15 4 19 PM '13
TOWN CLERK'S OFFICE
BOURNE MASS
46



TOWN OF BOURNE

Office of the Town Clerk

BOARD OF REGISTRARS

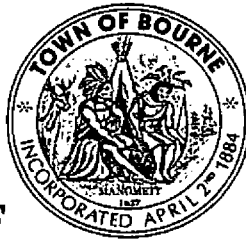
The Board of Registrars will be in session from 6am until the Wardens of each Polling Place come to the Clerk's office with their Election Results on Tuesday, June 25, 2013 for the purpose(s) of:

- Dealing with any items that might arise during the Special Election being held that day, and
- To review Provisional or Over-Seas Ballots that are cast.

For the Board of Registrars:

Barry H. Johnson, Member of the Board

2013 JUN 19 PM 1 58
TOWN CLERK'S OFFICE
BOURNE, MASS



TOWN OF BOURNE

Office of the Town Clerk

BOARD OF REGISTRARS

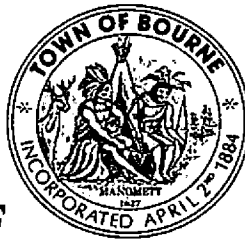
The Board of Registrars will be meeting in the Town Clerks office on JULY 5, 2013
at 5pm. for the purpose of;

Reviewing and Counting all OVERSEAS BALLOTS that were cast in the June
25, 2013 Special Election to elect a state Senator.

For the Board of Registrars:


Barry H. Johnson, Member of the Board

2013 JUN 25 PM 1 33
TOWN CLERK'S OFFICE
BOURNE, MASS



TOWN OF BOURNE

Office of the Town Clerk

2013 SEP 5 AM 9:31
TOWN CLERK'S OFFICE
BOURNE, MASS.

MEETING NOTICE

Agency: Board of Registrars

When: Friday, October 11, 2013

Where: Town Clerks Office

Time: 4:30pm. to 8:00pm.

PURPOSE

To hold a VOTER REGISTRATION SESSION for the purpose of registering those individuals who wish to participate in the October 21, 2013 Special Town Meeting.

For the Board:

Barry H. Johnson, Member, Board of Registrars.

Notice

2013 JAN 25 AM 10 25

TOWN CLERK'S OFFICE
BOURNE, MASS

Bourne Affordable Housing Trust Meeting

Wednesday, January 30, 2013

4:45PM

Lower Conference Room

Bourne Town Hall

24 Perry Ave

Buzzards Bay, MA 02532

Agenda:

1. Review minutes of previous meeting
2. Vote to enter executive session to discuss acquisition of real estate properties in Bourne for the purpose of building or preserving affordable homes.
3. Vote to return to open session
4. Review of Trust Applications to the Community Preservation Committee for FY 2014 Funding
5. Review of design and other conditions for inclusion in the Request for Proposals for developers for new affordable homes at 55 Maple St. Buzzards Bay and 143 Old Plymouth Rd., Sagamore Beach.
6. Affordable Housing Specialist's update
7. Discussion of future agenda items

Kerry Horman,

Affordable Housing Specialist

To: Town Clerk's Office

From: Kerry Horman

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

Bourne Housing Partnership Meeting
3:00 PM Wednesday, January 30, 2013
Downstairs Conference Room
Town Hall
24 Perry Ave
Buzzards Bay MA 02532

2013 JAN 25 AM 10 25
TOWN CLERK'S OFFICE
BOURNE, MASS

Agenda

1. Review and vote on Minutes of the last meeting.
2. Review of Notice to sell a deed restricted affordable home at 21 Mirasol Dr., Buzzards Bay and consideration of action as Monitoring Agent
3. Review of FY 2014 Community Preservation Committee Partnership funding applications.
4. Review the status Community Development Block Grant program.
5. Report of the Affordable Housing Specialist and update on Coady School
6. Discussion for future agenda items.

Kerry Horman, Affordable Housing Specialist

2013

Bourne Affordable Housing Trust
Minutes of Executive Session Meeting
January 30, 2013

RECEIVED

2017 MAR 28 PM 2:54

TOWN CLERK BOURNE

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

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

Trustees Absent: None

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

Meeting opened at 5:03 p.m.

Ms. Ross asked the members to review the Executive Session minutes from the December 20, 2012 meeting. Mr. Berger asked for minor corrections to the minutes. Once changes were agreed upon, a motion was made by Mr. Meier, second by Mr. Walsh to approve the minutes as amended and to continue to encumber them; an individual role call resulted in Mr. Berger voting yes, Mr. Meier voting yes, Ms. Riordan voting yes, Mr. Walsh voting yes and Ms. Ross voting yes.

Mr. Horman provided the members with an update on 55 Maple Street. The Planning Board approved the special permit to build an affordable on the lot. They limited it to a three bedroom. He informed the committee they had run into a title issue on the property. There is a mortgage on both properties and in order for the seller to sell the lot; he needs to get a partial release from the lender/bank. The owner indicated he would probably have to refinance the mortgage. Mr. Horman stated he didn't know if the owner had enough equity in the house for a refinance. Warwick will finish the design for the septic and then it will go out for RFP.

Mr. Horman informed the members that, Barbara Sanders, the owner of the lot on Thom Avenue, asked if the Committee would consider purchasing the lot for a lower price or if not, would they give her the engineering information. He checked with Warwick to ensure the Town owns the plans. After some discussion, a motion was made by Mr. Berger, second by Mr. Meier, to make copies of the engineering documents and forward them to the owner of the lot; an individual role call resulted in Mr. Berger voting yes, Mr. Meier voting yes, Ms. Riordan voting yes, Mr. Walsh voting yes and Ms. Ross abstaining. Further, a motion was made by Mr. Berger, second by Mr. Meier, to authorize Mr. Horman to send the owner a letter stating the Committee was not interested in purchasing the property at this time; however, if the issues with the lot were resolved, the Committee would reconsider it; an

individual role call resulted in Mr. Berger voting yes, Mr. Meier voting yes, Ms. Riordan voting yes, Mr. Walsh voting yes and Ms. Ross abstaining.

There being no further items before the members, Ms. Ross asked for a motion to move out of Executive Session and return to open session.

A motion was made by Mr. Meier, second by Ms. Riordan, to move out of Executive Session and move to open session at 5:28 p.m.; an individual role call resulted in Ms. Riordan voting yes, Mr. Meier voting yes, Mr. Berger voting yes, Mr. Walsh voting yes and Ms. Ross voting yes.

Respectfully submitted,

Dolores Consoletti
Administrative Support

2013

Bourne Affordable Housing Trust
Minutes of Executive Session Meeting
January 30, 2013

RECEIVED
2017 MAR 28 PM 2:55
TOWN CLERK BOURNE

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

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

Trustees Absent: None

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

Meeting opened at 5:03 p.m.

Ms. Ross asked the members to review the Executive Session minutes from the December 20, 2012 meeting. Mr. Berger asked for minor corrections to the minutes. Once changes were agreed upon, a motion was made by Mr. Meier, second by Mr. Walsh to approve the minutes as amended and to continue to encumber them; an individual role call resulted in Mr. Berger voting yes, Mr. Meier voting yes, Ms. Riordan voting yes, Mr. Walsh voting yes and Ms. Ross voting yes.

Mr. Horman provided the members with an update on 55 Maple Street. The Planning Board approved the special permit to build an affordable on the lot. They limited it to a three bedroom. He informed the committee they had run into a title issue on the property. There is a mortgage on both properties and in order for the seller to sell the lot; he needs to get a partial release from the lender/bank. The owner indicated he would probably have to refinance the mortgage. Mr. Horman stated he didn't know if the owner had enough equity in the house for a refinance. Warwick will finish the design for the septic and then it will go out for RFP.

Mr. Horman informed the members that, Barbara Sanders, the owner of the lot on Thom Avenue, asked if the Committee would consider purchasing the lot for a lower price or if not, would they give her the engineering information. He checked with Warwick to ensure the Town owns the plans. After some discussion, a motion was made by Mr. Berger, second by Mr. Meier, to make copies of the engineering documents and forward them to the owner of the lot; an individual role call resulted in Mr. Berger voting yes, Mr. Meier voting yes, Ms. Riordan voting yes, Mr. Walsh voting yes and Ms. Ross abstaining. Further, a motion was made by Mr. Berger, second by Mr. Meier, to authorize Mr. Horman to send the owner a letter stating the Committee was not interested in purchasing the property at this time; however, if the issues with the lot were resolved, the Committee would reconsider it; an

individual role call resulted in Mr. Berger voting yes, Mr. Meier voting yes, Ms. Riordan voting yes, Mr. Walsh voting yes and Ms. Ross abstaining.

There being no further items before the members, Ms. Ross asked for a motion to move out of Executive Session and return to open session.

A motion was made by Mr. Meier, second by Ms. Riordan, to move out of Executive Session and move to open session at 5:28 p.m.; an individual role call resulted in Ms. Riordan voting yes, Mr. Meier voting yes, Mr. Berger voting yes, Mr. Walsh voting yes and Ms. Ross voting yes.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Bourne Affordable Housing Trust

Minutes

January 30, 2013

2013 OCT 2 AM 10:18

TOWN CLERK'S OFFICE

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

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

Trustees Absent: None

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

Meeting called to order at 4:45 p.m. by Chairperson, Susan Ross.

Chairperson Ross opened the meeting and asked the members to review the minutes from the previous meeting. A motion was made by Mr. Berger, second by Mr. Walsh to approve the minutes of the December 20, 2012 meeting; three members voting in the affirmative and Ms. Riordan abstaining.

Ms. Ross asked the members to move to Agenda Item number four to give Mr. Meier additional time to arrive before moving into Executive Session.

Ms. Ross provided the members with a summary review of the Trust Applications to the Community Preservation Committee for FY2014 (see attached applications). Ms. Ross informed the Committee they would need to go before the CPA on February 13, then they have to go in front of the Finance Committee, the Board of Selectman and after that it would be voted on at the next open meeting.

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

After some discussion on the different applications, a motion was made by Ms. Riordan, second by Mr. Walsh, to approve and support the Trust Applications to the Community Preservation Committee for FY2014, unanimous vote of the members.

Ms. Ross asked for a vote to move into Executive Session. A motion was made by Mr. Meier, second by Mr. Berger, to move into Executive Session to approve the prior meeting minutes and to discuss possible land acquisition; an individual roll call resulted in Mr. Berger voting yes, Mr. Meier voting yes, Ms. Riordan voting yes, Mr. Walsh voting yes and Ms. Ross voting yes.

The members moved to Executive Session at 5:03 p.m.

At the end of Executive Session, a motion was made by Mr. Meier, second by Ms. Riordan, to move out of Executive Session and move to open session at 5:28 p.m.; an individual roll call resulted in all affirming the motion individually.

Mr. Horman gave an update on Old Plymouth Road. He asked the members if the house should be designed for a three or four bedroom, both in terms of size of the house and the septic system. After some discussion regarding size of the lot and the difference in cost and size for a four bedroom septic system versus a three bedroom, the Committee agreed to build it with a four bedroom septic.

Mr. Horman reviewed the specs for house built in the past. He stated the specs for the last house were between a minimum of 1,300 to 1,400 sp. ft. of living space, if it had a living area all on one floor, it had to have a minimum of 1 ½ baths; if the living space was on two floors, it should have a full bath with a shower on the first floor and a full bath with a tub/shower combo on the second floor. The members agreed they should continue with those requirements. In addition, they agreed it should have one first floor entrance, the entire first floor should be visitable, it should be framed for handicap and easily converted to handicap accessible.

Ms. Ross stated the Committee was asked by a member of the Appeals Board to look at purchasing a "super" energy efficient furnace, which would make a difference in the energy bills for the homeowner.

Mr. Horman asked the members to review his update. He informed the members he was trying to find more money to keep the Housing Rehab program going. He was told about a grant program they might be able to submit, but our chances of getting it may be better if we coordinated with other towns. He asked if he should contact the adjacent towns (Falmouth, Mashpee and Sandwich) to see if they would be interested. After some discussion, the members agreed he should apply for it but due to the short lead time, the deadline for application is February 13, 2013, not to spend the extra time trying to contact other towns.

Mr. Meier asked that discussion regarding the Governor's proposal for regional control of the housing authorizes be put on the agenda for the next meeting.

There being no other business before the committee, a motion was made by Mr. Meier, second by Mr. Walsh to adjourn at 6:06 p.m.; unanimous vote of the members.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Bourne Affordable Partnership Meeting
Minutes
January 30, 2013

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

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

Members Absent: Coreen More

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

Meeting called to order at 3:06 p.m. by Chairperson, Susan Ross

Chairperson Ross opened the meeting and asked the members to review the minutes from the previous meeting. Ms. Ross asked for some minor changes to the minutes. A motion was made by Ms. Thurston, second by Mr. Hill to approve the minutes of the November 15, 2012 meeting as amended; the vote was unanimous.

Ms. Ross asked the members to review the letter from Ms. Leary-Jones stating her intention of selling her property at 21 Mirasol Drive in Buzzards Bay. She wanted to know if the town wanted to purchase it and take on the responsibility of finding a buyer. After some discussion, Ms. Thurston made a motion, second by Mr. Hill, not to take up the option to purchase the property and market it, the vote was unanimous.

Ms. Ross informed the members that Affordable Housing, both the Trust and the Partnership, submitted four applications this year for the 2014 Community Preservation Committee Partnership funding. There were two applications that affect the Partnership: one was for Affordable Housing Services, encompassing both Mr. Horman and Ms. Consoletti's salaries; the other was for funding to hire someone to file the Affordable Housing Action Plan. After discussion regarding some of the specifics of the applications, Ms. Thurston made a motion, second by Ms. Anderegg, to support the CPA request for Housing Services and the new Housing Action Plan, the vote was affirmative in the majority with Mr. Hill abstaining.

As Ms. Moore was absent from the meeting, Ms. Ross gave the members an update on the community Development Block Grant. She informed the members that it was going well and the windshield survey came out great and it should be no problem putting it all together for the February 15, 2013 deadline.

Mr. Horman distributed some information on the Coady School conversion. Ms. Ross explained it was exactly like Pocasset Residents, owned and maintained by a private

company. Mr. Hill asked why no one came before the Affordable Housing Committee. Mr. Horman indicated he thought they would normally come before the Partnership and didn't know why this didn't. Ms. Ross stated she would talk to Mr. Berger of the Planning Board to ensure the Partnership was on the distribution list in the future.

Mr. Horman presented his Affordable Housing Specialist Report (see attached). He informed the members he was currently working with two different couples to complete their applications so that if any affordable resales become available, they would be eligible. He also updated the members on the Canal Crossing Condos. It appears the association is ready to take over the management of the condos which is required before any condos can be sold or purchased under Fannie Mae and Freddie Mac guidelines. Mr. Horman told the members the Trust was looking for buildable lots for affordable purposes. He asked if the members knew of any, to let them know. Mr. Horman will be going through the map books to try and identify potential lots.

There being no further business, Ms. Ross asked for a motion to adjourn. Mr. Hill made said motion at 3:55 p.m., second by Ms. Thurston, unanimous vote of the members.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Notice

**Bourne Affordable Housing Trust Meeting
Thursday, May 9, 2013
4:30 PM
Lower Conference Room
Bourne Town Hall
24 Perry Ave
Buzzards Bay, MA 02532**

Agenda:

1. Review minutes of previous meeting
2. Summary of Financial Status
3. Review independent audit requirement
4. Vote to enter executive session to discuss acquisition of real estate properties in Bourne for the purpose of building or preserving affordable homes.
5. Vote to return to open session
6. Status of Housing Applications to the Community Preservation Committee for FY 2014 Funding
7. Request for authorization for Affordable Housing Specialist to expend additional funds for Legal Services
8. Affordable Housing Specialist's update
9. Discussion of future agenda items

Kerry Horman,

Affordable Housing Specialist

2013 MAY 7 AM 9 05
TOWN CLERK'S OFFICE
BOURNE, MASS

Bourne Affordable Housing Trust

Minutes

2013 OCT 2 AM 10 18
May 9, 2013

TOWN CLERK'S OFFICE

BOURNE, MASS.

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

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

Trustees Absent: None

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

Meeting called to order at 4:30 p.m. by Chairperson, Susan Ross.

Ms. Ross asked the members to review the minutes from the January 30, 2013 meeting. A motion was made by Mr. Meier, second by Mr. Walsh to approve the minutes of the December 20, 2012 meeting; unanimous vote of the members.

Mr. Horman presented a summary of the financial status (see attached handouts). He stated he and Ms. Moore have been working on the financials and have determined that the subsidy for the closing of Adams Street should have come out of CPA funds but were taken out of the Trust Assets, along with a few other issues. He stated that he and Ms. Moore have come to an agreement upon the amount and she will submit that and the account will be up-to-date.

There was some discussion on the way the accounts were drawn down and the confusion on how to account for the funds in the appropriate years, since projects were ongoing. The members then discussed the possibility of maintaining a separate set of spreadsheets to account for each project in the appropriate year. It was agreed that for FY2014 we would maintain our own set of spreadsheets for our own records.

Mr. Horman updated the members on the independent audit requirement. The Trust was notified through Ms. Moore by the Treasurer's office that the Housing Trust has to do an independent audit. This independent audit does not have to be independent from the Town. After speaking with Ms. Ross, it was agreed to have Kathleen O'Donnell write a letter to Linda Marzelli regarding the independent audit, verifying the Trust does not maintain separate funds and all funds are maintained by the Town Treasurer. Mr. Horman stated that there has been no response back from Ms. Marzelli since sending the letter.

Ms. Ross asked for a vote to move into Executive Session. A motion was made by Mr. Meier, second by Mr. Berger, to move into Executive Session to approve the prior meeting minutes and to discuss acquisition of real estate properties in Bourne for the purpose of building or preserving affordable homes; an individual roll call resulted in Mr. Meier voting

yes, Mr. Walsh voting yes, Ms. Riordan voting yes, Mr. Berger voting yes and Ms. Ross voting yes.

The members moved to Executive Session at 4:53 p.m.

At the end of Executive Session, a motion was made by Mr. Meier, second by Ms. Riordan, to move out of Executive Session and move to open session at 6:15 p.m.; an individual role call resulted in Ms. Riordan voting yes, Mr. Meier voting yes, Mr. Berger voting yes, Mr. Walsh voting yes and Ms. Ross voting yes

Mr. Horman gave an update on the status of the Housing Applications to the Community Preservation Committee. He stated that everything has been approved and they were all set.

Mr. Horman then informed the members that the funding for legal fees was exhausted and asked they approve additional funding for Kathleen O'Donnell's legal services. A motion was made by Mr. Berger, second by Mr. Meier, to approve \$2,500 for legal fees, unanimous vote of the members.

Mr. Horman asked the members to review his update (see attached). He informed the members we were now members of the Cape Cod Canal Regional Chamber of Commerce and is currently working with Craig Orsi to establish a better web presence through email blasts and Facebook links.

Mr. Horman stated that discussion regarding the Governor's proposal for regional control of the housing authorities will be put on the agenda for the next meeting.

There being no other business before the committee, a motion was made by Ms. Riordan, second by Mr. Berger to adjourn at 6:23 p.m.; unanimous vote of the members.

Respectfully submitted,

Dolores Consoletti
Administrative Support

2013

Bourne Affordable Housing Trust
Minutes of Executive Session Meeting
May 9, 2013

RECEIVED
2017 MAR -8 PM 2:54
TOWN CLERK BOURNE

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

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

Trustees Absent: None

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

Meeting opened at 4:53 p.m.

Mr. Horman informed the members an affordable property is becoming available in the Nightingale Pond Estates, at 47 High Ridge. The State is a partner in monitoring this property with us. The deed rider states that if the Town or the State doesn't take on the responsibility to find a buyer within ninety days of notification, the owner can go out and sell it on the open market and waive all of the conditions in the deed rider. The owner got into financial trouble and took a second mortgage without approval on the property with Sovereign Bank. Sovereign Bank then sold it to Franklin. The owner then vacated the property and rented it because she couldn't afford the mortgage. The renter came in, trashed it and then left. The owner then notified us that she was in trouble and she was unable to pay the mortgage for April and May and wanted to sell the property. Discussion ensued on whether or not the owner was in violation on the conditions in the deed rider and the Trust's possible recourse and options for pursuing this property.

Kathleen O'Donnell joined the meeting via conference call at 5:12 p.m.

Mr. Berger asked Ms. O'Donnell how they should deal with the unauthorized second mortgage held by Sovereign. Ms. O'Donnell's opinion was that the Sovereign loan was not allowed and wasn't permitted in the first place. She also stated that the State wasn't doing anything with this situation due to time and money constraints. Ms. O'Donnell felt that a short sale was the Trust's best option. A short sale would require the owners cooperation and Ms. O'Donnell felt if they could get Sovereign to let her off the hook for the second mortgage, it may be the incentive needed to get her to cooperate with a short sale. The members discussed the option of having the owner sign a power of attorney for the Trust to work on her behalf or work with her to start the short sale process. Ms. O'Donnell asked Mr. Horman to send her the property address so she could check on the title to see if anything has started with the foreclosure. Mr. Horman stated he would email the address to her.

The conference call with Ms. O'Donnell ended at 5:28 p.m.

A motion was made by Mr. Berger, second by Mr. Meier, to authorize Mr. Horman to contact the owner of the property located at 47 High Ridge to pursue a short sale; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes, Mr. Berger voting yes and Ms. Ross voting yes..

Ms. Ross asked the members to review the Executive Session minutes from the January 30, 2013 meeting. A motion was made by Mr. Meier, second by Ms. Riordan to approve the minutes and to continue to encumber them; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes, Mr. Berger voting yes and Ms. Ross voting yes.

Mr. Horman updated the members on his efforts to identify potential non-conforming lots. He stated they had sent letters to the owners of these identified lots and then followed up with telephone calls or a second letter. The response has been limited. He is currently trying to follow-up with the owners of 14 Alden Avenue. He also provided an update on the draining issues on the lot on 10 Thom Avenue. He indicated he spoke with the engineer regarding the issue of the two drains at the end of the street that at one time had a pipe draining into the lot. He informed the members they no longer drain into that lot, they drain down the hill into a catch basin, and the pipe has been cut off. The drainage did not affect the soil on that lot. To use that lot, we wouldn't be able to put in a full-foundation; it would have to be either a slab or a raised ranch. He stated his research showed houses on slabs are harder to sell. Discussion ensued on what type of house could be built on that lot; Mr. Horman recommended a tri-level. He then presented the members with an additional cost estimate from Warwick needed to preform additional site evaluation. After some discussion, a motion was made Mr. Meier, second by Mr. Berger, to approve up to an additional \$2,500 for a detailed site development estimate of a tri-level on the lot at 10 Thom Avenue; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes, Mr. Berger voting yes, and Ms. Ross abstaining.

Mr. Horman stated that we have the special permit for Maple Street but the owners need about \$60,000 in order to sell the lot. After some discussion a motion was made by Mr. Meier, second by Ms. Riordan, to contact the owner of Maple Street to determine his interest in moving forward; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Ms. Riordan voting yes, Mr. Berger voting yes and Ms. Ross voting yes.

There being no further items before the members, Ms. Ross asked for a motion to move out of Executive Session and return to open session.

A motion was made by Mr. Meier, second by Ms. Riordan, to move out of Executive Session and move to open session at 6:15 p.m.; an individual role call resulted in Ms. Riordan voting yes, Mr. Meier voting yes, Mr. Berger voting yes, Mr. Walsh voting yes and Ms. Ross voting yes.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Notice

Bourne Affordable Housing Trust Meeting
Wednesday, June 12, 2013
4:30 PM
Lower Conference Room
Bourne Town Hall
24 Perry Ave
Buzzards Bay, MA 02532

2013 JUN 7 PM 3 54
TOWN CLERK'S OFFICE
BOURNE, MASS

Agenda:

1. Review minutes of previous meeting
2. Summary of Financial Status
3. Vote to enter executive session to discuss acquisition of real estate properties in Bourne for the purpose of building or preserving affordable homes.
4. Vote to return to open session
5. Request for authorization from the Affordable Housing Specialist to extend the contract with the Housing Rehabilitation Specialist, John Saari, to June 30, 2014, all other terms being the same.
6. Discussion and determination to take action relative to the Governor's proposal to consolidate Housing Authorities.
7. Affordable Housing Specialist's update
8. Discussion of future agenda items

Kerry Horman,

Affordable Housing Specialist

2013

Bourne Affordable Housing Trust
Minutes of Executive Session Meeting
June 12, 2013

RECEIVED

2017 MAR 18 PM 2:54

TOWN CLERK BOURNE

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

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

Trustees Absent: Judith Riordan

Others Present: Affordable Housing Specialist, Kerry Horman and Jack Landers-
Cauley

Meeting opened at 4:47 p.m.

Mr. Horman informed the members they had done extensive research into trying to identify additional non-conforming lots and were unsuccessful. As a result, a decision needed to be made regarding the lots at Thom Avenue and Maple Street. Old Plymouth Road is all set, but the other two needed a decision on how to proceed.

Mr. Landers-Cauley gave an update on Thom Avenue. He indicated he had visited the lot during two very severe rain storms; one of which was a six-inch rain storm, which is close to a 100 year storm. He stated that he observed 7-15 inches of standing water. The lot was actually built up in such a way that the water can't pass from the road onto the property, it acts as a reverse dam. He did not see standing water on the lot during these two storms, but he said the standing water was in the road. The catch basins the town put in were probably undersized. Since Thom Avenue is a public way, the DPW may need to address the catch basins. In order to develop the lot, you would have to keep the topography the same and keep the water problems on Thom Avenue on the road. Ms. Ross asked if a raised ranch would work on this lot and Mr. Landers indicated in his opinion a raised ranch or a tri-level would work. Mr. Horman said that Mr. Walsh suggested if they did decide to build on the lot, the next time there was a storm, pictures of the water issues should be taken so there is a record of the standing water being there before the house was built. Ms. Ross asked for an estimate on how much it would cost to install the septic and to make the lot work. Mr. Landers said the estimates came in between \$17,400 and \$24,000 with both proposals coming in close. Mr. Horman said he had spoken to Christian Valley and asked for a price for a standard Cape Cod building lot septic system and was told anywhere from \$7,000 to \$10,000 and the entire site work \$15,00 to \$20,000; as such, it would probably come out to about \$12,000 to \$20,000 higher for this lot than a standard lot. It was Mr. Landers opinion that Thom Avenue was a viable lot if we were careful with the development.

Mr. Horman gave an update on the Maple Street lot. He stated the owner of the lot sent a letter stating the price for the lot is \$60,000. He gave each member copies of the plans with the building in the back and the septic system in the front. This layout doesn't leave much, if

any, of a backyard. He said in talking to another real estate agent, a house without a backyard is very difficult to sell. Mr. Landers said they did a perc test about a year ago and the lot didn't seem to have the normal land form this neighborhood should have. The perc test showed two feet of fill, but they didn't have the time to take any further tests. He recommends a couple more test holes to confirm the extent of fill. If there is extensive fill, it would present an issue for both the septic system and the building. On new construction, Title V requires a septic system within 3 feet of finish grade. If there is eight feet of fill, you would need to dig out 8 feet of fill, bringing in 8 feet of title V sand, plus you have to be 15 feet away from the top of that soil adsorption system from whatever the elevation is. After much discuss regarding the potential issues with the lot, a motion was made by Mr. Berger, second by Mr. Meier to authorize Mr. Horman to spend the money to have the additional test holes dug on the Maple Street lot; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Mr. Berger voting yes and Ms. Ross voting yes. In addition, a motion was made by Mr. Berger, second by Mr. Meier, to make an offer on Thom Avenue, which was not to exceed \$20,000; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting no, Mr. Berger voting yes and Ms. Ross recused herself. Mr. Horman will check with Ms. O'Donnell to see if the previous vote meets the quorum requirement.

At this point, Mr. Landers left the meeting.

Ms. Ross asked the members to review the Executive Session minutes from the May 9, 2013 meeting. A motion was made by Mr. Meier, second by Mr. Berger to approve the minutes and to continue to encumber them; an individual role call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Mr. Berger voting yes and Ms. Ross voting yes.

Mr. Horman updated the members regarding the property at 47 High Ridge. He and Ms. Ross met with the owner. She stated she has a letter from Franklin suggesting there was an opportunity to negotiate a settlement. She hopes to negotiate a settlement with Franklin and then sell the property for \$85,000, which is the maximum she can sell it for. She would then end up with some money. They left it that she would talk to Franklin about a settlement. Mr. Horman has called twice to determine the status, but has not heard back from her. He also stated the Trust does not have the authority to go ahead with anything unless they have her cooperation. If there is a foreclosure action, they would then have the authority to go and buy it to stop that foreclosure. The members asked Mr. Horman to continue to follow up with the owner.

There being no further items before the members, Ms. Ross asked for a motion to move out of Executive Session and return to open session.

A motion was made by Mr. Meier, second by Mr. Berger, to move out of Executive Session and move to open session at 6:06 p.m.; an individual role call resulted in Mr. Meier voting yes, Mr. Berger voting yes, Mr. Walsh voting yes and Ms. Ross voting yes.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Bourne Affordable Housing Trust
Minutes
June 12, 2013

BOURNE, MASS
CLERK'S OFFICE
OCT 2 AM 10 18

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

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

Trustees Absent: Judith Riordan

Others Present: Affordable Housing Specialist, Kerry Horman and Jack Landers,
Cawley

Meeting called to order at 4:30 p.m. by Chairperson, Susan Ross.

Ms. Ross asked the members to review the minutes from the previous meeting. A motion was made by Mr. Berger, second by Mr. Walsh, to approve the minutes of the May 9, 2013 meeting; unanimous vote of the members.

Mr. Horman reviewed the Summary of Financial Status (see attached) he and Ms. Moore have been working on to consolidate the various Affordable Housing accounts. The breakout provides current account balances and a summary of what goes into each account. He indicated that going forward, with this breakout of accounts, there would be greater control over where monies are applied.

Ms. Ross asked the members to move to Agenda Item #5 to give Mr. Meier additional time to arrive before going into Executive Session. Mr. Horman explained to the members the contract with John Saari, Housing Rehabilitation Specialist, expires on June 30, 2013 and has requested his contract be extended with all terms remaining the same. After some discussion, a motion was made by Mr. Berger, second by Mr. Walsh, to extend the contract to June 30, 2014, unanimous vote of the members.

Mr. Meier arrived at the meeting at 4:45 p.m.

Ms. Ross asked for a vote to move into Executive Session. A motion was made by Mr. Meier, second by Mr. Berger, to move into Executive Session to discuss acquisition of real estate properties in Bourne for the purpose of building and preserving affordable homes; an individual roll call resulted in Mr. Meier voting yes, Mr. Walsh voting yes, Mr. Berger voting yes and Ms. Ross voting yes.

The members moved to Executive Session at 4:47 p.m.

At the end of Executive Session, a motion was made by Mr. Meier, second by Mr. Berger, to move out of Executive Session and move to open session at 6:06 p.m.; an individual roll call resulted in Mr. Meier voting yes, Mr. Berger voting yes, Mr. Walsh voting yes and Ms. Ross voting yes.

There being no other business before the committee, a motion was made by Mr. Berger, second by Mr. Meier to adjourn at 6:07 p.m.; unanimous vote of the members.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Notice

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TOWN CLERK'S OFFICE

Bourne Affordable Housing Trust Meeting BOURNE, MASS

Tuesday, July 23, 2013

5:00 PM

Lower Conference Room

Bourne Town Hall

24 Perry Ave

Buzzards Bay, MA 02532

Agenda:

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

Kerry Horman,

Affordable Housing Specialist

2013

Bourne Affordable Housing Trust
Minutes of Executive Session Meeting
July 23, 2013

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TOWN CLERK BOURNE

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

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

Trustees Absent: Judith Riordan, Excused

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

Meeting opened at 5:09 p.m.

Ms. Ross asked the members to review the minutes of the June 12, 2013 meeting. A motion was made by Mr. Berger second by Mr. Meier to approve the minutes of the June 12, 2013 meeting and to be encumbered; an individual role call resulted in Mr. Meier voting yes, Mr. Berger voting yes, Ms. Ross voting yes and Mr. Walsh abstaining.

Mr. Horman presented an update on 15 Thom Avenue. Mr. Horman informed the members 15 Thom Avenue is currently under a P&S. It is ready to go ahead and apply for the special permit. Mr. Horman will bring the paperwork into Ann Gratis tomorrow. It should be on the September Planning Board meeting. Ms. Ross asked to have the engineer attend the meeting. Mr. Horman will see if the engineer can attend the meeting. As soon as the special permit is granted, the RFP will go out. Ms. Ross and Mr. Horman will start work on the RFP to have it ready to go as soon as the permit is approved. Ms. Ross stated this RFP will go out for two different houses, one a tri-level and the other a saltbox.

Ms. Ross then asked the members to review the engineer's packet of information on Maple Street. After reviewing the information, a motion was made by Mr. Meier second by Mr. Berger not to go any further with the Maple Street property; an individual role call resulted in Mr. Meier voting yes, Mr. Berger voting yes, Ms. Ross voting yes and Mr. Walsh abstaining. Mr. Horman was asked by the members to send the owner a letter informing him of the results and to provide him with a copy of the engineer's report.

Mr. Horman asked the members to consider pursuing the lot on Alden Avenue which has a water pipe easement down the middle of the lot. Mr. Horman asked if he should go back to the owner and talk to her about the possibility of a variance and having the easement moved. He asked the members if they thought he should pursue this option. After some discussion it was agreed that Mr. Horman should pursue it with the owner.

Mr. Horman updated the members on the property at 47 High Ridge. He spoke with the owner and she is moving back into house in September and has family that will help her fix the place up. He gave her the name of someone John Saari gave him that would fix the cracks in the foundation for a reasonable price. The foreclosure for the first mortgage is off the table and she is trying to get a modification on the second. She offered them \$8,000 but they wanted \$15,000 so they wouldn't accept her offer.

There being no further items before the members, Ms. Ross asked for a motion to move out of Executive Session and return to open session. A motion was made by Mr. Meier, second by Mr. Berger, to move out of Executive Session and move to open session at 5:44 p.m.; an individual roll call resulted in Mr. Meier voting yes, Mr. Berger voting yes, Ms. Ross voting yes and Mr. Walsh abstaining.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Bourne Affordable Housing Trust
Minutes
July 23, 2013

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

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

Trustees Absent: Judith Riordan, Excused

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

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TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting called to order at 5:06 p.m. by Chairperson, Susan Ross.

Ms. Ross asked the members to review the minutes from the June 12, 2013 meeting. A motion was made by Mr. Meier, second by Mr. Berger to approve the minutes of the June 12, 2013 meeting; a majority of the members voting in the affirmative, Mr. Walsh abstained.

Ms. Ross asked for a vote to move into Executive Session. A motion was made by Mr. Berger, second by Mr. Meier, to move into Executive Session to approve the prior meeting minutes and to discuss negotiation and acquisition of real estate properties in Bourne for the purpose of building or preserving affordable homes; an individual role call resulted in Mr. Meier voting yes, Mr. Berger voting yes and Ms. Ross voting yes, Mr. Walsh abstaining.

The members moved to Executive Session at 5:09 p.m.

At the end of Executive Session, a motion was made by Mr. Meier, second by Mr. Berger, to move out of Executive Session and move to open session at 5:44 p.m.; an individual role call resulted in Mr. Meier voting yes, Mr. Berger voting yes, Ms. Ross voting yes and Mr. Walsh abstaining.

Mr. Horman reviewed the update of the account summary balances for the Affordable Housing. Ms. Ross informed the members the Partnership voted a year ago for any monies that went to the Partnership was now available to the Trust. Any line item on the summary that has the Partnership in the title, the Trust is able to draw on. She also stated that starting with this Fiscal year, they will start taking the money out of the oldest accounts first to draw down those accounts.

Mr. Meier left the meeting at 5:55 p.m.

There being no other business before the committee, a motion was made by Mr. Berger, second by Ms. Ross to adjourn at 5:58 p.m.; a majority of the members voting in the affirmative, Mr. Walsh abstained.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Bourne Affordable Housing Trust
Minutes of Executive Session Meeting
July 23, 2013

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

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

Trustees Absent: Judith Riordan, Excused

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

Meeting opened at 5:09 p.m.

Ms. Ross asked the members to review the minutes of the June 12, 2013 meeting. A motion was made by Mr. Berger second by Mr. Meier to approve the minutes of the June 12, 2013 meeting and to be encumbered; an individual role call resulted in Mr. Meier voting yes, Mr. Berger voting yes, Ms. Ross voting yes and Mr. Walsh abstaining.

Mr. Horman presented an update on 15 Thom Avenue. Mr. Horman informed the members 15 Thom Avenue is currently under a P&S. It is ready to go ahead and apply for the special permit. Mr. Horman will bring the paperwork into Ann Gratis tomorrow. It should be on the September Planning Board meeting. Ms. Ross asked to have the engineer attend the meeting. Mr. Horman will see if the engineer can attend the meeting. As soon as the special permit is granted, the RFP will go out. Ms. Ross and Mr. Horman will start work on the RFP to have it ready to go as soon as the permit is approved. Ms. Ross stated this RFP will go out for two different houses, one a tri-level and the other a saltbox.

Ms. Ross then asked the members to review the engineer's packet of information on Maple Street. After reviewing the information, a motion was made by Mr. Meier second by Mr. Berger not to go any further with the Maple Street property; an individual role call resulted in Mr. Meier voting yes, Mr. Berger voting yes, Ms. Ross voting yes and Mr. Walsh abstaining. Mr. Horman was asked by the members to send the owner a letter informing him of the results and to provide him with a copy of the engineer's report.

Mr. Horman asked the members to consider pursuing the lot on Alden Avenue which has a water pipe easement down the middle of the lot. Mr. Horman asked if he should go back to the owner and talk to her about the possibility of a variance and having the easement moved. He asked the members if they thought he should pursue this option. After some discussion it was agreed that Mr. Horman should pursue it with the owner.

Mr. Horman updated the members on the property at 47 High Ridge. He spoke with the owner and she is moving back into house in September and has family that will help her fix the place up. He gave her the name of someone John Saari gave him that would fix the cracks in the foundation for a reasonable price. The foreclosure for the first mortgage is off the table and she is trying to get a modification on the second. She offered them \$8,000 but they wanted \$15,000 so they wouldn't accept her offer.

There being no further items before the members, Ms. Ross asked for a motion to move out of Executive Session and return to open session. A motion was made by Mr. Meier, second by Mr. Berger, to move out of Executive Session and move to open session at 5:44 p.m.; an individual roll call resulted in Mr. Meier voting yes, Mr. Berger voting yes, Ms. Ross voting yes and Mr. Walsh abstaining.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Bourne Affordable Housing Trust
Minutes
July 23, 2013

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

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

Trustees Absent: Judith Riordan, Excused

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

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TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting called to order at 5:06 p.m. by Chairperson, Susan Ross.

Ms. Ross asked the members to review the minutes from the June 12, 2013 meeting. A motion was made by Mr. Meier, second by Mr. Berger to approve the minutes of the June 12, 2013 meeting; a majority of the members voting in the affirmative, Mr. Walsh abstained.

Ms. Ross asked for a vote to move into Executive Session. A motion was made by Mr. Berger, second by Mr. Meier, to move into Executive Session to approve the prior meeting minutes and to discuss negotiation and acquisition of real estate properties in Bourne for the purpose of building or preserving affordable homes; an individual role call resulted in Mr. Meier voting yes, Mr. Berger voting yes and Ms. Ross voting yes, Mr. Walsh abstaining.

The members moved to Executive Session at 5:09 p.m.

At the end of Executive Session, a motion was made by Mr. Meier, second by Mr. Berger, to move out of Executive Session and move to open session at 5:44 p.m.; an individual role call resulted in Mr. Meier voting yes, Mr. Berger voting yes, Ms. Ross voting yes and Mr. Walsh abstaining.

Mr. Horman reviewed the update of the account summary balances for the Affordable Housing. Ms. Ross informed the members the Partnership voted a year ago for any monies that went to the Partnership was now available to the Trust. Any line item on the summary that has the Partnership in the title, the Trust is able to draw on. She also stated that starting with this Fiscal year, they will start taking the money out of the oldest accounts first to draw down those accounts.

Mr. Meier left the meeting at 5:55 p.m.

There being no other business before the committee, a motion was made by Mr. Berger, second by Ms. Ross to adjourn at 5:58 p.m.; a majority of the members voting in the affirmative, Mr. Walsh abstained.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Notice

Bourne Affordable Housing Trust Meeting
August 12, 2013
4:30 PM
Room 3
Bourne Veterans Memorial Community Center
239 Main St.
Buzzards Bay, MA 02532

Agenda:

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

Kerry Horman,

Affordable Housing Specialist

2013 AUG 8 AM 10 50
TOWN CLERK'S OFFICE
BOURNE, MASS

Bourne Affordable Housing Trust Meeting
Minutes
August 12, 2013

Meeting Location: Bourne Veterans Memorial Community Center, 239 Main Street,
Room 3, Buzzards Bay, MA 02532

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

Trustees Absent: None

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

Chairperson Ross called the meeting to order at 4:38 p.m.

Ms. Ross asked the members to review the minutes from the July 23, 2013 meeting. A motion was made by Mr. Meier, second by Mr. Walsh to approve the minutes of the June 12, 2013 meeting; a majority of the members voting in the affirmative, Ms. Riordan abstained.

Mr. Berger joined the meeting at 4:45 p.m.

Ms. Ross asked for a vote to move into Executive Session. A motion was made by Mr. Meier, second by Ms. Riordan, to move into Executive Session to approve the prior meeting minutes and to discuss negotiation and acquisition of real estate properties in Bourne for the purpose of building or preserving affordable homes; an individual role call resulted in Mr. Meier voting yes, Mr. Berger voting yes and Ms. Ross voting yes, Mr. Walsh, voting yes and Ms. Riordan voting yes.

The members moved to Executive Session at 4:50 p.m.

At the end of Executive Session, a motion was made by Mr. Meier, second by Mr. Berger, to move out of Executive Session and move to open session at 5:35 p.m.; an individual role call resulted in Mr. Meier voting yes, Mr. Berger voting yes, Ms. Ross voting yes, Mr. Walsh voting yes and Ms. Riordan voting yes.

Mr. Meier asked that discussion regarding the Governor's position of consolidation to Regional Housing Authorities be put on the agenda for the next meeting. Mr. Horman agreed that he would ensure it was added to the agenda.

TOWN CLERK'S OFFICE
BOURNE, MASS
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There being no other business before the committee, a motion was made by Mr. Meier, second by Mr. Ross to adjourn at 5:47 p.m.; unanimous vote of the members.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Bourne Affordable Housing Trust
Minutes of Executive Session Meeting
August 12, 2013

Meeting Location: Bourne Veterans Memorial Community Center, 239 Main Street,
Room 3, Buzzards Bay, MA 02532

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

Trustees Absent: None

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

Meeting opened at 4:50 p.m.

Ms. Ross asked the members to review the minutes from the July 23, 2013 Executive Session meeting. A motion was made by Mr. Meier, second by Mr. Walsh to approve the minutes of the June 12, 2013 meeting; an individual role call resulted in Mr. Meier voting yes, Mr. Berger voting yes, Ms. Ross voting yes, Mr. Walsh voting yes and Ms. Riordan voting yes.

Mr. Horman asked the members to review the Outline of Issues and the Addendum provided on 21 Marisol Drive. The owner of the property has completed the required 180-day marketing period process of trying to sell the unit for the resale price under the deed restriction and was unable to do so. She has since put the unit on the open market and has received an offer. If the unit was sold to the current offer, the unit would be sold free and clear of the deed restriction and the Town would lose an affordable. Mr. Horman asked the members to consider having the Trust purchase the unit, to maintain it as an affordable and then resell it with the new deed rider in place. There was some discussion on the purchase price versus the possible selling price, and the actual cost of building an affordable. After much discussion, the members were in agreement that it was worth purchasing the unit to maintain it as an affordable. As such, a motion was made by Mr. Berger, second by Mr. Walsh, to negotiate the purchase of 21 Marisol Drive, contingent upon a satisfactory home inspection, approval by the Bourne Housing Partnership and any other required agency, and also any legal requirements; an individual role call resulted in Mr. Berger voting yes, Ms. Riordan voting yes, Ms. Ross voting yes, Mr. Meier voting yes and Mr. Walsh voting yes.

There being no further items before the members, Ms. Ross asked for a motion to move out of Executive Session and return to open session. A motion was made by Mr. Meier, second by Mr. Berger, to move out of Executive Session and move to open session at 5:35 p.m.; an

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TOWN CLERK'S OFFICE
BOURNE, MASS

individual role call resulted in Mr. Meier voting yes, Mr. Berger voting yes, Ms. Ross voting yes, Mr. Walsh voting yes and Ms. Riordan voting yes.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Bourne Affordable Partnership Meeting
Minutes

August 13, 2013

2013 OCT 10 PM 3:35

TOWN CLERK'S OFFICE
Meeting Location: Bourne Housing Authority Offices, 871 Shore Road, Pocasset,
Bourne, Massachusetts

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

Members Absent: None

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

Meeting called to order at 3:05 p.m. by Chairperson, Susan Ross

Chairperson Ross opened the meeting and asked the members to review the minutes from the previous meeting. A motion was made by Mr. Hill, second by Ms. Moore, to approve the minutes of the January 30, 2013 meeting; the vote was affirmative with Ms. Moore abstaining.

Ms. Thurston joined the meeting at 3:07 p.m.

Mr. Horman provided the members with an update on the RFQ for a housing consultant to update the Housings Needs Assessment and Action Plan. He further explained that since the proposal is under \$5,000, whoever comes in with the lowest price and meets the criteria, we are required to go with that quote. He stated he got three names of the best people and sent the RFQ out. Mr. Horman provided the members with the criteria sent to each candidate and will update the members when he receives the quotes.

Mr. Horman updated the members on the issues related to the monitoring agent at Pilgrim Pines. He informed the members that the developer has plans to go before the Planning Board for a waiver on the last five affordables they are required to build. It hasn't formally taken place yet, but he assumed when it did, the Partnership would want to be involved. Ms. Ross informed the members the developer had written to the Board asking them to buy the affordables and develop them ourselves. They responded they would not do that. She also informed the members that if he did go bankrupt, whoever buys the development would have to keep the affordables requirement. She said she asked the member of the Trust who is on the Board of Appeals if they had it on the agenda yet, he said no but would let us know when it was put on the agenda. Mr. Horman stated the owner of 56 Marisol is complaining of cracks in the foundation. It appears to be caused by runoff from the next door neighbor which could be fixed by a simple regarding or the property. Roger has been out there; it's a small thing which could be fixed easily but they won't do anything because under

bankruptcy, they aren't allowed to spend any money on the old houses. He went on to say that 47 High Ridge has bad cracks in the foundation. The owner vacated the house, had rented it, the house has been trashed and needs work. We told the owners we'd like to buy it back but the owners said no, they were moving back in and were going to fix it up. It was under threat of foreclosure with an illegal second mortgage. In this case, the resale price is less than what the owner needs to get out of it (including the second mortgage).

Ms. Ross asked for a vote to move into Executive Session. A motion was made by Ms. Thurston, second by Mr. Hill, to move into Executive Session to discuss recommendations to the Housing Trust on the purchase of real estate property and pricing for the purpose of creating or preserving affordable housing and to return to open session upon completion of that discussion; an individual role call resulted in Mr. Hill voting yes, Ms. Thurston voting yes, Ms. Moore voting yes and Ms. Ross voting yes.

The members moved to Executive Session at 3:33 p.m.

At the end of Executive Session, a motion was made by Ms. Thurston, second by Mr. Hill, to move into Open Session at 4:37 p.m.; an individual role call resulted in Mr. Hill voting yes, Ms. Thurston voting yes, Ms. Moore voting yes and Ms. Ross voting yes.

Mr. Horman gave each of the members a copy of his update report for their review.

There being no further business, Ms. Ross asked for a motion to adjourn. Ms. Moore made said motion at 4:41 p.m., second by Mr. Hill, unanimous vote of the members.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Bourne Affordable Partnership Meeting
Executive Session Minutes
August 13, 2013

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2017 MAR 19 PM 3:20

TOWN CLERK BOURNE

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

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

Members Absent: None

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

The meeting opened at 3:33 p.m.

Mr. Horman asked the members to take the time review the Outline of Issues Relative to 21 Marisol Drive and the Addendum. Ms. Ross informed the members this unit has the old deed rider. The owners have been trying to sell it because the husband has a new job and they have another house they want to purchase. She let the members know on the previous evening, the Housing Trust voted to purchase the unit back to preserve it as an affordable and then to turn around and resell it with the new deed rider. She said we could sell it up to 120% of median income to get more people to qualify. Ms. Ross informed the members that they needed to decide if they wanted the Trust to buy this unit back and to vote to approve the purchase. Mr. Horman stated that the Town had the opportunity to buy the property initially or take on the responsibility to market it. He further stated the price was too high at the time and the Town and this Board recommended not buying it nor taking on the marketing of it. The owner went step-by-step and followed the regulations, has gone through the process and, having received no offers at the subsidized pricing, can now sell it at fair market value on the open market with all of the restrictions gone. Mr. Hill asked what additional costs would be incurred to market this property. Ms. Ross stated that they may not be able to sell it for \$217,000 and may have to put the price down and Trust may have to subsidize it. The Trust felt it was still worth it to retain the affordable unit, considering if they were to build an affordable, it would cost them roughly \$60,000. Mr. Horman stated the Board would need to determine what the fair market value of the unit is. His recommendation to the Board was to have an independent, outside person with no financial ties to this deal, to determine the fair market value.

After much discussion regarding the determination of fair market value, a motion was made by Ms. Thurston, second by Mr. Hill, to accept the Opinion of Value of Amy Neading of \$219,000, which is on the lower end of the Fair Market Value range; an individual role call

resulted in Mr. Hill voting yes, Ms. Thurston voting yes, Ms. Moore voting yes and Ms. Ross voting yes.

Further, a motion was made by Mr. Hill, second by Ms. Thurston, to allow the Trust to negotiate the purchase of 21 Marisol Drive; an individual role call resulted in Mr. Hill voting yes, Ms. Thurston voting yes, Ms. Moore voting yes and Ms. Ross voting yes.

There being no further items before the members, Ms. Ross asked for a vote to move into Open Session. A motion was made by Ms. Thurston, second by Mr. Hill, to move into Open Session at 4:37 p.m.; an individual role call resulted in Mr. Hill voting yes, Ms. Thurston voting yes, Ms. Moore voting yes and Ms. Ross voting yes.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Notice

2013 SEP 18 PM 3 05

TOWN CLERK'S OFFICE
BOURNE, MASS

Bourne Affordable Housing Trust Meeting
September 24, 2013
5:00 PM
Downstairs Conference Room
Town Hall
24 Perry Ave.
Buzzards Bay, MA 02532

Agenda:

1. Review minutes of previous meeting
2. Summary of Financial Status
3. Discussion of projects at 15 Thom Ave and 143 Old Plymouth Rd.
4. Vote to enter executive session to discuss acquisition of real estate properties in Bourne for the purpose of building or preserving affordable homes.
5. Vote to return to open session
6. Affordable Housing Specialist's Report
7. Discussion of future agenda items

Kerry Horman,

Affordable Housing Specialist

Bourne Affordable Housing Trust Meeting
Minutes
September 24, 2013

Meeting Location: Bourne Town Hall, 24 Perry Avenue, Buzzard Bay, MA 02532

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

Trustees Absent: None

Others Present: Affordable Housing Specialist, Kerry Horman, Jack Landers-Cauley,
P.E. and Dolores Consoletti, Administrative Support

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

Ms. Ross asked the members to review the minutes from the previous meeting. A motion was made by Mr. Berger, second by Ms. Riordan to approve the minutes of the August 12, 2013 meeting; unanimous vote of the members.

Mr. Meier joined the meeting at 5:02 p.m.

Mr. Horman distributed a copy of the current financials to the members that Ms. Moore compiled summarizing the sources of funding for the Affordable Housing use (see attached).

Ms. Ross asked for a vote to move into Executive Session. A motion was made by Mr. Meier, second by Mr. Berger, to move into Executive Session to discuss acquisition of real estate properties in Bourne and return to open session after that; an individual role call resulted in Ms. Riordan voting yes, Mr. Berger voting yes, Mr. Walsh, voting yes, Mr. Meier voting yes and Ms. Ross voting yes.

The members moved to Executive Session at 5:05 p.m.

At the end of Executive Session, a motion was made by Mr. Meier, second by Mr. Berger, to move out of Executive Session and move to open session at 6:27 p.m.; an individual role call resulted in Ms. Riordan voting yes, Mr. Walsh voting yes, Mr. Berger voting yes, Mr. Meier voting yes and Ms. Ross voting yes.

Mr. Horman informed the members that Ms. Sunnarborg is moving ahead with updating the Housing Needs Assessment and Action Plan. She should have something back to the Partnership in a month.

2014 SEP 24 PM 9 19
TOWN CLERK'S OFFICE
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Mr. Meier asked that discussion regarding the Governor's position of consolidation to Regional Housing Authorities be put on the agenda for the next meeting. Mr. Horman agreed that he would ensure it was added to the agenda.

There being no other business before the committee, a motion was made by Mr. Berger, second by Mr. Meier to adjourn at 6:30 p.m.; unanimous vote of the members.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Bourne Affordable Housing Trust
Minutes of Executive Session Meeting
September 24, 2013

Meeting Location: Bourne Town Hall, 24 Perry Avenue, Buzzard Bay, MA 02532

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

Trustees Absent: None

Others Present: Affordable Housing Specialist, Kerry Horman, Jack Landers-Cauley, P.E. and Dolores Consoletti, Administrative Support

Meeting opened at 5:05 p.m.

Ms. Ross updated the members on the last Planning Board meeting regarding Thom Avenue. She and Mr. Horman went to the meeting and asked for a postponement due to Mr. Lander-Cauley being unable able to attend due to a sickness in the family. She stated that the previous afternoon, the Planning Board received a letter from Cynthia Coffin, Health Agent for the Town of Bourne in which she voiced concerns about the site, the house, the septic and the plans. When they got to the meeting, there was standing room only of people from the neighborhood, who appeared against it. In the meantime, Jack Cauley came back to town and has met with Cindy and we now have a letter from her stating that her concerns were met and she wants a few things in the motion.

Mr. Landers-Cauley stated that Mr. Horman asked him about getting a price to put in a leeching field. He informed the members it would be about \$3,800. He provided the members with copies of updated plans showing the leeching pit and also included all the comments Cindy made. It also addresses the drainage issues. Whether something is built on the lot or not, the drainage issues are going to remain. We can only make sure we don't exacerbate the situation. Jack suggested providing a drainage structure in the back of the lot similar to a drainage manhole in the road; six-foot diameter, six-foot deep, crushed stone grate to grade. Where it differs is its going to dig it through some of the core material; we're going to dig the hole six feet deeper and then excavate this hole which will be at least twelve feet deep, place crushed stone six feet in the bottom, put the trap basin in and surround it with stone and then put a landscaped grate on top of it. He also propose to make it 3 to 4 inches higher than the finished grade so that any more standing water higher than 3 to 4 inches will drain off into the catch basins. The normal silts in the backyard (litter, leaves, etc.) wouldn't go into it as easily. This will take the additional water on the lager rainstorm events, and take the water that flows over the ground and gets to the backyard. Mr. Meier asked if this drainage structure would need to be maintained and Mr. Landers-Cauley stated it would. After some discussion, Ms. Ross asked the members if they wanted to go forward with plans

presented. A motion was made, second by Mr. Meier, to present this plan to the Planning Board to let them know we are committed to addressing the drainage issue so that it doesn't exasperate the current conditions; an individual role call resulted in Ms. Riordan voting yes, Mr. Meier voting yes, Mr. Walsh voting yes, Mr. Berger voting yes and Ms. Ross voting yes.

Mr. Horman updated the members on easement issues on 14 Alden Avenue. He stated the easement went down the middle of the lot. Mr. Berger asked if we had the language of the easement. Mr. Horman said he would get it for him. Mr. Horman asked the members if he should pursue having preliminary engineering work done to determine if this is a feasible lot. After some discussion, a motion was made by Mr. Berger, second by Mr. Walsh to have Mr. Horman check to see if water was available on Armory Street; have Ms. O'Donnell review the title to identify all the easements and conditions then take that report and give it to Mr. Landers-Cauley to see if a house can be placed on the lot; an individual role call resulted in Ms. Riordan voting yes, Mr. Meier voting yes, Mr. Walsh voting yes, Mr. Berger voting yes, and Ms. Ross voting yes.

Mr. Landers-Cauley left the meeting at 6:14 p.m.

Ms. Ross provided an update on 21 Mirasol Drive. This is the unit the owner tried to sell herself in the allotted amount of time and then didn't have to sell it as an affordable anymore so the Trust is stepping in to buy it. In the meantime, Aimee Neading brought a buyer whose income was slightly over what a single person could be at 80% of median income but because of what DHCD told us, we can now go up to 120% of median income. It appears he meets the criteria and has offered to pay \$217,000 for it. That will pay us back, it will also pay for the radon and the only thing we have to pay is the realtor fee if we accept this. We would need to make a motion to accept this minus the shed, since the shed is no longer there. It would be contingent upon Ms. O'Donnell going over this to see if we have to put it in the Central Register. Ms. Ross would like to pay a referral fee to Amy Meeting because she is the one who saved this for us and she isn't getting anything from other sale. After further discussion, a motion was made by Mr. Meier second by Mr. Berger to accept the offer contingent upon seller obtaining title, approval of counsel, shed not included, and further allowing the Chairperson to sign the offer; an individual role call resulted in Ms. Riordan voting yes, Mr. Meier voting yes, Mr. Walsh voting yes, Mr. Berger voting yes, and Ms. Ross voting yes.

There being no further items before the members, Ms. Ross asked for a motion to move out of Executive Session and return to open session. A motion was made by Mr. Meier, second by Mr. Berger, to move out of Executive Session and move to open session at 6:27 p.m.; an individual role call resulted in Ms. Riordan voting yes, Mr. Walsh voting yes, Mr. Berger voting yes, Mr. Meier voting yes and Ms. Ross voting yes.

Respectfully submitted,
Dolores Consoletti
Administrative Support

Chapman, Wendy

From: Chapman, Wendy
Sent: Thursday, September 26, 2013 11:05 AM
To: 'affordablehomes@townofbourne.com'
Subject: FW: Missing Minutes

2012 missing minutes

August 24 October 3 October 15 December 20

From: Chapman, Wendy
Sent: Wednesday, September 25, 2013 4:23 PM
To: 'affordablehomes@townofbourne.com'
Subject: Missing Minutes

Kerry -

I have started working on the missing minutes for previous years - currently I am in 2011. There is a problem with the minutes of August 17. The August 17th minutes reference approving minutes of February 9, 2011 but we do not have a meeting notice or minutes for that date.

Can you check this out and if there is a meeting notice and minutes. Can you let me know and send copies? Thanks

Wendy

Clerks Office

Horman, Kerry

Town of Bourne
Housing Specialist
(508) 457-1005 Work
(774) 313-6842 Mobile
(508) 457-1884 Home
affordablehomes@townofbourne.com
93 Alexander Booker Road
East Falmouth, MA 02536

Notice

2013 NOV 7 AM 10:26

Bourne Affordable Housing Trust Meeting

November 12, 2013

4:45 PM

Downstairs Conference Room

Town Hall

24 Perry Ave.

Buzzards Bay, MA 02532

TOWN CLERK'S OFFICE
BOURNE, MASS

Agenda:

1. Review minutes of previous meeting
2. Summary of Financial Status
3. Vote to whether to sell the property at 21 Mirasol Dr., Buzzards Bay
4. Consideration of the Commonwealth of Massachusetts plan to consolidate local housing authorities into regional entities.
5. Discussion and actions as needed on projects at 15 Thom Ave., 143 Old Plymouth Rd., and 21 Mirasol Dr.
6. Vote to enter executive session to discuss acquisition and sale of real estate properties in Bourne for the purpose of building or preserving affordable homes.
7. Vote to return to open session
8. Consideration of creating a Housing Trust website separate from the Town's website.
9. Affordable Housing Specialist's Report
10. Discussion of future agenda items

Kerry Horman,

Affordable Housing Specialist

Bourne Affordable Housing Trust Meeting

Minutes

November 12, 2013

2014 SEP 4 AM 9 20

TOWN CLERK'S OFFICE

BOURNE, MASS

Meeting Location: Bourne Town Hall, 24 Perry Avenue, Buzzard Bay, MA 02532

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

Trustees Absent: None

Others Present: Affordable Housing Specialist, Kerry Horman, Jack Landers-Cauley, P.E. and Dolores Consoletti, Administrative Support

Chairperson Ross called the meeting to order at 4:58 p.m.

Ms. Ross asked the members to review the minutes from the previous meeting. A motion was made by Mr. Berger, second by Mr. Walsh to approve the minutes of the September 24, 2013 meeting; unanimous vote of the members.

A motion was made by Mr. Meier second by Ms. Riordan to take item #6 on the agenda, Vote to enter Executive Session, out of order; unanimous vote of the members.

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

The members moved to Executive Session at 5:00 p.m.

At the end of Executive Session, a motion was made by Mr. Meier, second by Mr. Walsh, to move out of Executive Session and move to open session at 6:33 p.m.; an individual role call resulted in Ms. Riordan voting yes, Mr. Walsh voting yes, Mr. Berger voting yes, Mr. Meier voting yes and Ms. Ross voting yes.

Mr. Meier asked to postpone agenda item #4 until the next meeting.

Mr. Horman distributed financial statements to the members. Ms. Ross and Mr. Berger asked for a monthly accounting statement detailing the expenses for Trust.

Mr. Horman asked the members if they should go out with an RFP on 143 Old Plymouth Road by itself instead of waiting to go out with two. The members were in agreement to proceed with the RFP.

Mr. Horman updated the members on the website. The Town is updating their website in the next budget. Mr. Horman will be meeting with Mr. Orsi to set up blast faxes and then will wait to see what the town comes up with to link up with theirs.

Mr. Horman updated the members on the USDA. They are on a continuous resolution for funds until January 15. They don't know if the towns that are eligible now are going to continue to be eligible; there is a chance that no one on the Cape is going to be eligible. But what he's being told is that anyone who gets an application in between now and January 15 will be grandfathered through the process. He wants to get that message out through the town broad email system.

Mr. Horman informed the members that 46 Desiree may be sold with the new deed rider on it.

Mr. Horman will put the Consideration of the Commonwealth of Massachusetts plan to consolidate local housing authorities into regional entities onto the next meeting agenda

There being no other business before the committee, a motion was made by Mr. Meier, second by Mr. Lee to adjourn at 6:50 p.m.; unanimous vote of the members.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Bourne Affordable Housing Trust
Minutes of Executive Session Meeting
November 12, 2013

2014 SEP 4 AM 9 20
TOWN CLERK'S OFFICE

BOURNE, MASS
Meeting Location: Bourne Town Hall, 24 Perry Avenue, Buzzard Bay, MA 02532

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

Trustees Absent: None

Others Present: Affordable Housing Specialist, Kerry Horman, Jack Landers-Cauley, P.E., Kathleen O'Donnell, Legal Council (via conference call) and Dolores Consoletti, Administrative Support

Meeting opened at 5:00 p.m.

Mr. Horman gave an update on Thom Avenue. He informed the members they were going back before the Planning Board on Thursday night with an updated letter from Mr. Landers-Cauley. He spoke with the DPW Director who indicated they have spent a lot of money on drainage in that area and maintaining the drainage ditches and manhole covers that's as much as they are going to do. He will be at the meeting. There was some discussion on the issue on whether there was a need to go before the Planning Board for a Special Permit or if that lot should be granted a building permit by right. Ford O'Connor (attorney for the owner of the lot) had sent a letter to Roger LaPort, the Building Inspector, and it's his opinion that there is no continuous ownership. Mr. Horman spoke with Roger today who stated that he spoke with the Town Engineer and they were in agreement that they will not accept Mr. O'Connor's premise and that this property needs a special permit. Ms. Ross stated she heard that Mr. O'Connor delivered this letter to Mr. LaPort, the Planning Board, the Appeals Board and he said no one should be going in front the Planning Board and they got the letter and should have called him if there was a problem.

Mr. Berger asked Mr. Landers-Cauley if we had solved all the drainage problems. He explained that we wouldn't make it worse and we would make it better if we could but it wasn't possible given the lot size. There is flooding there now and there would still be flooding there after the house was built. We would need an easement into the neighbor's lot to put in a larger drain. He also voiced concern if the DPW didn't maintain the manhole covers as well as they were currently, the flooding/standing water would worsen. He stated the standing water in certain rain storms would not go away. There was much discussion as to whether or not to go forward with the special permit process. Ms. Ross asked Mr. Landers-Cauley since they had to move the septic system to the front to accommodate the drainage system, would they incur additional costs and he indicated they would. Mr. Horman asked if you doubled the drainage would that eliminate ponding and Mr. Landers-

Cauley felt there wouldn't be standing water but it would necessitate using part of the next lot, which isn't an option. Mr. Berger asked to have Ms. O'Donnell join the meeting via conference call to have her legal opinion on Thom Avenue.

Ms. O'Donnell joined the meeting via conference call at 5:43 p.m.

Mr. Berger asked Ms. O'Donnell if it would be a breach of contract to tell the Planning Board they couldn't solve the drainage problems and didn't want the special permit. She said they had to go through with the application, present the facts and let the Planning Board tell them they were denying it. She also suggested talking with the property owner and explaining that they'd done the investigation and it's going to cost too much money; if they go before the board and get denied, she cannot reapply for two years and see if she'll let them out of it. Mr. Berger asked if they would be obligated to appeal if they were denied and Ms. O'Donnell said no. Mr. Berger then asked if they were granted the special permit would that mean they would have clear title to the property. Ms. O'Donnell explained that clear title was different from zoning; you could have clear title to something you couldn't build on. The seller has clear title now.

Mr. Horman asked Ms. O'Donnell about the easements on Alden Avenue. Ms. O'Donnell felt the Trust wouldn't have to go to court to move the easements if they could work out an agreement ahead of time with the property owners in the back. According the easement, the pipes are in the wrong place, they are not on the sidelines they are down the middle of the property. Mr. Berger stated they needed to get that agreement first before they signed a P&S.

Ms. O'Donnell ended the conference call at 6:02 p.m.

Mr. Landers-Cauley stated with regard to Alden Avenue, the sideline had to be at least 10 feet wide to allow a machine to access it to put it in place and to maintain it later on. He would even recommend 15 feet wide if possible.

Ms. Ross brought the discussion back to 15 Thom Avenue and whether or not to pursue the Special Permit. After much discussion, a motion was made by Mr. Berger, second by Mr. Meier to authorize Ms. Ross or Mr. Horman to negotiate the Trust out of the P&S and further to send a letter or an email to the Planning Board requesting a continuance to the next meeting; an individual role call resulted in Ms. Riordan voting yes, Mr. Meier voting yes, Mr. Walsh voting yes, Mr. Berger voting yes, and Ms. Ross voting yes.

Mr. Horman asked the members for their input for the next steps on Alden Avenue. Ms. Ross felt they would have a hard time selling an affordable in that area at this time since the prices of a non-affordable home were the same as one with a deed rider. The consensus was it may make sense to buy the property and keep it in inventory and build on it at some point in the future. The members asked Mr. Horman to talk to the neighbors regarding the possibility of moving the water lines to see if they would be agreeable.

Mr. Landers-Cauley left the meeting at 6:30 p.m.

Mr. Horman stated that #3 on the agenda was not needed, it was already done.

Ms. Ross asked the members to review the minutes of the previous meetings. A motion was made by Mr. Berger, second by Mr. Walsh to approve the minutes of the September 24, and August 12, 2013 meetings; an individual role call resulted in Ms. Riordan voting yes, Mr. Meier voting yes, Mr. Walsh voting yes, Mr. Berger voting yes, and Ms. Ross voting yes.

There being no further items before the members, Ms. Ross asked for a motion to move out of Executive Session and return to open session. A motion was made by Mr. Meier, second by Mr. Walsh, to move out of Executive Session and move to open session at 6:33 p.m.; an individual role call resulted in Ms. Riordan voting yes, Mr. Walsh voting yes, Mr. Berger voting yes, Mr. Meier voting yes and Ms. Ross voting yes.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Bourne Affordable Partnership Meeting
Minutes

December 5, 2013

2015 NOV 30 PM 3 41

TOWN CLERK'S OFFICE

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

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

Members Absent: Barbara Thurston

Others Present: James Snyder, Volunteer Financial Advisor, Kerry Horman, Affordable Housing Specialist, Karen Sunnarborg, Housing and Planning Consultant, Sharon Gay, Grant Administrator, Lisa Devaney, CDF Grant Coordinator and Dolores Consoletti, Administrative Support,

Meeting called to order at 3:31 p.m. by Chairperson, Susan Ross

Chairperson Ross opened the meeting and asked the members to review the minutes. Mr. Hill was not at the previous meeting and Ms. Moore asked that the approval of the minutes be held over for the next meeting as Mr. Hill was not at the last meeting and Ms. Thurston was absent. Ms. Ross agreed and the members moved on to the next agenda item.

Ms. Devaney provided an update on the CDBG Program (please see attached update). They are doing 12 residential housing rehab projects at \$30,000 each, 4 façade improvements at \$50,000 each and 10 sign improvement projects at \$5,000 each. The program restarted at the beginning of October and the first month has been spent getting the staff in order. She informed the members they had a great response on the commercial side with façade applications. They had eight complete applications which are currently being reviewed, with at least four great projects. Ms. Devaney also informed the members of changes to the recapture policy and asked for their input. After reviewing the updated proposed recapture policy a motion was made by Mr. Hill, second by Ms. Moore, supporting the recapture policy as presented, unanimous vote of the members.

Ms. Gay updated the members on the upcoming application for the FY14 Block Grant application. In FY11 the town received \$900,000 and they were able to rehab 15 housing units and replace the roof on Continental Apartments. In FY13 the Town received \$891,000 and they rehabbed 12 housing units, renovating the storefronts of 4 buildings and 10 signs. The application for FY14 is due February 14. There is a cap on the amount of money we can receive in two years at \$1.35M. Since we received \$891,000 in FY13 we can only receive \$458,649. Now would be the time to consider what we would downscale. Ms. Gay suggested to continue the two programs they have now on a reduced scale with 3-4 units of housing, 3 store fronts and 5 signs and stay in the same target area. After some discussion a

motion was made by Ms. Moore, second by Mr. Hill, to write a letter of support for the application for 2014 and to stay in the same target area, unanimous vote of the members.

Ms. Gay and Ms. Devaney left the meeting at 4:04 p.m.

Ms. Sunnarborg provided the members with the draft Housing Production Plan and asked the members for their comments and input. The members went through the plan and provided the necessary input where possible, some information would be provided upon Ms. Thurston's return.

Mr. Snyder left the meeting at 4:30 p.m.

Ms. Moore left the meeting at 5:07 p.m., at which time the meeting failed to have the required quorum. As a result, the meeting continued as a working session to continue to review the draft Housing Plan.

The meeting ended at 5:51 p.m. without a vote.

Respectfully submitted,

Dolores Consoletti
Administrative Support

Chapman, Wendy

From: Chapman, Wendy
Sent: Tuesday, November 26, 2013 2:37 PM
To: 'Affordable Homes'
Cc: Johnson, Barry; Meier, Marie
Subject: RE: Please Post

I went to put this up and noticed that the date of the meeting was Sept. 10, 2013 Please resubmit a new meeting notice

From: Affordable Homes
Sent: Tuesday, November 26, 2013 10:49 AM
To: Meier, Marie; Chapman, Wendy
Subject: Please Post

Marie or Wendy,

Please post and confirm

Thanks a lot

Kerry

To: Town Clerk's Office

From: Kerry Horman

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

Bourne Housing Partnership Meeting
3:30 PM Tuesday, Sept 10, 2013
Bourne Housing Authority Offices
871 Shore Rd.
Pocasset, MA 02559

2013 NOV 26 PM 2:31

TOWN CLERK'S OFFICE
BOURNE, MASS

Agenda

1. Review and vote on Minutes of the last meeting.
2. Meet with housing consultant to determine a strategy to update the Housing Needs Assessment and Action Plan.
3. Vote to enter executive session to review minutes of previous meeting executive session
4. Vote to return to Open Session
5. Update of issues and discussion relative to role as Monitoring Agent for affordable housing units in Nightingale Pond Estates, Canal Crossing, and Pilgrim Pines.
6. Report of the Affordable Housing Specialist
7. Discussion for future agenda items.

Kerry Horman, Affordable Housing Specialist

Bourne Affordable Housing Trust Fund

&

Bourne Housing Partnership

Town Hall

24 Perry Ave.

Bourne, Massachusetts, 02532

Tel. 508 457 1005 email: affordablehomes@townofbourne.com

2013 NOV 22 PM 1 35

TOWN CLERK'S OFFICE
BOURNE, MASS

November 15, 2013

IMPORTANT AFFORDABLE HOUSING AND HOME REPAIR NEWS

The Bourne Affordable Housing Trust Fund and the Bourne Housing Partnership strongly recommend that those contemplating utilizing the US Department of Agriculture Rural Development Programs for direct home mortgages or for housing repairs to contact, as soon as possible, the US Department of Agriculture Rural Development Office in West Wareham at 508-295-5151 extension 3 or Bourne Affordable Housing Specialist, Kerry Horman at 508-457-1005. The current USDA Rural Development funding is on a "Continuing Resolution" until January 15, 2014. In addition, the current eligibility regulations determining where US Department of Agriculture programs can be made available are coming to the end of their term and future eligibility for communities such as Bourne and many others has not been determined.

All those interested in direct home loans and for the home repair loans and grants should move quickly to get applications in before January 15, 2014, since it is likely that applications approved by that date will be honored regardless of changes after January 15, 2014. Applications can be found on <http://bourneaffordablehomes.org/>

The Town of Bourne has benefited greatly from the outstanding USDA mortgage and repair programs and from the dedication and professionalism of the staff at the West Wareham regional office of the USDA. It's our hope that these resources will continue to be available to the people of Bourne for many years to come.

Sincerely,

Kerry Horman, Affordable Housing Specialist



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

2013 FEB 7 AM 11 47

TOWN CLERK'S OFFICE
 BOURNE, MASS

Proposed Agenda - Board of Directors

Date: February 13, 2013
 Time: 7:45 am
 Location: Bourne Community Center

Call to order President D. Doucette

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

Treasurer's Report Treasurer E. Dean
 Review report and VOTE on acceptance
 Authorization of expenditures - VOTE required
 VOTE to give President check signing authority

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

President's updates D. Doucette
 Nominating Committee - fill vacancy
 Proposed Hotel/motel by-law

Reports/Updates from Directors

Topics for Future Discussion (for information only)

Executive Session - If needed

Adjourn


 Sallie K. Riggs
 Executive Director

Minutes of the meeting of the Board of Directors
February 13, 2013
Bourne Community Center

2013 MAY 17 AM 10 17

TOWN CLERK'S OFFICE
BOURNE, MASS

Attending: Richard Carlson, Elizabeth Dean, Dan Doucette, Robert Dutch, Joe Longo, Dave Peterson, Kathy Zagzebski. Sallie Riggs, Executive Director.

President Dan Doucette opened the meeting at 7:50 am and noted the presence of a quorum.

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

Treasurer's Report: Treasurer Liz Dean referred to the Treasurer's report distributed in advance of the meeting and noted that as of January 31, 2013 the BFDC had cash in three accounts totaling \$9,899.08 - \$480.31 in the checking account, \$8,414.68 in the money market account, and \$1,004.09 in the renter's escrow account. However, in reviewing the report *Revenue and Expense by Class*, Liz noted an error. Sallie agreed to investigate and the acceptance of the report was postponed until the next meeting.

Liz then asked the Board to authorize an expense of one-half of each of two payments to the state for the BDC LLC Annual Report (the Panhandle Trust will pay the other half.) After a brief discussion it was MOVED, SECONDED and VOTED unanimously to release the remaining funds in the Horsley-Witten contract (originally restricted for work on BDC environmental issues) and to authorize \$500 to pay for the state reports.

Liz also asked for authorization to remove check-signing authority from Barry Motta, who is no longer on the Board and no longer an officer, and to designate Dan Doucette as a signatory on the checking account. It was so MOVED, SECONDED and VOTED unanimously.

Executive Director's Report: Sallie began by noting that ten applications have come in for the wastewater planning project coordinator position. She and Tom Guerino will review them over the next several days. She also reported that she participated in a "focus group" on public engagement for regional wastewater planning sponsored by the Cape Cod Commission. There followed a discussion about the need for financing assistance from the state and federal level as part of infrastructure rebuilding.

Sallie continued by reporting that Fred Mielke has appeared before the Board of Sewer Commissioners and received its approval for an allocation of 23,000 gpd for his senior living facility. He is still hoping to break ground in the spring. She also reported that the Town is preparing an application to the state to provide funds for façade and sign improvement programs. The program would provide no interest loans of up to \$50,000 to property owners for façade improvements on Main Street and up to \$5,000 for sign improvements. The application must be submitted this week with notification to the Town likely in June.

Sallie also noted that the Town's Transportation Advisory Committee is continuing to meet. Some of the discussion is focusing on the new summer weekend train service which will have a stop in Buzzards Bay. She noted that both she and Dan were talking with Tom Cahir, Administrator of the Cape Cod Regional Transit Authority, who indicated that if there is interest in establishing commuter train service to Buzzards Bay, there needs to be a "champion" for such service. Dan asked that Board members consider their willingness to be part of a task

force to explore what needs to be done to champion the idea. Kathy and Liz volunteered. Other board members were invited to e-mail Dan with their interest.

Sallie also noted that the Transportation Advisory Committee will be discussing the \$3.5 million in a recent Transportation Bond Bill for traffic planning for Bourne. The challenge is how to get the money released. After a brief discussion it was MOVED, SECONDED and VOTED unanimously to ask Sallie to draft a letter supporting the release of the funds.

She reported that the Main Street Steering Committee is interested in how to enhance the experience for people traveling to Buzzards Bay on the summer/weekend Cape FLYER. In a discussion that followed most of the focus was on bicycles – how to get people to the Shining Sea bikeway, how to improve the accessibility of the bike path approaching the Bourne Bridge. There was consensus that these items should be brought to the Transportation Advisory Committee.

Merlin Foundation: Sallie reported that there has been no response to the letter sent to the person residing in Canal Crossing unit 13. Bob Dutch, whose son is a bar-qualified lawyer, reported that his son said the BFDC needs something in writing from the landowner authorizing the BFDC to take steps to evict the tenant. Sallie agreed to work with the landlord to obtain such written authorization.


President's updates: Dan indicated that the Nominating Committee needs an additional member and then should meet to fill the seat on the Board of Directors left vacant when Michael Joyce resigned. Rick Carlson volunteered to join the committee.

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

Reports from Directors and Topics for Future Discussion: Rick noted he is still working on a port designation for Buzzards Bay. There were no suggestions for future topics

Adjourn: There being no public comments, it was MOVED, SECONDED and VOTED unanimously to adjourn the meeting at 8:53 am. The next meeting will be on March 20, rather than the usually second Wednesday of the month.

Respectfully submitted,


Sallie K. Riggs
Executive Director

These Minutes were approved at the March 20, 2013 meeting of the BFDC Directors.



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

Proposed Agenda - Board of Directors

Date: March 20, 2013
Time: 7:45 am
Location: Bourne Community Center

Call to order President D. Doucette

Review and VOTE on Minutes of the February 13, 2013 meeting

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

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

President's updates D. Doucette
 Nominating Committee - fill vacancy
 Proposed Hotel/motel by-law

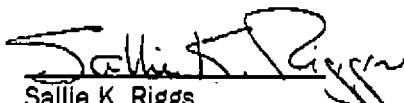
Reports/Updates from Directors

Topics for Future Discussion (for information only)

Executive Session - if needed

Adjourn

2013 MAR 7 AM 8 54
 TOWN CLERK'S OFFICE
 BOURNE, MASS


 Sallie K. Riggs
 Executive Director

Minutes of the meeting of the Board of Directors 2013 SEP 23 AM 11 01
March 20, 2013
Bourne Community Center

TOWN CLERK'S OFFICE
BOURNE, MASS

Attending: Richard Carlson, Elizabeth Dean, Dan Doucette, Robert Dutch, Michele Ford, William Locke, Joe Longo, Noreen Michienzi, Dave Peterson. Sallie Riggs, Executive Director.

President Dan Doucette opened the meeting at 7:50 am and noted the presence of a quorum.

Minutes: Dan asked for a motion to accept the Minutes of the Directors' meeting on February 13, 2013. It was MOVED, SECONDED and VOTED with two abstentions to accept the Minutes of the February 13, 2013 meeting as circulated.

Treasurer's Report: Treasurer Liz Dean referred to the Treasurer's report distributed in advance of the meeting and noted that as of February 28, 2013 the BFDC had cash in three accounts totaling \$8,400.06 - \$480.31 in the checking account, \$6,915.43 in the money market account, and \$1,004.32 in the renter's escrow account. Of these funds, \$7,595.63 are restricted. It was then MOVED, SECONDED and VOTED unanimously to accept the report as circulated.

Liz then asked for authorization to pay the Penguin Digital Design invoice for \$75. It was so MOVED, SECONDED and VOTED unanimously.

Executive Director's Report:

Main Street Steering Committee: Sallie began by noting that at the previous evening's meeting of the Board of Sewer Commissioners there was a brief discussion of possible mitigation measures against Nitrogen loading. The Town Administrator and staff were asked to report to the Board's May meeting with an analysis and recommendations. She also reported that there have been around ten applications for the part-time project coordinator position and a selection has been made. A contract is in negotiation.

Sallie also noted that the Committee has been meeting with the CC Regional Transit Authority (CC RTA) staff to discuss ways to enhance train travelers' experience if they get off the CapeFLYER in Buzzards Bay. A brief discussion followed, including the possibility of bringing a commuter train to Buzzards Bay in the future. Bob Dutch, Dan Doucette and Noreen Michienzi volunteered to serve on a commuter train "champion" working group.

Sallie also reported that the Committee has been working on a "blight by-law," an attempt to eliminate the blighted appearance of some buildings and properties in the Downtown District. After some discussion, there was a suggestion that those members of the Board who are Bourne residents be prepared to defend the by-law in case there is discussion at the May Town Meeting. Sallie will prepare a fact sheet to aid in this action.

Merlin Foundation: Sallie reported no action by Robert Ward in terms of vacating the Canal Crossing condo. She also noted that the BFDC has a letter from the property owner stating his authorization for the BFDC to act as needed to evict Mr. Ward. A brief discussion included a suggestion to confirm that he is still there and then to send an eviction notice.

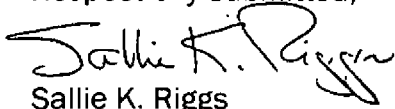
President's updates: Dan indicated that there is still a need for an additional elected member of the Board of Directors. Rick Carlson reported that he has raised the topic with Adm. Gurnon.

Dan also reported that any action on a proposed hotel/motel by-law is being postponed to the fall Town Meeting.

Reports from Directors and Topics for Future Discussion: There were no other reports or updates from Directors or suggestions for future topics.

Adjourn: There being no public comments, it was MOVED, SECONDED and VOTED unanimously to adjourn the meeting at 8:52 am. The next meeting will be on April 10.

Respectfully submitted,


Sallie K. Riggs
Executive Director

These Minutes were accepted unanimously at the May 8, 2013 meeting of the Directors.

**Minutes of the meeting of the Board of Directors
March 20, 2013
Bourne Community Center**

Attending: Richard Carlson, Elizabeth Dean, Dan Doucette, Robert Dutch, Michele Ford, William Locke, Joe Longo, Noreen Michienzi, Dave Peterson. Sallie Riggs, Executive Director.

President Dan Doucette opened the meeting at 7:50 am and noted the presence of a quorum.

Minutes: Dan asked for a motion to accept the Minutes of the Directors' meeting on February 13, 2013. It was MOVED, SECONDED and VOTED with two abstentions to accept the Minutes of the February 13, 2013 meeting as circulated.

Treasurer's Report: Treasurer Liz Dean referred to the Treasurer's report distributed in advance of the meeting and noted that as of February 28, 2013 the BFDC had cash in three accounts totaling \$8,400.06 - \$480.31 in the checking account, \$6,915.43 in the money market account, and \$1,004.32 in the renter's escrow account. Of these funds, \$7,595.63 are restricted. It was then MOVED, SECONDED and VOTED unanimously to accept the report as circulated.

Liz then asked for authorization to pay the Penguin Digital Design invoice for \$75. It was so MOVED, SECONDED and VOTED unanimously.

Executive Director's Report:

Main Street Steering Committee: Sallie began by noting that at the previous evening's meeting of the Board of Sewer Commissioners there was a brief discussion of possible mitigation measures against Nitrogen loading. The Town Administrator and staff were asked to report to the Board's May meeting with an analysis and recommendations. She also reported that there have been around ten applications for the part-time project coordinator position and a selection has been made. A contract is in negotiation.

Sallie also noted that the Committee has been meeting with the CC Regional Transit Authority (CC RTA) staff to discuss ways to enhance train travelers' experience if they get off the CapeFLYER in Buzzards Bay. A brief discussion followed, including the possibility of bringing a commuter train to Buzzards Bay in the future. Bob Dutch, Dan Doucette and Noreen Michienzi volunteered to serve on a commuter train "champion" working group.

Sallie also reported that the Committee has been working on a "blight by-law," an attempt to eliminate the blighted appearance of some buildings and properties in the Downtown District. After some discussion, there was a suggestion that those members of the Board who are Bourne residents be prepared to defend the by-law in case there is discussion at the May Town Meeting. Sallie will prepare a fact sheet to aid in this action.

Merlin Foundation: Sallie reported no action by Robert Ward in terms of vacating the Canal Crossing condo. She also noted that the BFDC has a letter from the property owner stating his authorization for the BFDC to act as needed to evict Mr. Ward. A brief discussion included a suggestion to confirm that he is still there and then to send an eviction notice.

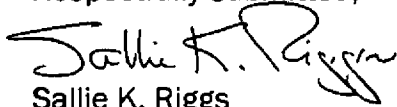
President's updates: Dan indicated that there is still a need for an additional elected member of the Board of Directors. Rick Carlson reported that he has raised the topic with Adm. Gurnon.

Dan also reported that any action on a proposed hotel/motel by-law is being postponed to the fall Town Meeting.

Reports from Directors and Topics for Future Discussion: There were no other reports or updates from Directors or suggestions for future topics.

Adjourn: There being no public comments, it was MOVED, SECONDED and VOTED unanimously to adjourn the meeting at 8:52 am. The next meeting will be on April 10.

Respectfully submitted,


Sallie K. Riggs
Executive Director

These Minutes were accepted unanimously at the May 8, 2013 meeting of the Directors.



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

2013 MAY 2 PM 1 47

Proposed Agenda - Board of Directors

TOWN CLERK'S OFFICE
BOURNE, MASS

Date: May 8, 2013
Time: 7:45 am
Location: Bourne Community Center

Call to order President D. Doucette

Review and VOTE on Minutes of the March 20, 2013 meeting

Treasurer's Report Treasurer E. Dean

Review report and VOTE on acceptance
Authorization of expenditures - VOTE required
Review of FY13 budget S. Riggs

Executive Director's updates S. Riggs

Merlin Foundation project - update
Report from the Main Street Steering Committee
a) Wastewater Advisory Committee
b) Main Street developments
c) Transportation Advisory Committee
BFDC web page renovation/conversion - possible action

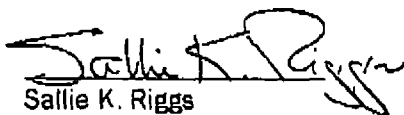
President's updates D. Doucette
Nominating Committee - fill vacancy

Reports/Updates from Directors

Topics for Future Discussion (for information only)

Executive Session - if needed

Adjourn


Sallie K. Riggs
Executive Director

She also noted that the MSSC has been planning how to maximize the exposure of Buzzards Bay to riders on the CapeFLYER. A brief discussion followed which included the fact that the Buzzards Bay park needs upgrading. **ACTION:** Noreen volunteered to explore the availability of CPA recreation funds for that purpose.

Sallie then raised the question of the BFDC web site which she indicated is in need of a major overhaul. She explained that the service provider is trying to convert the websites she manages to a format where we could make our own changes, but there is a fee for the conversion. Sallie asked for a sense of the Board about advertising on the site, specifically about requesting Board members who have a business to donate to the BFDC to help cover the costs of conversion in exchange for ads on the site. Several suggestions were made; no objections were voiced about such advertising. Bob Dutch volunteered that someone on his staff could help with the conversion or an IT class could take on the site as a project.

President's updates: Dan suggested that both he and Rick should be in touch with Adm. Gurnon on a Board member from MMA.

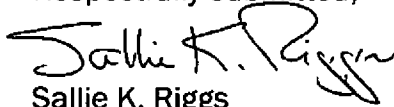
He also reported that, with the passage of the blight by-law, he was going to pick up the project again of developing a hotel/motel by-law for the fall Town Meeting.

Reports from Directors and Topics for Future Discussion: There was a question about the Bourne Development Campus with a response that there has been no action by the Larussos in regard to the right-of-way.

There were no suggestions for future topics.

Adjourn: There being no public comments, it was MOVED, SECONDED and VOTED unanimously to adjourn the meeting at 8:47 am. The next meeting will be on June 12.

Respectfully submitted,


Sallie K. Riggs
Executive Director

These Minutes were approved by member of the Board at its July 10 meeting.



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

Proposed Agenda - Board of Directors

Date: July 10, 2013
 Time: 7:45 am
 Location: Bourne Community Center

Call to order President D. Doucette

Review and VOTE on Minutes of the May 8, 2013 meeting

Treasurer's Report Treasurer E. Dean
Review report and VOTE on acceptance
Ratify Executive Committee's authorization of expenditures - VOTE required

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

President's updates D. Doucette
 Nominating Committee - fill vacancy
 Annual Meeting - discussion

Reports/Updates from Directors


Topics for Future Discussion (for Information only)

Executive Session - if needed

Adjourn

2013 JUL 5 PM 8 38
 TOWN CLERK'S OFFICE
 BOURNE, MASS


 Sallie K. Riggs
 Executive Director


 July 20 2013
 Sallie K. Riggs



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

August 1, 2013
BFDC Finance Committee
7:30 to 8:30 am

Bourne Community Center

PROPOSED AGENDA

Open meeting

Discussion and possible vote on FY14 budget

Other business pertaining to BFDC finances - discussion only

Executive Session - If required

Adjourn

2013 JUL 23 PM 12 43
 TOWN CLERK'S OFFICE
 BOURNE, MASS



Clark's Office 8/7/14 2:46 pm

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Wendy - according to my note in the right corner above, I sent this in last August.

DRAFT - DRAFT - DRAFT

BFDC Finance Committee
Minutes of the meeting: August 1, 2013
Bourne Community Center

Attending: President Dan Doucette, Vice President Michele Ford (by speaker phone), Treasurer Liz Dean, Executive Director Sallie Riggs

The meeting was opened at 7:30 am.

Sallie reviewed the handouts (previously e-mailed to Michele) which reported the financial status of the BFDC as of June 30, 2013, the end of the fiscal year, and also showed a project budget for FY14. The projected budget would end with a deficit. Copies of these documents are on file with the original of these Minutes.

Committee members introduced and discussed several ideas that could possibly generate revenue.

At the conclusion of the discussion Committee members recommended that the focus of the August Board meeting should be the mission and finances of the organization. Members also recommended that at that meeting the Finance Committee would recommend adoption of a FY14 deficit budget. The recommendation would include a commitment to closely review the budget, especially revenue, at the January meeting. The ideas reviewed at this Finance Committee's meeting would be presented to the Board for discussion and adoption, and additional ideas for revenue generation would be solicited.

The meeting adjourned at 8:05 am.

2014 DEC 5 PM 3:32
TOWN CLERK'S OFFICE
BOURNE, MASS



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

Proposed Agenda - Board of Directors

Date: August 14, 2013
 Time: 7:45 am
 Location: Bourne Community Center

2013 AUG 9 AM 9 43
 TOWN CLERK'S OFFICE
 BOURNE, MASS

Call to order President D. Doucette

President - open meeting D. Doucette
Nominating Committee - VOTE to fill vacancy

Review and VOTE on Minutes of the July 10, 2013 meeting

Treasurer's Report Treasurer E. Dean
Review report and VOTE on acceptance
Ratify Executive Committee's authorization of expenditures - VOTE required
Discussion of proposed FY14 budget and possible VOTE

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

President's updates

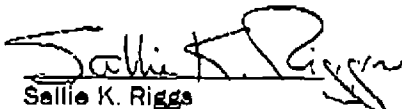
Reports/Updates from Directors

Topics for Future Discussion (for information only)

Public Comment

Executive Session - if needed

Adjourn


 Sallie K. Riggs
 Executive Director

Minutes of the meeting of the Board of Directors

August 14, 2013

Bourne Community Center 2013 OCT 4 PM 12 52

TOWN CLERK'S OFFICE

Attending: Richard Carlson, Elizabeth Dean, Chris Farrell, Michele Ford, Michael Giancola, Marie Oliva, Dave Peterson, Kathy Zagzebski. Sallie Riggs, Executive Director.

Vice President Michele Ford opened the meeting at 7:50 am.

Minutes: Michele asked for a motion to accept the Minutes of the Directors' meeting on July 10, 2013. It was MOVED, SECONDED and VOTED with two abstentions to accept the Minutes of the July 10, 2013 meeting as circulated.

Nominating Committee: Michele recommended that Holly Knight from the MA Maritime Academy be elected as a Board member to complete Michael Joyce's term. It was so MOVED, SECONDED and VOTED unanimously to elect Holly.

Treasurer's Report: Treasurer Liz Dean referred to the Treasurer's report distributed in advance of the meeting (a copy is on file with the original of these Minutes) and noted that as of July 31, 2013 the BFDC had cash in three accounts totaling \$20,616.10 - \$388.66 in the checking account, \$19,227.42 in the money market account and \$1000 in the Sovereign escrow account. It was then MOVED, SECONDED and VOTED unanimously to accept the report as circulated.

Liz then reported that the Finance Committee had met to discuss the financial status of the organization. She referred to a page circulated in advance of the meeting (a copy is on file with the original of these Minutes) which shows that \$26,822.80 was available at the end of FY13 with a projected minimum budget of \$28,810.79. Michele asked for a discussion of how to generate revenue, of who we are, of what we do, and of how we fund it? In the discussion that followed there appeared to be consensus on these points:

- In the last several years the organization's activities have focused on working with the Town to revitalize/redevelop Main Street. Many of the activities were funded by state grants, primarily in 2007 and 2008. Much of the work that remains can be funded by grants that only the Town can apply for.
- Over the past year, one of the activities that has taken Sallie's time is the facilitation of the permitting process for the senior living community. Providing a similar service for other potential developers might be an income generator.
- Perhaps a letter should be developed for businesses asking what the BFDC can do to help them and reminding them that the BFDC is a non-profit organization that can accept donations.
- The website needs to be updated. In the process, a focus on development could be strengthened and opportunities for advertising developed.
- The Bourne Development Campus is basically on hold until Mr. Lorusso is willing to provide an easement for the access road. Dave Peterson is working with Jerry Ingersoll to explore the possibility of extracting gravel from the Ingersoll property in exchange for access. Dave noted that expanding the gravel pit comes first and then the BDC.
- The BFDC Annual Meeting could be sponsored by a business that wants exposure.


- Shouldn't the Town consider the BFDC as the Town's economic development arm and provide some funds

At the conclusion of the discussion it was MOVED, SECONDED and VOTED unanimously:

- 1 - to adopt a "bare bones" operations budget of \$975 for FY14
- 2 - to adopt the budget as proposed with an added fund-raising revenue component and revise the budget as appropriate in January 2014
- 3 - to restrict \$27,810.70 for designated purposes and designate \$1000 for Merlin unrestricted (administrative)
- 4 - to identify and implement revenue generating projects during the first two quarters of FY14.

Adjourn: It was MOVED, SECONDED and VOTED unanimously to adjourn the meeting at 8:58 am. The next meeting will be on September 11.

Respectfully submitted,


Sallie K. Riggs
Executive Director

These Minutes were approved by the Directors at their September 11, 2013 meeting.



508 457-5305 www.bfdonline.org

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

Minutes of the meeting of the Board of Directors

August 14, 2013

Bourne Community Center

2013 DEC 6 AM 11 35

Attending: Richard Carlson, Elizabeth Dean, Chris Farrell, Michele Ford, Michael Giancola, Marie Oliva, Dave Peterson, Kathy Zagzebski, Sallie Riggs, Town Office

BOURNE, MASS

Vice President Michele Ford opened the meeting at 7:50 am.

Minutes: Michele asked for a motion to accept the Minutes of the Directors' meeting on July 10, 2013. It was MOVED, SECONDED and VOTED with two abstentions to accept the Minutes of the July 10, 2013 meeting as circulated.

Nominating Committee: Michele recommended that Holly Knight from the MA Maritime Academy be elected as a Board member to complete Michael Joyce's term. It was so MOVED, SECONDED and VOTED unanimously to elect Holly.

Treasurer's Report: Treasurer Liz Dean referred to the Treasurer's report distributed in advance of the meeting (a copy is on file with the original of these Minutes) and noted that as of July 31, 2013 the BFDC had cash in three accounts totaling \$20,616.10 - \$388.66 in the checking account, \$19,227.42 in the money market account and \$1000 in the Sovereign escrow account. It was then MOVED, SECONDED and VOTED unanimously to accept the report as circulated.

Liz then reported that the Finance Committee had met to discuss the financial status of the organization. She referred to a page circulated in advance of the meeting (a copy is on file with the original of these Minutes) which shows that \$26,822.80 was available at the end of FY13 with a projected minimum budget of \$28,810.79. Michele asked for a discussion of how to generate revenue, of who we are, of what we do, and of how we fund it? In the discussion that followed there appeared to be consensus on these points:

- In the last several years the organization's activities have focused on working with the Town to revitalize/redevelop Main Street. Many of the activities were funded by state grants, primarily in 2007 and 2008. Much of the work that remains can be funded by grants that only the Town can apply for.
- Over the past year, one of the activities that has taken Sallie's time is the facilitation of the permitting process for the senior living community. Providing a similar service for other potential developers might be an income generator.
- Perhaps a letter should be developed for businesses asking what the BFDC can do to help them and reminding them that the BFDC is a non-profit organization that can accept donations.
- The website needs to be updated. In the process, a focus on development could be strengthened and opportunities for advertising developed.
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- The BFDC Annual Meeting could be sponsored by a business that wants exposure.

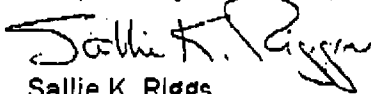
- Shouldn't the Town consider the BFDC as the Town's economic development arm and provide some funds

At the conclusion of the discussion it was MOVED, SECONDED and VOTED unanimously:

- 1 - to adopt a "bare bones" operations budget of \$975 for FY14
- 2 - to adopt the budget as proposed with an added fund-raising revenue component and revise the budget as appropriate in January 2014
- 3 - to restrict \$27,810.70 for designated purposes and designate \$1000 for Merlin unrestricted (administrative)
- 4 - to identify and implement revenue generating projects during the first two quarters of FY14.

Adjourn: It was MOVED, SECONDED and VOTED unanimously to adjourn the meeting at 8:58 am. The next meeting will be on September 11.

Respectfully submitted,



Sallie K. Riggs
Executive Director

These Minutes were approved by the Directors at their September 11, 2013 meeting.



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

2013 SEP 5 AM 10 03
TOWN CLERK'S OFFICE
BOURNE, MASS

Proposed Agenda - Board of Directors

Date: September 11, 2013
Time: 7:45 am
Location: Bourne Community Center

Call to order President D. Doucette

Review and VOTE on Minutes of the August 14, 2013 meeting

Treasurer's Report Treasurer E. Dean
Review report and VOTE on acceptance
Review bills due for authorization and VOTE on acceptance
Review and VOTE approval of proposed FY14 budget

Executive Director's updates S. Riggs
Report from the Main Street Steering Committee
 a) *Wastewater Advisory Committee*
 b) *Main Street developments*
 c) *Transportation Advisory Committee*
Annual Meeting - John Harding Award, etc.

President's updates
Nominating Committee - review vacancies for Annual Meeting vote

Reports/Updates from Directors

Topics for Future Discussion (for information only)

Public Comment

Executive Session - if needed

Adjourn


Sallie K. Riggs
Executive Director

2014 AUG 7 PM 1 21

TOWN CLERK'S OFFICE
BOURNE, MASS

**Minutes of the meeting of the Board of Directors
September 11, 2013
Bourne Community Center**

Attending: Richard Carlson, Dan Doucette, Robert Dutch, Michele Ford, Holly Knight, Joe Longo, Noreen Michienzi, Marie Oliva, Dave Peterson, Kathy Zagzebski. Sallie Riggs, Executive Director.

President Dan Doucette opened the meeting at 7:50 am.

He asked for a motion to grant Bill Locke a medical leave until he felt he could return to Board meetings. It was so **MOVED, SECONDED and VOTED** unanimously.

Minutes: Dan asked for a motion to accept the Minutes of the Directors' meeting on August 14, 2013. It was **MOVED, SECONDED and VOTED** with four abstentions to accept the Minutes of the August 14, 2013 meeting as circulated.

Treasurer's Report: Treasurer Liz Dean referred to the Treasurer's report distributed in advance of the meeting (a copy is on file with the original of these Minutes) and noted that as of August 31, 2013 the BFDC had cash in three accounts totaling \$18,643.86 - \$413.68 in the checking account, \$17,230.00 in the money market account and \$1000.18 in the Sovereign escrow account. It was then **MOVED, SECONDED and VOTED** unanimously to accept the report as circulated.

Liz then noted that there were two bills for authorization to pay: \$750 to Sallie Riggs and \$195 for website hosting fee. It was then **MOVED, SECONDED and VOTED** unanimously to authorize payment as presented.

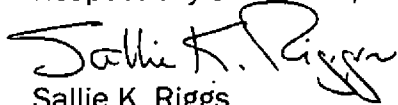
Sallie referred to the proposed FY14 budget that was circulated in advance of the meeting (a copy is on file with the original of these Minutes). It was **MOVED, SECONDED and VOTED** unanimously to accept the FY14 budget as proposed.

There followed a discussion about generating revenue, including various ideas about reaching out to those the BFDC helps for a donation. One idea was to ask for \$50 per unit rented at Keystone as a result of the BFDC assistance (e.g. featuring at Annual Meeting). Marie Oliva volunteered to approach the state for some funds through the collaboration with the Plymouth Chamber. Marie, Joe and Rick discussed going to the Town Administrator to ask for Town support in the next budget year. Rick also suggested considering a Canal license plate with funds coming back to the BFDC or requesting some percent of the funds the Town receives when it auctions off land. At the end of the discussion there was consensus to keep ideas for revenue generation on the agenda.

President's updates: Dan reported that the four Directors whose terms expire this fall are all eligible for re-election: Richard Carlson, Elizabeth Dean, Joseph Longo, Jr., and David Peterson. Rick, Joe and Dave agreed to run again. It was then **MOVED, SECONDED and VOTED** unanimously to nominate all four, contingent upon Liz's agreement to run again, for a vote by the Members at the Annual Meeting.

Adjourn: It was MOVED, SECONDED and VOTED unanimously to adjourn the meeting at 9:00 am. The next meeting will be on October 9.

Respectfully submitted,



Sallie K. Riggs
Executive Director

These Minutes were approved at the Board at its meeting on October 9, 2013




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

Proposed Agenda - Board of Directors

Date: October 9, 2013
Time: 7:45 am
Location: Bourne Community Center

- Call to order President D. Doucette
- Review and VOTE on Minutes of the September 11, 2013 meeting
- Treasurer's Report Treasurer E. Dean
 - Review report and VOTE on acceptance*
 - Review bills due for authorization and VOTE on acceptance*
 - Report on fund-raising progress*
- Executive Director's updates S. Riggs
 - Reports on activities of:*
 - a) *Wastewater Advisory Committee*
 - b) *Main Street Steering Committee*
 - c) *Transportation Advisory Committee*
 - Reports and possible actions on other projects*
- President's updates
 - Annual Meeting - John Harding Award, etc.*
 - Town Meeting Articles*
- Reports/Updates from Directors
- Topics for Future Discussion (for information only)
- Public Comment
- Executive Session - if needed
- Adjourn

2013 OCT 3 PM 3 30
 TOWN CLERK'S OFFICE
 BOURNE, MASS


Sallie K. Riggs
Executive Director

Minutes of the meeting of the Board of Directors
October 9, 2013 **DRAFT – DRAFT – DRAFT**
Bourne Community Center

Attending: Dan Doucette, Michele Ford, Joe Longo, Noreen Michienzi, Marie Oliva, Dave Peterson. Sallie Riggs, Executive Director.

President Dan Doucette opened the meeting at 7:52 am. He recommended adjusting the agenda to reflect a lack of quorum as the meeting opened.

Report on fund-raising progress: Sallie reported that she has submitted a request to the Sovereign Bank foundation. She is not aware of the date that the grant decisions would be announced. Marie reported that she submitted a request to the South Shore/Canal Regional Economic Development District but added that the Secretary of Economic Development has not even made decisions on former applications. Sallie added that there are two pledges to support the new web site development.

Executive Director's report: Sallie reported that the Wastewater Advisory Committee is overseeing a hydrologic study being conducted by Weston and Sampson. Drilling is expected at Queen Sewell Park on October 18 and at the Community Center athletic fields on October 21.

Minutes: Dan asked for a motion to accept the Minutes of the Directors' meeting on September 11, 2013. One amendment was proposed: the date was wrong at the top of the page. It was then MOVED, SECONDED and VOTED unanimously to accept the Minutes of the September 11, 2013 meeting as amended.

Treasurer's Report: In the absence of Treasurer Liz Dean, Sallie referred to the Treasurer's report distributed in advance of the meeting (a copy is on file with the original of these Minutes) and noted that as of September 30, 2013 the BFDC had cash in three accounts totaling \$17,573.38 – \$440.71 in the checking account, \$16,132.28 in the money market account and \$1000.39 in the Sovereign escrow account. It was then MOVED, SECONDED and VOTED unanimously to accept the report as circulated.

Sallie also noted that there was one bill for authorization to pay: \$46 for stamps. It was then MOVED, SECONDED and VOTED unanimously to authorize payment as presented.

President's updates: Dan reminded Directors that the Annual Meeting will be on November 7. After consulting with Board members, he proposed that the John Harding Why Not! Award be presented to Tom Cahir this year. It was MOVED, SECONDED and VOTED unanimously to do so.

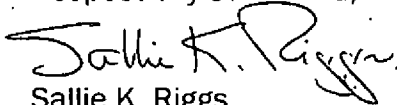
Dan reported on a meeting that he, Sallie and Bob Dutch attended with Tom Cahir to begin the process of exploring how to champion a commuter train to Buzzards Bay. Tom was very helpful and, although he cannot be the champion or organizer as he was with the CCRTA's CapeFLYER, he volunteered to serve as a resource to a working group.

Dan also reported that a private petition to put an article on the Town Meeting agenda to get Bourne out of the Cape Cod Commission had circulated during a Planning Board meeting. The source of the petition is unknown. Michele noted that nothing has come before the Finance

Committee. After a brief discussion there was consensus to keep "Town Meeting Articles" on future agendas.

Adjourn: The next meeting of the Directors was set for December 11. The Annual Meeting will be on November 7. It was then MOVED, SECONDED and VOTED unanimously to adjourn the meeting at 8:48 am.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sallie K. Riggs". The signature is written in black ink and is positioned above the typed name.

Sallie K. Riggs
Executive Director

Minutes of the meeting of the Board of Directors
July 10, 2013
Bourne Community Center

Attending: Richard Carlson, Elizabeth Dean, Dan Doucette, Chris Farrell, Michele Ford, Michael Giancola, Noreen Michienzi, Kathy Zagzebski. Sallie Riggs, Executive Director.

President Dan Doucette opened the meeting at 8:05 am.

Minutes: Dan asked for a motion to accept the Minutes of the Directors' meeting on May 8, 2013. It was MOVED, SECONDED and VOTED with two abstentions to accept the Minutes of the May 8, 2013 meeting as circulated.

Treasurer's Report: Treasurer Liz Dean referred to the Treasurer's report distributed in advance of the meeting and noted that as of June 30, 2013 the BFDC had cash in two accounts totaling \$25,822.80 - \$2,398.88 in the checking account and \$23,424.12 in the money market account. Of these funds, \$24,994.18 are restricted. It was then MOVED, SECONDED and VOTED unanimously to accept the report as circulated. Liz also noted that there are potential problems with the budget going forward and she recommended a meeting of the Finance Committee before the next meeting.

Liz also reported that the executive Committee has been asked to authorize the payment of \$761.07 in invoices to companies that provided services to prepare the Canal Crossing condo for a new renter. Those expenses would come out of the Ward security deposit with the agreement of the property owner. It was so MOVED, SECONDED and VOTED unanimously to ratify the authorization of the Executive Committee to pay the bills. All have been paid.

Executive Director's Report:

Merlin Foundation project: Sallie reported that the tenant who had not been paying has vacated the unit. With great assistance from Board member Noreen Michienzi the unit was prepared for a new tenant and as of July 1 the unit is rented again.

Main Street Steering Committee:

a) Wastewater Advisory Committee The Committee has released a Request for Qualifications for engineers to conduct a hydrogeologic study of the site proposed for treated wastewater subsurface disposal. Responses are due today and will be evaluated by a team of three. Those evaluations will be brought to the next meeting of the WWAC at its meeting on July 17.

A team from the Cape Cod Commission had met with the Committee at its last meeting to discuss the Commission's involvement in a three-year project to update the Area-Wide Water Quality Management Plan for Cape Cod, pursuant to Section 208 of the Clean Water Act. A public meeting is scheduled for Tuesday, July 16 at the Mashpee Library.

b) Main Street The plans for the senior living community off Main Street are before the Planning Board tomorrow night. At last evening's meeting of the Board of Selectmen, one selectmen expressed his concern about the design and suggested that the Selectmen might consider referring the project to the Commission. Sallie noted that such an action has the potential of halting all revitalization efforts. Strategies need to be developed to prevent that from happening.

New flood zone maps have been released. Once they are accepted by the Town through a Town Meeting vote, required elevations will be raised. Current projects are still subject to the older maps.

Noreen reported that a young developer has put money down on the Byron property. Apparently the person will buy into the kinds of projects that the Town wants and that the Cecil Report proposed.

c) *Transportation Advisory Committee* The chair, Wesley Ewell, gave a report to the Selectmen last evening noting that the Committee is working in three areas: Belmont Circle, Bourne Rotary (including the fact that a public outreach process will begin in August), and safe bicycle and pedestrian routes. The Selectmen had opinions on all three topics.

Sallie also reported that the CapeFLYER is exceeding its break-even ridership figures. We will try to obtain data on the number of riders who disembark/embarck at Buzzards Bay.

President's updates:

Nominating Committee: The Board is still down two members. The Selectmen reminded the public last evening that one of its appointments is open. And Rick agreed to contact Adm. Gurnon about suggestions for a Board member from MMA to fill the elected member's slot.

Annual Meeting: Dan opened a discussion about how to organize the Annual Meeting for the fall. There was consensus to propose to Keystone that they look at this as a marketing opportunity. Sallie will follow up with Fred.

Hotel/motel by-law He also reported that he is continuing to work with Coreen on updating the hotel/motel by-law in preparation for the fall Town Meeting. Dan will circulate a draft for the Director's review and ideas.

Reports from Directors and Topics for Future Discussion: Rick reported that there is now a designated "Port of Bourne." He is continuing to work on bringing cruise ships to the Village. Noreen suggested that she might bring the Byron property buyer to a future meeting. There was, otherwise, consensus to continue to develop agenda items as in the past.

Adjourn: There being no public comments, it was MOVED, SECONDED and VOTED unanimously to adjourn the meeting at 8:57 am. The next meeting will be on August 14.

Respectfully submitted,


Sallie K. Riggs
Executive Director

These Minutes were approved by the Board at its meeting on August 14, 2013



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

October 10, 2013

Sally Riggs

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.

BFDC

2012 July 11, Aug. 29, Sept. 12

2013 July 10, Sept. 11, Oct. 9

2011 Apr. 13

Design/Sign Standards

2012 Jan 23, Jan 25

Main Street Steering

2012 Sept. 10, Sept 24

2013 Jan 14, Feb 11,

Your attention to this matter would be appreciated.

Sincerely,

Wendy J. Chapman
Asst. Town Clerk



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

Proposed Agenda - Board of Directors

Date: December 11, 2013
 Time: 7:45 am
 Location: Bourne Community Center

2013 DEC 5 PM 2:10
 TOWN CLERK'S OFFICE
 BOURNE, MASS

Call to order President D. Doucette

Nominations and VOTE for officers

Review and VOTE on Minutes of the October 9, 2013 meeting

Treasurer's Report Treasurer E. Dean
Review report and VOTE on acceptance
Review bills due for authorization and VOTE on acceptance

Executive Director's updates S. Riggs
Report from the Main Street Steering Committee and possible vote
 a) *Transportation Advisory Committee - Bourne rotary, commuter rail*
 b) *Wastewater Advisory Committee*
 c) *Main Street developments - Keystone Place*
Housing Subsidy program update

President's updates
Annual Meeting review

Reports/Updates from Directors
 Noreen Michienzi

Topics for Future Discussion (for information only)

Public Comment

Executive Session - if needed

Adjourn

Sallie K. Riggs
 Executive Director



To Clerk's office 12/18 2:45 pm

508 457-5305 www.bfdconline.org

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

**Minutes of the meeting of the Board of Directors
December 11, 2013
Bourne Community Center**

DRAFT - DRAFT -- DRAFT

2013 DEC 18 PM 2 44
TOWN CLERK'S OFFICE
BOURNE, MASS

Attending: Rick Carlson, Liz Dean, Bob Dutch, Holly Knight, Joe Longo, Noreen Michienzi, Kathy Zagzebski. Sallie Riggs, Executive Director. Guest: Michael Rausch, *Bourne Enterprise*

In the absence of President and Vice President, Treasurer Liz Dean opened the meeting when the presence of a quorum was announced.

Minutes: Liz asked for a motion to accept the Minutes of the Directors' meeting on October 19 2013. With no suggested changes, it was MOVED, SECONDED and VOTED with three abstentions to accept the Minutes of the October 9, 2013 meeting as circulated.

Treasurer's Report: Liz referred to the Treasurer's report distributed in advance of the meeting (a copy is on file with the original of these Minutes) and noted that as of November 30, 2013 the BFDC had cash in three accounts totaling \$11,496.35. Of that amount, \$9.53 is unrestricted. It was then MOVED, SECONDED and VOTED unanimously to accept the report as circulated.

Liz also noted that there were two bills for authorization to pay: \$110.51 to Awards of Cape Cod for the John Harding award and \$550 to Sallie for tax report preparations and housing subsidy program administration. It was then MOVED, SECONDED and VOTED unanimously to authorize the payments as presented.

Sallie reported that the Sovereign Foundation sent a letter indicating that it would not fund the BFDC's recent request for support (a copy is on file with the original of these Minutes).

Executive Director's report:

Transportation Sallie reported that State Rep. David Vieira has taken up the cause of extending commuter rail to Buzzards Bay. He is planning a public forum for Thursday, January 16. In the meantime, he is asking that as many community organizations as possible prepare letters of support for the concept of commuter rail to Buzzards Bay. Sallie asked for comments on the draft endorsement letter circulated in advance of the meeting (a copy is on file with the original of these Minutes). After only a brief discussion it was MOVED, SECONDED and VOTED unanimously to send the letter of support and to forward it also to the Town's Transportation Advisory Committee.

Sallie also noted that the Transportation Advisory Committee will hold a final public hearing and then forward a final draft of the Commission staff report, as endorsed by the Committee, to the Board of Selectmen.

Wastewater The Wastewater Advisory Committee received a preliminary report from the Weston & Sampson consultants on the hydrologic study of Queen Sewell Park as a potential site for subsurface disposal of treated wastewater. So far all the results are favorable for the site. The consultants have also shown that it is possible to put both the treated wastewater beds and the required reserve beds on the Queen Sewell site, eliminating the need to use the fields in back of the Community Center. The Committee is also preparing a workshop on the options in structuring a public/private partnership - to be scheduled in late January.

Other Main Street Keystone Place is progressing - site work has begun.

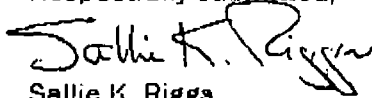
President's updates: Liz asked Directors for a review of the Annual Meeting. There appeared to be a consensus that it went well. There was particular support for having a speaker who can talk about the economic benefits of town projects.

Directors' updates: Noreen Michienzi reported on the trials she and her husband are going through with an expansion at 1 Trowbridge Road due to some Selectmen sending the project out for review after the Town permit process was complete. She is concerned, not just for their project but for the signals such actions send to other potential developers.

Bob Dutch noted that the Upper Cape Tech School is undertaking a long-range planning process. Directors are invited to participate.

Adjourn: It was MOVED, SECONDED and VOTED unanimously to adjourn the meeting at 8:48 am.

Respectfully submitted,



Sallie K. Riggs
Executive Director

AAA



Welcome to the TOWN OF BOURNE

MEETING CALENDAR

You are here : Meeting Calendar

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Veterans Memorial Community Ctr - Board of Trustees

1/29/2013

Bourne Veterans Memorial Community Ctr

Event Title: Veteran's Memorial Community Ctr, Board of Trustees
Where: Bourne Veterans Memorial Community Center
Tuesday, January 29, 2013
Time: 4:30 PM EST

- 1. Call to Order-attendance
2. Acceptance of November 27, 2012 Meeting Minutes
3. Correspondence
4. Building Director's Report
5. Request for maintenance in Recreation Office by Gym
6. Discussion - building safety and security
7. Trustees requests/comments
8. Public Comment
9. Adjournment

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Jan 2013

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TOWN CLERK'S OFFICE
BOURNE, MASS

**Bourne Veteran's Memorial Community Center Trustees
Minutes of January 29, 2013
Bourne Veteran's Memorial Community Center
Bourne, MA 02532**

Call to Order – attendance
Lisa Plante, Building Director

Charles Noyes, Chairman
Ray Parrot (excused)
Stanley Andrews
George Sala
Gary Maloney
John Ford (excused)

2013 JAN 30 AM 8 57
TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting Called To Order
4:30 pm by Chm. Noyes.

Acceptance of 11/27/13 minutes
MOVED and SECONDED by to approve minutes of 11/27/12 as amended.

Correspondence
None at this time.

Building Director's Report

1. Bid for Gym Roof has been approved. Awaiting confirmation of credentials from legal representation. Logistics meeting with approved contractor, engineer, and architect and facility director to be scheduled in the next couple of weeks.

2.

Request for maintenance in Recreation Office by Gym

Discussion – building safety and security.

Trustees request/comments

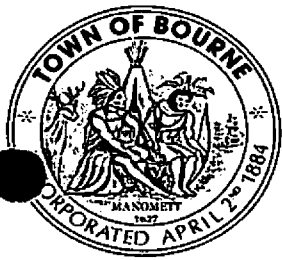
Next Meeting
No will be no meeting in December, unless needed.

Public Comment

Adjournment

MOVED and SECONDED by to adjourn meeting. Meeting adjourned at pm. UNANIMOUS VOTE.

Respectfully submitted,
Lisa Groezinger, sec.



Town of Bourne
Bourne Veteran's Memorial Community Center
239 Main Street
Buzzards Bay, MA 02532

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~~TOWN CLERK'S OFFICE~~

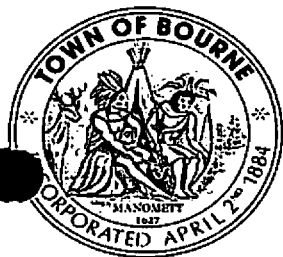
~~BOURNE, MASS~~

Bourne Veteran's Memorial Community Center Trustees Meeting
Tuesday, February 26, 2013
4:30 pm

AGENDA

1. Call to Order-attendance
2. Acceptance of January 29, 2013 Meeting Minutes
3. Correspondence
4. Building Director's Report
5. Discussion-heating system and generator needs
6. Trustees' requests/comments
6. Public Comment
7. Adjournment

Charles K. Noyes,
Chair



Town of Bourne
Bourne Veteran's Memorial Community Center
239 Main Street
Buzzards Bay, MA 02532

2013 MAR 22 AM 11 21

TOWN CLERK'S OFFICE

Bourne Veteran's Memorial Community Center Trustees Meeting

Tuesday, March 26, 2013

4:30 pm

AGENDA

1. Call to Order-attendance
2. Acceptance of February 26, 2013 Meeting Minutes
3. Correspondence
4. Building Director's Report
5. Discussion/Update-Bourne High School After Prom event
6. Trustees' requests/comments
7. Public Comment
8. Adjournment

Charles K. Noyes,
Chair

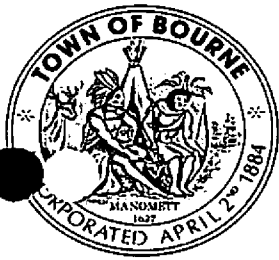
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TOWN CLERK'S OFFICE
BOURNE, MASS

Town of Bourne

Bourne Veteran's Memorial Community Center

239 Main Street
Buzzards Bay, MA 02532



Bourne Veteran's Memorial Community Center Trustees Meeting

Tuesday, April 30, 2013

4:30 pm

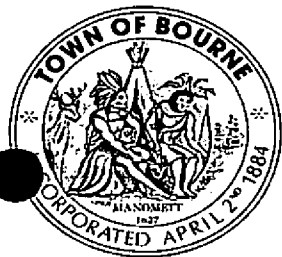
Bourne Veteran's Memorial Community Center

239 Main Street
Buzzards Bay, MA 02532

AGENDA

1. Call to Order-attendance
2. Acceptance of February 26, 2013 Meeting Minutes
3. Correspondence
4. Building Director's Report
5. Discussion/Update- Generator & electrical upgrade request
6. Trustees' requests/comments
7. Public Comment
8. Adjournment

Charles K. Noyes,
Chair



Town of Bourne
Bourne Veteran's Memorial Community Center
239 Main Street
Buzzards Bay, MA 02532

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TOWN CLERK'S OFFICE
BOURNE, MASS

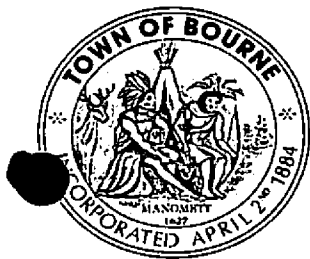
Bourne Veteran's Memorial Community Center Trustees Meeting
Tuesday, April 30, 2013
4:30 pm
Bourne Veteran's Memorial Community Center
239 Main Street
Buzzards Bay, MA 02532

AGENDA

1. Call to Order-attendance
2. Reorganization of Board of Trustees
3. Acceptance of April 30, 2013 Meeting Minutes
4. Building Director's Report
5. Review & Discussion – Current usage fees for non-profit and private groups
6. Review & Discussion – Trustee policy on building staffing, use of building by tenant departments during off hours. Possible vote for policy change
7. Trustees' requests/comments
7. Public Comment
8. Adjournment

Charles K Noyes,
Chairperson

Cancelled 5/24/13



TOWN CLERK'S OFFICE
BOURNE, MASS

Town of Bourne
Bourne Veteran's Memorial Community Center
239 Main Street
Buzzards Bay, MA 02532

Bourne Veteran's Memorial Community Center Trustees Meeting
Tuesday June 4, 2013
4:30 pm
Bourne Veteran's Memorial Community Center
239 Main Street
Buzzards Bay, MA 02532

AGENDA

1. Call to Order-attendance
2. Reorganization of Board of Trustees
3. Acceptance of April 30, 2013 Meeting Minutes
4. Building Director's Report
5. Review & Discussion – Current usage fees for non-profit and private groups
6. Review & Discussion – Trustee policy on building staffing, use of building by tenant departments during off hours. Possible vote for policy change
7. Trustees' requests/comments
7. Public Comment
8. Adjournment

Charles K Noyes,
Chairperson

2013 MAY 29 AM 8 50
TOWN CLERK'S OFFICE
BOURNE, MASS

**Bourne Veteran's Memorial Community Center Trustees Meeting
Minutes of June 4, 2013
Bourne Veteran's Community Center
Buzzards Bay, MA 02532**

Lisa Plante, Building Director
Jon Nelson, Facilities Manager

Members present: Chm. Charlie Noyes, Gary Maloney, George Sala, Earl Baldwin and Robert Sheehan.

Member(s) absent: Stanley Andrews

Public present: James Mulvey and Kay Donovan, Paul Gately – Bourne Courier

Call to Order-attendance
4:30 pm by Chm. Noyes

Re-organization of the Board of Trustees

Sala **MOVED** and **SECONDED** by Sheehan to nominate and appoint Charles Noyes as Chairman.
VOTE 5-0.

Maloney - offered to take the minutes for the committee free of charge as Clerk and stated for the record he is not in favor of paying for professional secretarial help.

Charles Noyes **MOVED** and **SECONDED** by Maloney to nominate and appoint George Sala as the Vice Chairman to the Bourne Veteran's Memorial Community Center Trustees. **VOTE 5-0.**

Sala **MOVED** and **SECONDED** by Sheehan to nominate and appoint Gary Maloney as the Secretary/Clerk to the Bourne Veteran's Memorial Community Center Trustees. **VOTE 5-0.**

Chm. Noyes - addressed Maloney's comment and would like to keep a professional recorder at this time.

Acceptance of April 29, 2013 Meeting Minutes

Sala **MOVED** and **SECONDED** by Maloney to approve meeting minutes of 4/29/13 as amended. **VOTE 3-0-2** (Baldwin and Sheehan abstained).

Building Director's Report – Lisa Plante

1. The gym roof (HVAC units only) has leaked during the last couple of rain/wind storms, May 24th, May 28th and June 3rd. Water has entered the gym through the flashing. The contractor has been notified. They have been on seen to inspect the units along with myself and the Facility Manager. The contractor will be performing repair to the flashing around the base of the 2 large HVAC units.

Jon Nelson – water dripping off the duct work on the roof at the gym. He inspected and determined water coming from between the inside and the duct. It only happens when the wind is blowing hard after an extended period of downpour – no issues with roof itself since it has been replaced. Architect and contractor have been notified and monies will be retained. Original scope of work was the roof

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TOWN CLERK'S OFFICE
BOURNE, MASS

which was associated with flashing only. There is money in the budget to address the two small HVAC units.

Mr. Mulvey – asked what the method of contacting will be used. Mr. Nelson will set up a meeting this coming Monday with both the contractor and architect.

2. Carol MacDonald, President of the Friends of the Council on Aging asked me if the Friends could plant a perennial shrub on the property in memory of Emily Boudrot who was a volunteer for many years for the Supportive Day Program. Ms. MacDonald and I will work together to make that happen.
3. A great group of people from Pepsi Company of Sagamore volunteered to assist me with picking up trash, weeding and pruning the grounds for 5 hours on Saturday, April 27, 2013. A big thank you to about 20 Pepsi Co. employees for providing much appreciated community service, coffee, lunch, and t-shirts.
4. Thank you to George Sala and the Bourne DPW crew for their work laying down the weed control cloth and bark mulch on the grounds the week of May 13th. The grounds look absolutely amazing!!
5. The Bourne on the 4th of July Parade will begin at 10:00 AM on Thursday, July 4th. The Community Center will be open at 9:00 AM until the end of the parade for use of the restrooms. The parade is the same route.

Review and Discussion – current usage fees for non-profit and private groups

Ms. Plante:

1. Proposes to bring forth to the Selectmen to charge for the use of Veteran's Lobby for non-profit and private groups. Currently there is no charge. The lobby area houses the second largest amount of people.
2. If non-profits and private groups book a room in the Community Building and are a 'no show, perhaps we should we ask for a deposit or donation.

Maloney – he would like a copy of the list of who is paying and who is not paying from the Selectmen before moving forward.

Sala –is not in favor of charging non-profit organizations. He would like to suggest the requiring a deposit at the time of booking: if the organization fails to show up, the town keeps the money; if they do show up, we return the deposit.

Sheehan –include written communication.

Chm. Noyes – the Bldg. Director could set as a policy. He will get copies of the fee structure from the Selectmen along with the Trustees policies and send out to the board for review prior to next month's meeting.

Mr. Mulvey – the issue will take a lot of discussion with the Selectmen to determine whether a group is a town organization by Charter or is based in the State.

Review and Discussion – Trustee policy on building staffing, use of building by tenant departments during off hours. Possible vote for policy change

Chm. Noyes – if there is a meeting off hours or overnight, should the Trustees waive the policy adopted in 2012 required a building staff member present during the off hours at the time of a function.

Maloney – used the term “key holder” and doesn’t see an issue with the policy as it stands.

Sheehan – asked about the town’s liability and suggested posting a bond or identification of the group. He also suggested having in writing that the key holder is to remain in the building during an event.

Sala – would like to leave the policy as is.

Mr. Mulvey – asked if former key holders have access to the building. Sala - keys cannot be duplicated and former employees don’t have the keys. In early May Ms. Plante changed the keys to the building.

Trustees requests/comment

Sala – welcomed Mr. Baldwin and Mr. Sheehan to the board.

Baldwin – taking what is discussed here and bring to the Selectmen will be a benefit to the town.

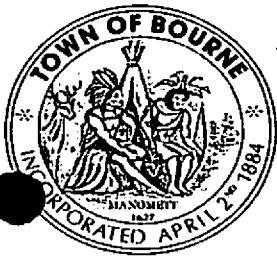
Public Comment

None.

Adjournment

Maloney MOVED and SECONDED by Sheehan to adjourn. Meeting adjourned at 5:25 pm. Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.



Town of Bourne

Bourne Veteran's Memorial Community Center

239 Main Street
Buzzards Bay, MA 02532

2013 JUL 25 AM 11 54

TOWN CLERK'S OFFICE

Bourne Veteran's Memorial Community Center Trustees Meeting

Tuesday July 30, 2013

4:30 pm

Bourne Veteran's Memorial Community Center

239 Main Street
Buzzards Bay, MA 02532

AGENDA

1. Call to Order-attendance
2. Acceptance of June 4, 2013 Meeting Minutes
3. Building Director's Report
4. Review & Discussion – Major maintenance and repair projects projected in coming years
5. Trustees' requests/comments
7. Public Comment
8. Adjournment

Charles K Noyes,
Chairperson

**Bourne Veteran's Memorial Community Center Trustees Meeting
Minutes of July 30, 2013
Bourne Veteran's Community Center
Buzzards Bay, MA 02532**

Lisa Plante, Building Director

Members present: Chm. Charlie Noyes, Stanley Andrews, Gary Maloney, George Sala and Robert Sheehan and Earl Baldwin

Public present: James Mulvey, Kay Donovan, Paul Gately – Bourne Courier

Call to Order-attendance
4:30 pm by Chm. Noyes

Acceptance of June 4, 2013 Meeting minutes
Sheehan MOVED and SECONDED by Sala to approve 6/4/13 minutes as submitted. VOTE 4-0-2
(Abstentions from Andrews, Maloney)

Building Director's Report

Roof warranty – Tecta America 15-year warranty on roof replacement. A 2-year warranty on immediate repairs (example: stop leaks or any other roof issues).

Maintenance issues

1. **Gymnasium.** No AC in the gym and no circulation causes condensation. Ms. Plante had to close the gym for a week due to the amount of moisture on the floors. HVAC units and interior pipe insulation leaking/sweating issues. Buckley Associates were contacted for an inspection. There is no vent at the roof line; it is a flat roof system. It is possible a phase has not been connected.
2. **Fire Alarm System.** Inspected and found to have condensation between the wall and the strobes. There may be penetration from the attic and/or outside.
3. **Main Lobby Skylights.** Mold growing around the flag, skylights and the seam on top of the tapers. Inspection to be done tomorrow per the Facility Manager.
4. **Main Lobby Cupola leak.** Last year inspect done by local roofer whose recommendations were: 1) add flashing to the cupola (shingles were put in backwards); 2) build a cricket; and 3) strip and re-shingle roof. Maloney – raised concerns of issues with Facilities Manager's absence. Andrews – Building Facilitator will evaluate reports once written. Ms. Plante to report findings to Chm. Noyes as soon as possible. Kay Donovan – issues have been happening prior to arrival of Ms. Plante. James Mulvey – the primary responsibility lies with the Trustees by law.

Review and Discussion – Major maintenance and repair projects

Chm. Noyes - issue posed by Building Director is the gym ventilation – may be a long term project. Air handling may be reprogrammed or rewired.

Andrews – as a long-term project to add AC to the gym; short term project is adding ventilation.

2014 AUG 8 AM 8 53
TOWN CLERK'S OFFICE
BOURNE, MASS

Lisa Plante – the mezzanine area – boiler, sprinkler, communication center has no AC. Gym and the whole end of the building does not have AC.

Andrews (on-going)

1. Ventilation in the gymnasium
2. Gym roof
3. Recommendation from roofing contractor on repairing cupola properly (no band aids)
4. Condensation on the main lobby end of the building and the Fire Safety alarms – get to the root cause to remedy
5. Exterior of the facility (visual inspections)

Sala – it is up to the Trustees to recommend what to do to this building. Andrews – how money is done would be run through a Facilities Group for consistency. As Trustees, we can request annually.

Baldwin – we need to convince Selectmen to stop waiving fees, set fees that are reasonable at the Community Building and set up a Revolving Fund to offset costs.

James Mulvey – recommended to begin working with the FinCom and Selectmen on financial matters.

Chm. Noyes – based upon reports and discussion on maintenance projects, the next meeting agenda will be to identify and formalize project goals, and to include in the budget. Also to formalize long-term project goals to advocate as a board (and/or individuals) process started for FY14

Trustees requests/comments

Andrews – suggested when inspectors are in the attic, to take digital photos for the Trustees.

Public Comment

James Mulvey – commended the Trustees' dedication and work.

Paul Gately – asked if a cupola roof was needed. Sheehan – suggested to make sure it wouldn't be an aid in ventilation.

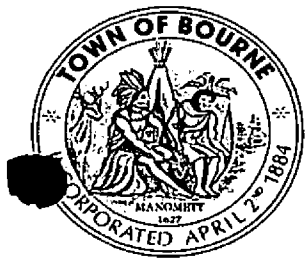
Kay Donovan gave Disabled Veterans' donation of a flag to Ms. Plante.

Next meeting is August 28, 2013.

Adjournment

Sala **MOVED** and **SECONDED** by Andrews to adjourn. Meeting adjourned at 5:24 pm. Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec .



Town of Bourne
Bourne Veteran's Memorial Community Center
239 Main Street
Buzzards Bay, MA 02532

2013 AUG 22 AM 9 11
TOWN CLERK'S OFFICE
BOURNE, MASS

Bourne Veteran's Memorial Community Center Trustees Meeting
Tuesday August 27, 2013
4:30 pm
Bourne Veteran's Memorial Community Center
239 Main Street
Buzzards Bay, MA 02532

AGENDA

1. Call to Order-attendance
2. Acceptance of July 30, 2013 Meeting Minutes
3. Building Director's Report
4. Review & Discussion – Major maintenance projects- Identification and prioritization
5. Trustees' requests/comments
7. Public Comment
8. Adjournment

Charles K Noyes,
Chairperson

**Bourne Veterans Memorial Community Building Trustee Meeting
Minutes of August 27, 2013
Bourne Veteran's Community Center
Buzzards Bay, MA 02532**

Lisa Plante, Building Director

Members Present: Chm. Charles Noyes, George Sala, Stanley Andrews, Robert Sheehan, Gary Maloney Not present – Selectman Earl Baldwin

Call to order-attendance

4:30 pm by Chm Noyes by Chairman Charles Noyes,

Public Present: James Mulvey, Kay Donovan, Paul Gately – Bourne Courier

Acceptance of July 30, 2013 meeting minutes

Mr. Maloney requested two changes; first change: acceptance of June 4, 2013 minutes vote to 5-0-1 approved with one abstention; Mr Andrews. Second change: add April 8, 2013 as the start date on warranty for gym roof repair.

Motion to approve with changes- Mr Andrews, seconded by Mr Sala.

Vote to approve YES 5-0-1, Mr Baldwin not present.

Building Directors Report – Directors written report attached.

Email from Zachary Seabury, Heath Inspector, SUBJ:

Mold? -Gym walls

After completion of the directors report Mr Andrews asked several questions to the director about personnel participation and history of attempted fixes to gymnasium roof, building leaks, Veteran's Hall ceiling, and building fire alarm systems. A lengthy discussion followed on several repairs and the associated history involved with each example.

Public comment – Kay Donovan asked if contractors responsible could be brought before the board.

Following discussion a motion was made by Mr Sheehan and seconded by Mr Andrews. Motion: Chairman Noyes will forward a memo to the Town Administrator, (CC Building Director and Facilities Manager) discussing Building Director Lisa Plante's report dated July 30, 2013. Specifically Items #1-4 and the boards questions and concerns.

Questions to include:

- 1 Who authorized the temporary fixes?
- 2 How was repair testing completed?
- 3 How was the temporary fix designed and what are the appropriate long term

2014 AUG 8 AM 10 53
TOWN CLERK'S OFFICE
BOURNE, MASS

solutions as seen by Town professionals?

Vote 5-0-1 YES, Mr Baldwin Absent

Review & Discussion – Major maintenance projects - Identification and prioritization

Much of the discussion from the previous agenda item was applicable/or repeated for this item as well. Members discussed a priority list of issues and how to get them resolved in a timely manner. Mr Sala suggested communications with the Town go through the Building Director and be CC'd to Facilities Manager and Town Administrator ~~as in previous motion.~~

Public comment – Mr Mulvey stressed that the board has the power of law over the care, custody, and control of the facility and should use it. Also offered advice that the board could build public and budgetary support by providing the FinCom, Capital Outlay Committee, etc priority lists. Mr Gately asked similarly if there is any formal liaison with stated committees.

Trustee's requests/comments

Mr Maloney discussed proposed upcoming changes to FEMA Flood maps.

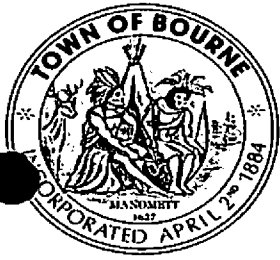
A formal request was made by Mr Sheehan, seconded by Mr Maloney for the Chairman to contact the Town Planner and verify centers status on proposed maps.

Vote 5-0-1, Mr Baldwin absent

Public Comment Next meeting is September 24, 2013 - no additional remarks.

Adjournment Mr. Andrews moved, Mr. Sala seconded - Meeting adjourned at 5:35 pm.
Unanimous vote

Respectively submitted Gary Maloney



Town of Bourne
Bourne Veteran's Memorial Community Center
239 Main Street
Buzzards Bay, MA 02532

2013 SEP 20 AM 11 15

TOWN CLERK'S OFFICE
BOURNE, MASS

Bourne Veteran's Memorial Community Center Trustees Meeting

Tuesday October 1, 2013

4:30 pm

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

AGENDA

1. Call to Order-attendance
2. Acceptance of August 27, 2013 Meeting Minutes
3. Building Director's Report
4. Update & Discussion – Building maintenance issues, Town Administrators response
5. Trustees' requests/comments
7. Public Comment
8. Adjournment

Charles K Noyes,
Chairperson

Accepted
10/29/13

**Bourne Veterans Memorial Community Building Trustee Meeting
Minutes of October 1, 2013
Bourne Veteran's Community Center
Buzzards Bay, MA 02532**

2013 OCT 30 AM 9 52

Lisa Plante, Building Director

TOWN CLERK'S OFFICE
BOURNE, MASS

Members Present: Chm. Charles Noyes, Selectman Earl Baldwin , George Sala, Gary Maloney **Not present –** Stanley Andrews, Robert Sheehan

Call to order-attendance

4:35 pm by Chm. Noyes by Chairman Charles Noyes,

Public Present: James Mulvey, Kay Donovan, Paul Gately -- Bourne Courier

Acceptance of August 27, 2013 meeting minutes

Mr. Sala requested a change: page 2, REVIEW and DISCUSSION; first paragraph, delete "and Town Administrator as in previous motion". A motion to accept the August 27, 2013 meeting minutes with the proposed change made by Mr Sala, seconded by Mr Maloney; vote to 3-0-1 approved with one abstention; Mr. Baldwin. Absent: Mr. Shehan and Mr. Andrews.

Building Directors Report – Directors written report attached.

Update and Discussion - Building maintenance issues, Town Administrators response

Chm Noyes read into the record correspondence received from TA Guerino; Response to Concerns at the Community Building, September 18, 2013, 2 pages (attached).

Mr Maloney stated he would need to read the letter again but did not notice any mention of answers to the specific questions requested by the board.

Public Comment: Mr Mulvey spoke to the letter in general and public law that the Town should not be in a position to deny money for costs associated with upkeep of the building.

Trustee's requests/ comments

Mr Baldwin gave a synopsis of issues concerning the building issues, fees, and the waiver on fee collection. Mr Baldwin would like the Trustees to discuss the assessment of fees.

Mr Sala agreed with this sentiment and suggested finding previous guidance on the issue of fees for use. Suggested Town Attorney would have the guidance from earlier issues.

Mr Noyes discussed the confluence of issues surrounding maintenance of the building and the limited role of each of the stakeholders under the current format: Building director in day to day control; a Town Facilities Manager responsible for building systems; and a board with little or no control of day to day operations, maintenance, or funds for capital improvements. He continued with a rhetorical question on how expansive "care, custody, and control" was in relation to the Bourne Veterans Memorial Community Building or limited to the Veteran's Hall. Mr Sala concurred with those sentiments – no budget, no fees; not just this building but town wide.

Mr Maloney asked if the Board received a reply to the question of building's status on the proposed flood maps had been answered. Ms. Plante provided a copy of centers position on new map plate (attached) – building is now in flood zone per pending map update.

Public comment – Mrs. Donovan suggested flat fees for all. Mr. Mulvey stressed his feeling of the board's responsibility per state law for care custody and control of the building and not to allow it to become a Town Building. Mr. Gately asked for examples of users whose fees are waived versus not waived. Mr Maloney provided the example of Girl Scout troops not paying a fee but fees being assessed to an Alcoholics Anonymous chapter for use of the meeting rooms and kitchen area.

Motion to adjourn made by Mr Sala, seconded by Mr Maloney passed 4-0, 2 absent.

Meeting adjourned at 5:27

Respectfully submitted: Gary Maloney

October 8, 2013

Charlie Noyes

Pursuant to the Town Charter of 2001, as amended by Chapter 85 of the Acts of 2007 and Chapter 117 of the Acts of 2012, the Town By-laws and the Mass. General Laws, minutes or all meetings should be filed with the Town Clerk's Office and *on the Towns Website*. 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:

Committee: Trustees Bourne Veterans Community Center
2011..... June 28, August 30, Sept. 14, Sept. 38, October 25, Nov. 29,
2012.....March 27, April 3, April 24, May 29, July 31,
2013.....Feb 26, March 26, April 30, June 4

Local Emergency Planning Committee

2011 March 16

2012 ALL SET

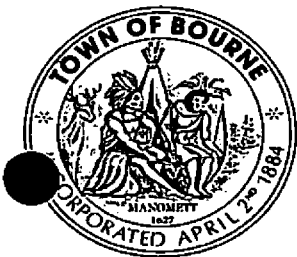
2013 March 18, April 3, April 9, May 14, May 20, June 5, July 10

If you should have any questions, please contact our office.

Sincerely,

Wendy J. Chapman
Asst. Town Clerk

Enclosure Chapter 117 of the Acts of 2012, Town Bylaws, R S Troy Opinion



Town of Bourne
Bourne Veteran's Memorial Community Center
239 Main Street
Buzzards Bay, MA 02532

2013 OCT 23 AM 11:27

TOWN CLERK'S OFFICE
BOURNE, MASS

Bourne Veteran's Memorial Community Center Trustees Meeting

Tuesday October 29, 2013

4:30 pm

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

AGENDA

1. Call to Order-attendance
2. Acceptance of October 1, 2013 Meeting Minutes
3. Building Director's Report
4. Discussion & Possible vote- Building use fees
5. Discussion- Trustee's roles, duties, and responsibilities
6. Trustees' requests/comments
7. Public Comment
8. Adjournment

Charles K. Noyes,
Chairperson

**Bourne Veteran's Memorial Community Center Trustees Meeting
Minutes of October 29, 2013
Bourne Veteran's Community Center
Buzzards Bay, MA 02532**

2014 JAN 30 AM 9 55

TOWN CLERK'S OFFICE,
BOURNE, MASS

Lisa Plante, Building Director

Members present: Chm. Charlie Noyes, Stanley Andrews, Gary Maloney, George Sala and Robert Sheehan and Earl Baldwin

Public present: James Mulvey, Kay Donovan, Paul Gately – Bourne Courier

Call to Order-attendance

4:30 pm by Chm. Noyes

Acceptance of October 1, 2013 Meeting minutes

Sala MOVED and SECONDED by Maloney to approve 10/1/13 minutes as submitted. VOTE 6-0.

Building Director's Report

The Veteran's Hall floor damaged and was replaced 10/5/13.

On-going bldg. Maintenance issues - monies requested for FY15 and possible capital expenses per TA Guerino:

- Interior ceiling repairs from cupola damage
- Damage to walls from sump pump failure
- Fire Alarm System
- Greenheck units on gym roof

Discussion

Sheehan – raised issue with clogged downspouts. Ms. Plante reports this has been brought to the Facility Manager's attention.

Maloney – asked if there is a packet that can be sent out with regard to the Prom Committee. Ms. Plante handed out information that was given to the last committee who came here. She added not donations were received by the Prom Committee for the use of the building.

Sheehan – asked about last year's Prom Committee. Lisa gave a brief summary of what happened last year.

Discussion and Possible vote – Building Use Fees

Baldwin – we should be charging fees. The Revolving Fund balance is now \$2,000.

Mahoney – the Trustees have no involvement in charging fees.

Sala – BOS set fees as far as what each room should be charged. Fees for gym fees were based on full and half gym capacity.

Baldwin – feels rates should be increased. Ms. Plante said fees should be at least worth the effort. Even though the trustees cannot set rates, they can advocate to increase in some manner.

Andrew – it is important to have all charts of previous board recommendations to review what was recommended. Then send back to the Selectmen.

Maloney – this board doesn't have control over the money or the power. He sees the Charter giving Atty. Troy power over what expected from each department. The trustees are left with three lines. Nothing is mentioned about setting or collecting fees. He suggests getting the Selectmen to revisit fee structures or at least offer an opinion.

Baldwin – suggests getting the veterans involved for support of the trustees.

Ms. Plante – believes the new board may be to our advantage.

Sala – there are many instances where fees are waived.

Sheehan – asked if rates include custodial fees and set up. Ms. Plante said some groups need more and some need less. We clean the room after the next group and the building is open until 9:00 pm.

Chm. Noyes – should review and look at rates, which are being charged. Looking at list at which former board put together. So we don't spend a lot of time. That is the consensus of the board.

Trustees Roles/Duties/Responsibilities

Chm. Noyes – feels the board's job is to advocate for the building. Other than that, what is our job? Are we responsible for the building?

Chm. Noyes – Chapter 41 Section 105 establishes a Board of Trustees. The last sentence says the building use is for memorials. Copy of Charter 2007, Sections 6-11 read into record which incorporates Charge 41, Section 105 of MGL into the Town Charter. Article of 2003 read into record which was voted and accepted and lays out the trustees authority: Soldier's Memorials care, custody and control. There is no means to operate the building as it is assigned to someone else, funding is assigned to someone else. What is our role, duties and responsibilities under the Charter and applying it practically the way it is set up organizationally?

Baldwin – he feels the best thing to try is to organize veterans in town to support this board to keep the building in such a way to honor what is inside the building. The building is the tax payers burden. If there is a repair, the request shouldn't have to go to TA Guerino to seek funds.

Andrews – feels the fees are reasonable and asked what the schools charge for their buildings. Ms. Plante said they charge for use of the area plus fees for the custodian. The fees for small repairs should be covered in a Revolving Account. The fund dwindled to \$2,000 to be able to do repairs.

Andrews – we have to push to get what we need. What stage of custody do we want to go to make fee structure?

Baldwin – we need to seek certain groups in town that have sufficient numbers to apply political pressure.

Maloney – feels we should put pressure on who is responsible. Why do we need to do other people's jobs for them.

Sala –we don't have the authority to run any day to day operations. Who are we going to tell what room we want to paint. What is the function of a trustee?

Adrews – such rules and regulations relative to the use of said memorials as deemed necessary.

Maloney – only other buildings under the Charter are under other control are the school buildings. Why was this shift done? There must be a reason.

Andrews –do we deem necessary as trustees the building and the memorials under this Charter?

Sala – this building is for the use of the youth, elderly and veterans.

Sala – we have a Facilities Director who handles all municipals buildings. Similar buildings are the Fire Department, Police Department, Town Hall and the Library. What makes this building different?

Maloney – this board was left out, but doesn't mean we cannot get added.

Sala – the building is not under our purview. Maloney said we change change that by going head to head with the Selectmen and TA Guerino.

Chm. Noyes – asked for suggestions from the board for next steps.

Maloney – get list of what want accomplished and bring to who's responsible. He volunteered to review old documents.

Sala – is frustrated because he doesn't feel this is a fight the trustees could win.

Maloney – said if it makes someone do their job, it is worth it.

Chm. Noyes – no resolution today. He will put continued discussion on the agenda for next month. He encouraged any board member who wants to add items to contact him.

Andrews – would like to review the board's mission statement, policies and a review of possible changes of those policies as an agenda item. He also recommend to go back and revisit old rate schedule.

Maloney – feels continuing this discussion will give the public another opportunity for input.

Troy Thompson – it seems that back in the 80's, the Building Director answered to the trustees running similar to the library. It sounds like it needs to bring back to where Ms. Plante reports to the trustees. She is curious as to what the reason was for the change.

Andrews – there was a town vote to have trustees involved to have the building built. At this time the Charter was revised.

Andrews - deferred maintenance irritates him.

Sala –he would like to see Ms. Plante report to trustees and Facilities Director by request.

Sheehan – asked about a display with rotating display in the memorial wall. Ms. Plante said there was not such a request. Andrews said this board could look into as a request.

Trustees requests/comments

Next meeting will be on 11/26/13 tentatively.

Public Comment

None.

Adjournment

Sala MOVED and SECONDED by Andrews to adjourn. Meeting adjourned at 5:50 pm. Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec .