

2014

Buzzards Bay Water
Bourne Bylaw
Cape Cod Canal Centennial
Capital Outlay
Charter Compliance
Conservation Commission
Council on Aging
Design Review
Energy Advisory Committee (EAC)

02/10
9-1-14



2014 JAN 6 AM 9 40

TOWN CLERK'S OFFICE
BOURNE, MASS

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

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:30 p.m. on the following date:

Wednesday January 8, 2014

CALL MEETING TO ORDER:

APPOINTMENTS:

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS:

Capital Improvement Plans: Cost of Water Main Replacements

NEW BUSINESS:

FY15 Budget: Preliminary

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT


Caitlin Rocheleau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
PLEASE POST: Meeting Notice



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

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:30 p.m. on the following date:

Wednesday February 12, 2014

CALL MEETING TO ORDER:

APPOINTMENTS:

Ryan Correia from Allied Venture Re: Perry Ave Project

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS:

NEW BUSINESS:

Barry Woods Re: Office Updates

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

2014 FEB 7 PM 3 48
TOWN CLERK'S OFFICE
BOURNE, MASS

Caitlin Rocheleau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
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2014 MAR 10 AM 8 29

TOWN CLERK'S OFFICE
BOURNE, MASS

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

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:00 p.m. on the following date:

Wednesday March 12, 2014

CALL MEETING TO ORDER:

APPOINTMENTS:

Sean Osborne, OSD Re: Cell Tower Availability, Standpipe Project, RFP, Station 5 Updates

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS:

Barry Woods: Office Updates
FY15 Budget

NEW BUSINESS:

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

Caitlin Rocheleau
Caitlin Rocheleau / District Clerk

FAXED TO:

Bourne Town Clerk 508-759-7980

Plymouth Town Clerk 508-830-4062

PLEASE POST: Meeting Notice



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

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 1:00 p.m. on the following date:

Friday April 4, 2014

CALL MEETING TO ORDER:

APPOINTMENTS:
 None

OLD BUSINESS:
 Preparations for Annual District Meeting

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

ADJOURNMENT

Caitlin Rocheleau

 Caitlin Rocheleau / District Clerk

FAXED TO:
 Bourne Town Clerk 508-759-7980
 Plymouth Town Clerk 508-830-4062
 PLEASE POST: Meeting Notice

2014 APR 1 PM 2 09
 TOWN CLERK'S OFFICE
 BOURNE, MASS



2014 MAY 9 PM 2 15

TOWN CLERK'S OFFICE
BOURNE, MASS

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

**The Board of Commissioners will hold a meeting to conduct District
 business at the District Office, 15 Wallace Avenue, Buzzards Bay
 at 4:00 p.m. on the following date:**

Wednesday May 14, 2014

CALL MEETING TO ORDER:

APPOINTMENTS:

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS:

Barry Woods: Office Updates

NEW BUSINESS:

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

Caitlin Rocheleau

 Caitlin Rocheleau / District Clerk

FAXED TO:

Bourne Town Clerk 508-759-7980

Plymouth Town Clerk 508-830-4062

PLEASE POST: Meeting Notice



2014 JUN 6 PM 3 47

TOWN CLERK'S OFFICE
BOURNE, MASS

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

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:00 p.m. on the following date:

Wednesday June 11, 2014

CALL MEETING TO ORDER:

APPOINTMENTS:

Resident Re: Separate Irrigation Meter

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS:

Barry Woods: Master Meter Update
Office Updates

NEW BUSINESS:

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT


Caitlin Rocheleau / District Clerk

FAXED TO:

Bourne Town Clerk 508-759-7980

Plymouth Town Clerk 508-830-4062

PLEASE POST: Meeting Notice



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

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:00 p.m. on the following date:

Wednesday July 9, 2014

CALL MEETING TO ORDER:

APPOINTMENTS:

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS:

Barry Woods: Master Meter Update
 Office Updates

NEW BUSINESS:

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

2014 JUL 3 PM 12 32
 TOWN CLERK'S OFFICE
 BOURNE, MASS

Caitlin Rocheleau

Caitlin Rocheleau / District Clerk

FAXED TO:

Bourne Town Clerk 508-759-7980

Plymouth Town Clerk 508-830-4062

PLEASE POST: Meeting Notice



Office of The Commissioners

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

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 12:00 p.m. on the following date:

Friday August 22, 2014

CALL MEETING TO ORDER:

APPOINTMENTS:

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

Letter RE: Wallace Point Road

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS:

Master Meter Update
Office Updates
Verizon: RFP Update
Account #: 01414
Old Bridge Road

NEW BUSINESS:

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

FAXED TO:

Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
PLEASE POST: Meeting Notice

2014 AUG 18 PM 4 04
TOWN CLERK'S OFFICE
BOURNE, MASS

Caitlin Rocheleau / District Clerk



Office of the Commissioners

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

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:00 p.m. on the following date:

Wednesday October 8, 2014

CALL MEETING TO ORDER:

APPOINTMENTS:

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS:

- Office Updates
- Station 5 Update
- Verizon: RFP Update
- Old Bridge Road

NEW BUSINESS:

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
PLEASE POST: Meeting Notice

2014 OCT 3 PM 12 39
TOWN CLERK'S OFFICE
BOURNE, MASS

Caitlin Rocheleau
Caitlin Rocheleau / District Clerk



Office of The Commissioners

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

**The Board of Commissioners will hold a meeting to conduct District
business at the District Office, 15 Wallace Avenue, Buzzards Bay
at 4:00 p.m. on the following date:
Tuesday November 18, 2014**

CALL MEETING TO ORDER:

APPOINTMENTS:

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS:

- Office Updates
- Station 5 Update
- Verizon: RFP Update
- Old Bridge Road
- Master Meter Update
- Article / Project Update

NEW BUSINESS:

- Holiday Schedule

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
PLEASE POST: Meeting Notice

Caitlin Rocheleau / District Clerk

2014 NOV 12 PM 3 54
TOWN CLERK'S OFFICE
BOURNE, MASS



Office of The Commissioners

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

**The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 3:15 p.m. on the following date:
Wednesday December 3, 2014**

CALL MEETING TO ORDER:

APPOINTMENTS:

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS:

- Office Updates
- Station 5 Update
- Verizon: RFP Update

NEW BUSINESS:

- Holiday Schedule

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

FAXED TO:

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

PLEASE POST: Meeting Notice

2014 NOV 25 PM 4 01
TOWN CLERK'S OFFICE
BOURNE, MASS

Caitlin Rocheleau / District Clerk

2014 NOV 25 PM 1 10
TOWN CLERK'S OFFICE
BOURNE, MASS

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

The Board of Water Commissioners will hold a Public Hearing pursuant to the provisions of Mass. General Laws on Wednesday, December 3, 2014 at 3:00 PM at the Buzzards Bay Water District, 15 Wallace Avenue, Buzzards Bay, MA 02532 to solicit public input on the issue of allocating the Local Property Tax levy among the property classes for the fiscal year 2015. In summary the Board of Water Commissioners is empowered by Mass. General Laws to determine the percentages of the tax levy to be borne by each class of property for the fiscal year. Classes are as follows:

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

At this hearing, the Board of Assessors will provide information and data relevant to making a decision on allocating the tax burden among the classes of property, including the fiscal effect of the available alternatives. Citizens wishing to be heard on this matter are encouraged to present written and oral testimony to the Board of Commissioners. Written comments may be submitted to the Office of the Board of Commissioners, P.O. Box 243, 15 Wallace Avenue, Buzzards Bay, Ma 02532, no later than Monday, December 1, 2014.


Caitlin Rocheleau, Treasurer / Clerk

FAXED TO:
Bourne Town Clerk 508.759.7980

PLEASE POST

BOURNE BYLAW COMMITTEE

2014 JAN 24 PM 12 00
TOWN CLERK'S OFFICE
BOURNE, MASS

NOTICE OF MEETING

Wednesday, February 12, 2013 at 4:30 p.m.
Bourne Town Hall
Lower Conference Room

MEETING AGENDA

1. Opening - announce that the meeting is being taped to keep accurate minutes.

2. Review and approve minutes of meeting of November 13, 2013.

3. Old business.
 - A. Review bylaws concerning boarding kennels, animal control laws.
 - B. Update from Frank Kodzis concerning underground storage tank regulations.
 - C. Update from Police Chief concerning beach regulation bylaws.
 - D. Update concerning vacancies on the Board.
 - E. New business/public input.

Submitted by,



David T. Gay, Esquire
Acting Chairman
Bourne Bylaw Committee

BY LAW COMMITTEE

MINUTES February 12, 2014

2014 MAR 13 AM Meeting convened in the lower conference room at Town Hall

TOWN CLERK'S OFFICE

BOURNE, MASS
Members in attendance: David Gay, Chairman; Cynthia Coffin, Secretary; Bill Grant; and Elmer Clegg. Dennis Woodside was also present as a non-voting member, Bourne PD. Mr. Kodzis was excused.

Mr. Gay asked if there was a motion to approve the minutes of November 13, 2013. Mr. Grant made a motion to approve the minutes. Mr. Gay seconded the motion. It was a unanimous vote to approve.

The next item for discussion was done by Ms. Coffin. Ms. Coffin stated that the Town Clerk's office had emailed a copy of the amended Massachusetts General Laws, Chapter 140: Section 136(A) to Section 174(E). Ms. Chapman of the Town Clerk's office had suggested that the Bylaw Committee review the amendments and make sure that the Town Bylaws were not in conflict. Ms. Coffin really only looked at the section on the licensing of Kennels. The new State regulation requires a Kennel License for more than 4 dogs. Bourne's local Zoning Bylaws require a Kennel License for more than 3 dogs. The section of the Town Bylaw does not specifically state the number of dogs, and the Board of Health regulation mimics the Zoning Bylaw with its reference to more than 3 dogs. Ms. Coffin had hoped to easily address the issue by suggesting that the Town Bylaw be changed to "more than 4 dogs" but she feels that there would be the issue of the existing Zoning Bylaw, which probably would need to be changed first. She does not want to have the Bylaw Committee suggest something that would conflict with the existing Zoning regulations. There was general discussion among all the members as to the wording and effectiveness of the existing Town Bylaw. Ms. Coffin stated that she had spoken with Tim Mullen, the Director of the Department of Natural Resources, who also serve as Bourne's Animal Control Officers, and he would like to see the Town Bylaw agree with the newly Amended MGL in regard to the number of dogs that would require a kennel license. Mr. Woodside stated that as the bylaws exist, it would be up to the Zoning Enforcement Officer, i.e. the building inspector, to deal with any violations relative to kennel licenses. Ms. Coffin stated that this is correct but that the Board of Health also had a regulation that was drafted in the 1970's that was probably written to address the Kennel License requirement in the Zoning Bylaws. The Board of Health regulation deals with setbacks to dwellings, construction, and waste handling. Violations of the Board of Health regulation would be done under Chapter 21D. The Bylaw Committee members decided that it would not be a good idea to try and change the number of dogs that require a kennel to be more than 4 since the existing Zoning Bylaws stated that the number is more than 3. This discussion will be continued to another time. Mr. Gay had sent all the members the West Bridgewater Town Bylaw on Kennels and he would like the members to review this before the next meeting. He would also like Ms. Coffin to send a copy of that Bylaw to Tim Mullen for his review and comment. Mr. Woodside said that one thing he would like the Bylaw Committee to change would be to delete the last sentence in subsection K in Section 3.1.29 of the Town Bylaws. The last sentence states that violators of this section would be subject to a \$50.00 fine, but Mr. Woodside stated that this would already be a felony under the Animal Cruelty act and that is how a violator would be prosecuted. The \$50 fine would not be enough for an act of cruelty or abuse of an animal. The members agreed that this would be put on for a vote at the next meeting on March 12th. Mr. Clegg asked if a description of the Animal Control Officers' duties were anywhere in the Bylaws and Mr. Woodside stated that there was not but that he believed there was something in the

personnel packet. Mr. Clegg said that he really liked the West Bridgewater Bylaw because it did have such a definition. Mr. Clegg also stated that he like the section in the W. Bridgewater Bylaw which waived the dog license fee for anyone over 70 years of age. The Board members will review the West Bridgewater bylaw before the next meeting.

The next item on the agenda was to have been a discussion on the Underground Storage Tank Bylaw. Mr. Kodzis was going to deal with this material and as he was not able to make the meeting, this will be continued to the next meeting. Ms. Coffin did mention that she received an email from the Department of Environmental Protection that DEP has drafted new regulations regarding UGSTs. She is not sure if the new regulation covers heating oil for homeowners. She just got the email in the afternoon and the new regulation is 181 pages. She will try to find out more before the next meeting.

Mr. Gay asked Mr. Woodside if he had any items he wanted to bring up about the existing Beach Rules and Regulations in the Bylaw. Mr. Woodside stated that he did not have time to develop anything concrete but his concern is that it appears that there are additional beach rules adopted by the Selectmen that do not appear in the Town Bylaw. He is not sure if they should be included in the formal Bylaws. Mr. Grant was able to obtain a copy of the Selectmen's Beach Rules. Mr. Woodside read down through the list. Seven (7) of the Board of Selectmen's seventeen (17) rules are in the Town Bylaws. Mr. Gay wondered how the Selectmen's rules could be enforced if the public was not made aware of them by some type of posting. It was stated that some of the rules are posted at the beaches. Mr. Woodside stated that he would talk to Tim Mullen to see if he feels that there is any issue with the full set of rules not being in the Town Bylaws. There will be further discussion on this at a later date.

Finally Mr. Gay stated that there are still two (2) at-large member vacancies on the Bylaw Committee. He has already sent a letter to the Town Administrator regarding this issue but he has not received a reply.

Mr. Woodside made a general statement that the Bylaw Committee has to be careful about how any changes to the Bylaws are made and presented at Town Meeting. The extent and intent of the changes need to be clear so that the voters understand what is being asked. Oftentimes in the past there has been lengthy discussion of a minor change to an existing Bylaw, and voters do not even realize that the regulation already exists. Sometimes the Committee has only been asking for a change to a fee for a violation and it has created a controversy because discussion on the whole Bylaw takes place.

Mr. Clegg will ask Nancy Sundman for a copy of the Town Bylaws.

Mr. Gay made a motion to adjourn. Mr. Grant seconded the motion. It was unanimous and the meeting adjourned at 5:30 PM.

Submitted by Cynthia A. Coffin, Secretary

Cynthia A. Coffin 3/12/14

BOURNE BYLAW COMMITTEE

2014 MAR 4 PM 4 04
TOWN CLERK'S OFFICE
BOURNE, MASS

NOTICE OF MEETING

Wednesday, March 12, 2014 at 4:30 p.m.
Bourne Town Hall
Lower Conference Room

MEETING AGENDA

1. Opening - announce that the meeting is being taped to keep accurate minutes.

2. Review and approve minutes of meeting of February 12, 2014.

3. Old business.
 - A. Brief review/update on Animal Control Bylaws and confirm vote to recommend amendment to Town Bylaws subsection k, section 3.1.29 by striking the last sentence from that section.
 - B. Update from Frank Kodzis concerning underground storage tank regulations. Discussion on need to change bylaws if at all.
 - C. Continue discussion on beach regulations/need for incorporation into bylaws or not.
 - D. New business/public input.

Submitted by,

David T. Gay, Esquire
Acting Chairman
Bourne Bylaw Committee

2014 SEP 18 AM 10 21

BY LAW COMMITTEE
TOWN CLERK'S OFFICE
MINUTES March 12, 2014 BOURNE, MASS

Meeting convened in the lower conference room at Town Hall

Members in attendance: David Gay, Chairman; Elmer Clegg; Frank Kodzis; and Cynthia Coffin, Secretary. Bill Grant was not in attendance.

Mr. Gay asked if anyone was taping the meeting and there was no recording being made.

Mr. Gay asked if there was a motion to approve the minutes of February 12, 2014. Mr. Clegg made a motion to approve the minutes. Mr. Gay seconded the motion. It was a unanimous vote to approve.

Mr. Gay stepped out of the room to take a phone call and asked Ms. Coffin to chair the meeting

Ms. Coffin stated that the next item for discussion was a suggestion from Dennis Woodside at the last bylaw meeting to strike the last sentence of subsection k, in Section 3.1.29. The sentence refers to a fine of \$50 for an act of animal cruelty but Mr. Woodside had stated at the last meeting that the fines that are already in the Animal Cruelty Act are much more severe and a lesser fine would not be entertained for a such a violation. He felt that the last sentence was contrary to the existing Code and unnecessary. Ms. Coffin made a motion to delete the last sentence in Section K of Section 3.1.29. Mr. Clegg seconded the motion. The vote was 3 in favor. Mr. Gay was absent for the vote taking.

The next item on the agenda was for Mr. Kodzis to discuss his review of the Underground Storage Tank regulation. Mr. Kodzis stated that he had been unable to make all the copies of the material that he had hoped to but he wanted to give the Board an overview of his findings. He stated that the existing Fire Regulations are in CMR 527 9.0. He has found out that these regulations are going to be done away with on January 1, 2015. Then a document called Fire Code 1 will be adopted. The National Fire Protection Association will adopt NFPA 1 which will be the standard MA code. There will also be amendments to the NFPA 1. It was discussed that it really didn't make a lot of sense for the committee to amend a regulation that might be being done away with anyway. (Mr. Gay returned to the meeting table.) Mr. Kodzis stated that MGL 148, section 37, 38 generally refer to commercial facilities. Mr. Kodzis stated that when he reviewed the definition of Hazardous Material in Chapter 21E, Massachusetts Oil and Hazardous Material Release Prevention and Responsibility Act he did not see the same mention of reference to MGL, Chapter 21C Section 1 that is in our bylaw. He stated that commercial underground tanks are regulated by CMR 527 9.05 and also by MGL 148, sections 37 and 38. Section 38C excludes residential and farm tanks from the underground storage tank regulation. Ms. Coffin stated that this must be why the bylaw was introduced years ago because it was a template that most towns adopted in the late 1980's. She said that originally she had brought up this section for discussion because she was not sure it was necessary but now that Mr. Kodzis has confirmed that the residential and farm underground storage tanks are not regulated anywhere else, it is important to keep this bylaw and amend it as we have to make it current. With assistance from Mr. Gay, Ms. Coffin made a motion to delete the reference to 527 CMR 9.18 in Section 3.8.4 and replace it with 527 CMR 9.05; and to delete the reference to 9.0 in section 3.8.6 and replace it with 9.05. Mr. Kodzis seconded the motion. It was unanimous to approve the changes. Mr. Kodzis then mentioned that under the section regarding spill notification, 3.8.5 he was wondering if we should add the DEP as an

entity to be contacted. Ms. Coffin said that she thinks there is a reportable limit and that it might be anything over 5 gallons but she is not sure. Mr. Kodzis and Ms. Coffin will check into this.

The next item for discussion was whether the bylaw committee wanted to include all of the beach regulations that the Selectmen have adopted in the actual Town Bylaw. This item had been brought up at a previous meetings. There are only a few beach regulations in the actual Town Bylaw but the Selectmen have the authority to develop their own regulations and have done so. Their list goes well beyond what is listed in the bylaw. Mr. Gay stated that if we put everything into the bylaw then we could only change something by going to Town meeting, but if we leave things as they are, then the Selectmen would have the ability to amend as necessary.

The Board discussed that the next Town meeting was May 5th. The next election will be May 20th. If nothing comes in that needs the ByLaw Committee action then the group will not meet again until the night of Town meeting at 6:30 P.M. in the High School Auditorium.

Ms. Coffin made a motion to adjourn. Mr. Kodzis seconded the motion. It was unanimous and the meeting adjourned at 5:24 PM.

Submitted by Cynthia A. Coffin, Secretary

Cynthia A. Coffin
approved 9/17/14

2014 MAR 28 AM 9 51

BOURNE BYLAW COMMITTEE TOWN CLERK'S OFFICE
BOURNE, MASS

NOTICE OF MEETING

Thursday, May 1, 2014 at 4:15 p.m.

Bourne Town Hall
Lower Conference Room

MEETING AGENDA

1. To consider a proposed by law change to Article 2.2, Section 2.2.7 – Public Auction of Land :
 - a. by adding the words Town Planner, --submitted by the Town Administrator's office

2. Old Business

Submitted by,

David T. Gay, Esquire
Acting Chairman
Bourne Bylaw Committee

BOURNE BYLAW COMMITTEE

NOTICE OF MEETING

Wednesday, September 17, 2014 at 4:30 p.m.
Bourne Town Hall
Lower Conference Room

MEETING AGENDA

1. Opening - announce that the meeting is being taped to keep accurate minutes.
2. Review and approve minutes of previous meeting.
3. New business:
 - A. Review proposal for bylaw change Council on Aging;
 - B. Review proposed bylaw change to the School Building Committee, appointment of members, etc.
4. Old business:
5. Public Input:

2014 SEP 15 AM 10 14
TOWN CLERK'S OFFICE
BOURNE, MASS

Submitted by,

David T. Gay, Esquire
Acting Chairman
Bourne Bylaw Committee

BY LAW COMMITTEE

MINUTES September 17, 2014

Meeting convened in the lower conference room at Town Hall

2014 DEC 4 PM 9 56
TOWN CLERKS OFFICE
BOURNE, MASS

Members in attendance: David Gay, Chairman; Elmer Clegg; and Cynthia Coffin, Secretary.

Dennis Woodside was present, as was Town Administrator, Tom Guerino.

Chief Woodside asked if anyone was taping the meeting and there was no recording being made.

Mr. Gay asked if there was a motion to approve the minutes of March 12, 2014. Mr. Clegg made a motion to approve the minutes. Ms. Coffin seconded the motion. It was a unanimous vote to approve.

Mr. Guerino began a discussion regarding the Board of Council on Aging's desire to have a Town Bylaw regarding the make-up and duties of the Board of COA. They want to expand the role of the Board of Council on Aging. The Chairman of the COA Board worked with Mr. Guerino and Selectman Zuern on the wording of the proposed by-law. Mr. Guerino stated that there are some sections of the proposed bylaw that need to be looked at and amended. He questioned the wording of Article VI. Mr. Gay said that he would reword that section. There was discussion that the COA Board can make adjustments to the bylaw if it is passed but that the amendment would still need to come before the Town Meeting for a vote. Mr. Gay stated that he will reword Article VI and get that wording back to the members. Chief Woodside stated that he doesn't even think that Section VI needs to be in the by-law. He said that he will include wording to the effect that the Board would have to call a public meeting, get a majority of the Board to make changes to the by-law, bring the proposed amendments to the By-law Committee and then that amended by-law would be brought to Town meeting for a vote. Mr. Guerino stated that the Board of COA is responsible to the Board of Selectmen and not the Town Administrator. Chief Woodside stated that nothing in the proposed by-law should conflict with the existing charter. He also feels that the By-law Committee has been working over the last 2-3 years to simplify the Town By-Laws and this proposed by-law just seems unnecessary. Mr. Clegg asked who appointed the Executive Director and the answer was the Town Administrator. Mr. Gay said that he understands the Board of COA's reasons for wanting the by-law and he does not really have a problem with it. He re-read his proposed wording changes to Article VI.

Mr. Guerino then went on to speak about the School Building Committee. Mr. Guerino said that there may be sections of the existing by-law that need to be changed. The School Building Authority rules have changed. The SBA rules dictate who serves on the School Building Committee. Bourne now has 15 people on the School Building Committee. There was general discussion among the members as to which sections of the existing by-law, rticle 1.8 need to be changed. There was general consensus that Section 1.8.1 needs to be reworded, that Section 1.8.2 should be eliminated, 1.8.6 needs to have some lines removed. It was stated that the Superintendent will be a member of the School Building Committee and that he will be a voting member.

Mr. Guerino left the room to get copies of a letter stating the School Building Committee members. While he was away the By-Law Committee members went back to a discussion on the Board of COA by-law. There was discussion the section of wording after Executive Director in subsection F of Article

II would be deleted. All of subsection G will be deleted. Again, Mr. Gay will reword Article VI, and Article VIII will be deleted.

Discussion then went back to the School Building Committee. Section 1.8.1 will be reworded to include reference to the designated membership in 963 CMR 2.0. David will submit the full rewording to the By-Law Committee members. Section 1.8.2 will be deleted. In the first paragraph of Section 1.8.6, the two sentences after "a new of different project" will be deleted.

Mr. Guerino said that he needs the bylaw changes to him by September 29th.

Mr. Clegg made a motion to amend the proposal received for the Board of COA by-law as previously stated, and as follows: Amend section F of Article II so that it ends with the words "...in an advisory capacity to the Executive Director." To delete section G of Article II. To eliminate Article VIII, and to amend article VII as follows: Proposals to amend these bylaws of the Council on Aging may be submitted at any meeting of the Council called for such purpose. Notification shall be at least (14) days prior to the meeting, including the proposed text of the amendments to be considered.

Amendments must be approved by a majority of the members of the Council on Aging and then presented to the Town of Bourne Bylaw Committee for review before being submitted for placing on a Warrant for vote by the Town at a Town meeting."

Ms. Coffin seconded the motion. It was a unanimous vote to approve.

Mr. Clegg made a motion to amend the School Building Committee by-law as follows:

Section 1.8.1 will be deleted in its entirety and the new Section 1.8.1 will read as follows:

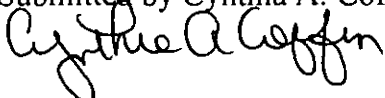
Membership: There shall be a School Building Committee consisting of membership as set forth in Massachusetts Code of Regulations 963 CMR 2.00 as may be from time to time amended. The members as set forth in said Code of Massachusetts Regulations shall be appointed as needed by the moderator. The provisions of Section 2.4.3 of the bylaws concerning staggering of appointments shall not be applicable to the appointments to the School Building Committee. The Moderator shall appoint a successor member to the School Building Committee whenever there is a vacancy due to death, resignation or inability to continue to serve in order to comply with the membership requirements set forth in the Code of Massachusetts Regulations. Section 1.8.2 shall be deleted. Section 1.8.6 shall be deleted and a new Section 1.8.6 shall read as follows: Terms of Service: The Committee Members shall serve until the School Committee votes that the projects and responsibilities for which the members were appointed have been completed. Upon such vote by the School Committee, the School Building Committee shall be disbanded until such time as the Moderator shall appoint a new Committee in accordance with Section 1.8.1 for a new or different project.

Ms. Coffin seconded the motion. It was a unanimous vote.

It was discussed that the Town Special meeting will be on October 27th. The next meeting of the By-Law Committee will be October 15th, lower conference room of Town Hall at 4:30.

Ms. Coffin made a motion to adjourn. Mr. Clegg seconded the motion. It was unanimous and the meeting adjourned at 5:15 P.M.

Submitted by Cynthia A. Coffin, Secretary



ByLaw Committee minutes September 17, 2014

BOURNE BYLAW COMMITTEE

NOTICE OF MEETING

Wednesday, October 15, 2014 at 4:30 p.m.

Bourne Town Hall
Lower Conference Room

MEETING AGENDA

1. Opening - announce that the meeting is being taped to keep accurate minutes.

2. Review and approve minutes of previous meeting.

3. New business:

None at this time.

4. Old business:

Review recommendation on by-law change for School Building Committee re: Town Meeting/Appointment Authority.

5. Public Input:

Submitted by,

David T. Gay, Esquire
Acting Chairman
Bourne Bylaw Committee

BOURNE, MASS
TOWN CLERK'S OFFICE
2014 OCT 6 AM 10 57

David T. Gay
P.O. Box 988
Taunton, MA 02780
(508) 822-2071

October 14, 2014

Mary Rebello Mrebello@townofbourne.com

Re: Bourne Bylaw Committee Cancellation of Meeting for Wednesday, October 15th

Dear Mary:

Please make note the Bourne Bylaw Committee's October meeting scheduled for tomorrow Wednesday, October 15, 2014 has been cancelled.

A new notice of posting for the Wednesday, November 5, 2014 meeting will be sent.

Thank you for your assistance. Any questions please do not hesitate to call me at my office 508-822-2071 my cell is 508-944-3226.

Respectfully,



David T. Gay, Esquire
Acting Chairman
Bourne Bylaw Committee

DTG/bd

cc: Bourne Bylaw Committee
Dennis Woodside dwoodside@townofbourne.com
Frank M. Kodzis fkodzis@juno.com
Cynthia M. Coffin ccoffin@townofbourne.com
Elmer Clegg elmer.clegg@gmail.com

W:\Bonnie\DTG\Bourne - Town of\let to Mary Rebello 10.14.14.wpd

2014 OCT 14 PM 10 21
TOWN CLERK'S OFFICE
BOURNE, MASS

2014 OCT 27 AM 10 02

TOWN CLERK'S OFFICE
BOURNE, MASS

David T. Gay
P.O. Box 988
Taunton, MA 02780
(508) 822-2071

October 24, 2014

Mary Rebello Mrebello@townofbourne.com

Re: Bourne Bylaw Committee Posting of Meeting for Wednesday, November 5th

Dear Mary:

Would you kindly post the attached Notice of Meeting/Agenda for Bourne Bylaw Committee's November meeting. The meeting will be held on Wednesday, November 5, 2014 at 4:30 at the Bourne Town Hall Lower Conference Room (if available).

Thank you for your assistance. Any questions please do not hesitate to call me at my office 508-822-2071 my cell is 508-944-3226.

Respectfully,



David T. Gay, Esquire
Acting Chairman
Bourne Bylaw Committee

DTG/bd
Enclosure

cc: Bourne Bylaw Committee
Dennis Woodside dwoodside@townofbourne.com
Frank M. Kodzis fkodzis@juno.com
Cynthia M. Coffin ccoffin@townofbourne.com
Elmer Clegg elmer.clegg@gmail.com
George Slade via email geoslade@msn.com

David T. Gay
P.O. Box 988
Taunton, MA 02780
(508) 822-2071

November 4, 2014

Bourne Bylaw Committee

Dennis Woodside dwoodside@townofbourne.com
Frank M. Kodzis fkodzis@juno.com
Cynthia M. Coffin ccoffin@townofbourne.com
Elmer Clegg elmer.clegg@gmail.com
George Slade geoslade@msn.com

Re: Meeting Scheduled for Wednesday, November 5, 2014

Dear Committee Members:

Because of a change in scheduling and the fact there is no new business to discuss, I am cancelling the meeting for tomorrow November 5th.

The next meeting will be on Wednesday, December 3, 2014 at 4:30 p.m.

I apologize for the late notice.

Respectfully,



David T. Gay, Esquire
Acting Chairman
Bourne Bylaw Committee

DTG/bd

cc: MaryRebello@townofbourne.com

W:\Bonnie\DTG\Bourne - Town oflet to Bourne Bylaw Comm Members 11.4.14.wpd

2014 NOV 4 AM 11 14
TOWN CLERK'S OFFICE
BOURNE, MASS

BOURNE BYLAW COMMITTEE

2014 NOV 28 AM 9 19

NOTICE OF MEETING TOWN CLERK'S OFFICE BOURNE, MASS

Wednesday, December 3, 2014 at 4:30 p.m.
Bourne Town Hall
Lower Conference Room

MEETING AGENDA

1. Opening - announce that the meeting is being taped to keep accurate minutes.
2. Review and approve minutes of previous September 17, 2014 meeting.
3. New business:

None at this time.
4. Old business:

Continue review of Bylaw sections for updates/modifications starting with Chapter 4.
5. Public Input:

Submitted by,

David T. Gay, Esquire
Acting Chairman
Bourne Bylaw Committee

BY LAW COMMITTEE

MINUTES December 3, 2014

Meeting convened in the lower conference room at Town Hall

2015 JAN 22 AM 11 54

Members in attendance: David Gay, Chairman; George Slade; Frank Kodzis, and
Cynthia Coffin, Secretary.

TOWN CLERK'S OFFICE
BOURNE, MASS

Chief Dennis Woodside was present.

Mr. Gay asked if there was a motion to approve the minutes of September 17, 2014. Mr. Kodzis made a motion to approve the minutes. Mr. Gay seconded the motion. It was a unanimous vote to approve.

Mr. Gay asked if there was any new business to come before the Committee. He stated that he had not had anything presented to him as of this date. Ms. Coffin said that she thought there might be a fertilizer by law coming to the Committee before the next Town meeting. The Cape Cod Commission had developed a draft fertilizer bylaw for Town Boards of Health to adopt. Towns had until Dec. 31st to adopt a bylaw or everything will come under the State Fertilizer regulations which will really not regulate residential use. Almost all of the Boards of Health voted that the regulation, while good for educational purposes, was not enforceable most decided to take no action. A few Towns, however, decided to go before their Town meeting and adopt fertilizer bylaws. She was not sure if they were zoning or Planning Board regulations. She said that the Selectmen really want to proceed with work under the 208 Wastewater Plan and one of the issues is nutrient loading which is where a fertilizer bylaw or regulation would be seen as a step in the right direction to address nutrient loading. She thinks that this issue might be brought to Town meeting in May according to a brief discussion with the Town Administrator but she thinks that May might be too late because she believes that the Town had to act by December 31, 2014. She went on to say that another bylaw that might be coming to the Committee would be a stormwater bylaw. Again, she is not sure who would bring it forward or who would be the enforcing agent, but it is a requirement of the State MS4 Program that each town adopt a stormwater bylaw. Mr. Gay said that zoning bylaws do not need to come before the bylaw committee but they can. It is usually just general bylaws that are brought to the bylaw committee for endorsement.

Chief Woodside stated that he does need to work on a finger printing bylaw that is being required. The PD has to fingerprint ice cream truck drivers under a new law and the bylaw is necessary. He has a template and will try to get something to the committee for one of its next meetings. Bourne is really the only Town doing fingerprinting as most other Town PDs stopped doing it. The bylaw would authorize the PD to take the fingerprints and submit them for things like licensing the ice cream truck drivers. It would also allow the PD to charge for the service. Mr. Woodside will follow up on that bylaw.

Mr. Gay stated that Ms. Coffin had mentioned that the Bylaw Committee meeting time is now conflicting with the LEPC meeting time. Chief Woodside said that the LEPC might be only meeting quarterly in the future so it might not be much of an issue. The members decided that the best thing to do was to change to the 3rd Wed of the month for the time being to avoid any conflict. The next

meeting of the Bylaw Committee, if one is necessary, will be Wed, January 21, 2015. Mr. Slade asked if there was a deadline to submit something for town meeting. Mr. Gay said that it depended on what date the Selectmen have set for submission. Chief Woodside said that usually the Town Clerk, Barry Johnson, sends an email around to remind everyone of the submission date for the warrant.

Mr. Gay said that the next item on the agenda was to continue the review of the existing bylaws. He believes that the committee was at Chapter 4, Inspection and Development. He explained the work that the committee had done over the past four years. Chief Woodside mentioned that the Committee had made changes to fee in many of the bylaws and some wording changes and when these things were brought to Town meeting, it really ended up bogging down the Town meeting. There was a lot of discussion as people didn't even know that some of the bylaws existed or didn't understand what was being proposed. He stated that the Committee really needs to be Selective about what it brings to Town meeting. There was general discussion about past changes to various sections of the bylaws, mostly related to fines and fees. Chief Woodside said that in present times the bylaws probably wouldn't even be the first choice to issue a fine under. Mr. Gay told Mr. Slade about the proposed bylaw to allow jumping off the bridge in Pocasset, and that at the time the Committee decided it could not support such a bylaw for legal reasons. It was decided that Mr. Gay would send a letter to the building inspector, Roger Laporte, to see if he feels any changes to Chapter 4 are necessary. If there are no comments on that Section we will just leave it as it is. Mr. Gay stated that most of what is in Chapter 4 is covered by State statute. There was a bit of discussion about the section of the bylaw on the requirements for house numbers. Mr. Kodzis stated that this requirement is already under the Fire Department Authority through State Statute. Chief Woodside said that this may be true, but that the FD really doesn't have any enforcement authority. They would probably have to swear a complaint in Court and they probably are not going to do that over someone not numbering their house. Everyone agreed that this section of the regulation is an important one regardless of the ability to enforce due to lack of manpower or whatever.

The members went through the remaining chapters. Chapter 6 has already been reviewed. Chapter 7, Standing Votes of the Town, is unnecessary as it is State Stature according to Mr. Gay. He will write the Town Administrator a letter and ask if he would like us to remove it or just leave it as it is. The bylaws need a new heading for a Chapter 8 which deals with the Community Preservation Committee. Mr. Gay will write to Barry Johnson, Town Clerk, and see if any changes are needed to this section. Mr. Gay asked if the CPA funds are used by the Town and Chief Woodside answered that they are used quite a bit. Mr. Johnson just sent an email around today to the departments asking if there were any projects that might be funded with the CPA monies.

Finally Mr. Kodzis said that at the next meeting the Board should formally make Mr. Gay the Chairman. Everyone agreed. It was also stated that there would be a motion for Mr. Kodzis to be Vice-Chairman and Ms. Coffin to be Secretary, as she is now. All were in favor of that being on the next agenda.

Ms. Coffin made a motion to adjourn. Mr. Kodzis seconded the motion. The meeting adjourned at 5:10 PM.

Submitted by Cynthia A. Coffin, Secretary

Cynthia A Coffin 1-21-15

ByLaw Committee minutes December 3, 2014

2013 DEC 16 PM 1:46
Cape Cod Canal Centennial Celebration
Steering Committee
Tuesday, January 7, 2014
TOWN CLERK'S OFFICE
The Beachmoor
BOURNE, MASS 8:30am
Agenda

Mission:
Celebrating 100 years of the Cape Cod Canal
A lesson in American ingenuity, maritime and economic history

1. Ernie Johnson, Cape Promotional Products
Re: Souvenir Book
2. Committee Chair Reports

Events/Logistics

- Gala
- Canal Music Festival

Logistics

- Current Report

Historic

- Current Report

Fundraising

Collectable Retail Items for sale:

- Overall Inventory of collectable retail items
- Key Chains (Status of delivery)
- Update on status of agreement for Bracelet with NASR

Finance

- Financials

2. Managing Director's Report
3. Sponsorship Report Update

MARK YOUR CALENDAR: NEXT meeting Tuesday, February 4, 2014, 8:30am

Cape Cod Canal Centennial Celebration Steering Committee Minutes

Tuesday, January 7, 2014

Beachmoor

8:30am

2014 JAN 13 AM 11 07

Prepared by: Samantha Gray
Meeting facilitator: Marie Oliva

TOWN CLERK'S OFFICE
BOURNE, MASS

Attendees:

Steering Committee Members: Jean Campbell, Linda Glennon, Samantha Gray, Rick Gurnon, John Hobbs, Neil Langille, Jackie Lindsey, Judy McAlister, Charles Noyes, Marie Oliva, Mary Lou Payton, Michele Pecoraro

Steering Committee Members not in attendance: Kate Bavelock, Kenneth Brissette, Paula Fisher, Peter Meier

Sue Wentworth, Cape Cod Canal Centennial Celebration Committee Managing Director

Members of various Sub-Committees: David Dimmick, Tom Gelsthorpe, George 'Jay' Jenkins

Others: C. Ryan Barber from Cape Cod Times, Ronald Gaudet of Beverly Yacht Club; Kristen Isabelle, graduate of Bourne High School; Michele Maurer and Janice Rogers of Buzzards Play Productions

Introductions

1. Ernie Johnson, Cape Promotional Products:

Online store

- Online store has been up and running for just over a month
- Committee receives 15% royalty for everything sold in the store
- Press releases specific to ornament and the online store have been sent out
- 67 ornaments sold to date
- Total sales \$3,598.82 – mostly ornaments
- Refers customers to other retail outlets if they prefer to purchase in store
- Current promotion: free shipping in month of Jan
 - will run 1 page ad promoting no shipping in Jan in two magazines he owns
- Will be setting up wholesale site shortly.
 - Will offer co-branding opportunities
- Next couple of weeks: will begin offering a few new products like fleece vests and drinkware.
- Other product suggestions?
 - euro sticker magnets
- Brought samples of products for individuals to view after meeting

Souvenir book/Commemorative Book

- Brought sample of coffee table style book

- Financials:
 - ties back into sponsorships
 - have option to customize book jackets for group purchases
 - revenue generator
 - costs about 20 per book
 - set retail price accordingly
- Committee will want this ready by April
 - Turn around is usually 6-8 months – Ernie believes it could be done sooner
 - Will need a historian/sub-committee to choose what content – historic committee?

2. Committee Chair Reports

Events

- Gala – L. Glennon
 - 6-10 or 11 pm
 - Theme = blending of the waters
 - Held at MMA dining hall – cocktail style to encourage intermingling
 - Tickets will be \$125 pp – for sale on website
 - Looking into option to offer early-bird ticket discount
 - Currently lining up food, music, design for print materials, hoping to have save the date out by end of the month (in print and electronically)
 - Have to determine invite list
 - Currently meeting 2x a month to accomplish workload
 - Hope to offer sponsorships – but still have to determine perks
 - Marie: model options after current sponsorship packages
 - Anyone who wants to be involved in the planning – please join us.
- Canal Music Festival – G. Jenkins
 - Sat 26 July 2014, 12pm-5pm at the Briggs McDermott House, 22 Sandwich Rd, Bourne Village.
 - Sponsored by Bourne Society for Historic Preservation, Inc
 - Tent and 5 bands lined up
 - Still figuring out if they will be charging or it will be a free event – most likely free.
- Ships scheduled to be at MMA – R. Gurnon
 - Charles W. Morgan: Fri 25 July – Wed 30 July
 - USCG Eagle: Fri 25 July – Mon 28 July
 - Kalmar Nyckel : Mon 28 July – Wed 30 July

Logistics – C. Noyes

- Tri-towns, County, USCG and USACE represented.
- Meeting scheduled for tomorrow morning – will have more detailed report next month
- Focus will be on dealing with crowds July 26-29

Historic – J. McAlister

- State house exhibit

- Set up: Fri Jan 24, 2014
- All images done – need to finish framing and labels
- After state house it will be kept together as a exhibit; will be kept at Bourne Archives; and will be available for loan
- State house will issue press release about the exhibit
- Sue: Ryan, reporter from CC Times, expressed interest in going to exhibit installation
- Bourne Historic Society is hosting an evening lecture series – most presentations are specific to the Canal
 - See their website for schedule: www.bournehistoricalsociety.org
- Planning a field trip to Newport on the 3rd Tues in March – emphasis will be on the Belmont family - Belmont house under renovation – Belmont Graveyard – Tom G. leading the tour.
 - Let him know if you are interested in going

Fundraising – J. Lindsey

Collectable Retail Items for sale

- Boost in sales
 - Deposit – \$2,073 + 2 more events for another \$1498 + another \$350 + Cape Promotional sales
 - Sold out again – another order of 50 ornaments just completed. Michael Magyar Glass Studio of Cape Cod closed in Jan; will be prepared to do another order in Feb
- Key Chains (Status of delivery)
 - Done. 250 ordered.
- Lapel pin – exploring option to purchase them with magnet backs instead
 - Jackie to talk to Sam about options for historic images
 - Ernie has info on Company that will only charge 1 set up charge to produce multiple products if we want to produce both pin backed and magnetic backed
 - Small items don't sell well on-line because of shipping costs – but may be able to make a collection of small items available.
 - Ernie will attend future fundraising meeting to discuss ideas
- Update on status of agreement for Bracelet with NASR
 - Sue and Jackie to meet with them to firm up details

Finance – J. Hobbs

- Encouraged with financials
- Just added \$2,500 sponsorship from Wareham Crossing + \$2,500 in sales of misc items
- \$15,600 in account + another \$2,700 in reserve fund + deposits mentioned today
- Anticipated expenses for next month:
 - \$5,000 for Gala
 - Following month another \$15,000 for Gala
 - Sue: ticket sales should cover much of that
- Meet 3rd wed of Month

2. Managing Director's Report – S. Wentworth

- Final edits of video complete. 'Canaliversary' video can now be viewed on website
- Flash drives also available; contain videos, sponsorships packages, media packages with photos, info, etc.
- Videos received in different format – large format as well as a version that can be emailed
 - Please let Sue know if you want copy
 - Please share link to the video, esp. if you know any potential sponsors
- For more info, see separate notes "Managing Director's January Update" for more updates

3. Sponsorship Report Update

- Print-out of update on sponsorships that have been invoiced and paid was distributed

4. Postal Cancellation Update

- M. Lake provided update via email prior to meeting; forwarded to all steering committee members and Managing Director for review.
- Actions for committee:
 - Committee acknowledged USPS request to limit cancellation to one town vs. having it offered by multiple post offices as previously discussed
 - Choose Post Office will be on cancellation stamp: Committee voted "Bourne"
 - USPS suggested using a design that includes a more direct visual connection to the Canal than the Centennial Committee's logo offers. Options to proceed included: (1) continue with using logo (2) use the centennial committee's seal that includes bridges spanning the Canal or (3) explore new design options.
 - Committee voted design #2 (design with bridges)

Other

Any Fireworks updates?

- Atlas Fireworks are proposing to shoot fireworks off a barge at the west end stakes. Sponsor (David Mugar) and company still want fireworks cascade off of the railroad bridge as well. With no details provided by Atlas about the fireworks cascade and the impact they may have on safety and bridge operation, the Corps initial response was no.

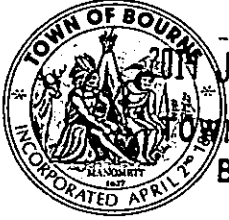
Wareham Community TV film on the Buzzards Bay Railroad Bridge

- Excellent film. How can we utilize it in conjunction with centennial events?
- Sue has been touch with Jay Heard (producer)

MARK YOUR CALENDAR: NEXT meeting Tuesday, February 4, 2014, 8:30am

Managing Director's update January Steering Committee

- The video that was produced is now online and we have it in various size files to send via email and on the logoed flash drives that we have to send to media as well as potential sponsors. The flash drives can be loaded with the videos, sponsorship packages, press releases and any other documentation that needs to be sent out at any time. Please let myself or Steve know if you need any of these to help make contact with any potential sponsors or media sources that you have a relationship with.
- Online sales for the ornaments went well in December. Another press release went out for the merchandise and ads specific to the ornament helped to boost the sales along with Jackie and Mary Lou's work at various holiday fairs.
 - I am putting in new orders for supplies needed for the packaging of the ornaments as well as the ornaments themselves to replenish the inventory. The Glass Studio on Cape Cod is closed in January but will start on a new batch as soon as they are back.
- Gala tickets are on sale on the website. There is a tab on the top of the home page to get people to go directly to the area to put name and credit card information in. It has very basic information right now as the Event Committee will be meeting tomorrow to develop the content for the page details. People will order their tickets online and will get a confirmation. The confirmation indicates that it should be printed as the "ticket" for the event. Everyone's name will be added to a list for a registration desk at the gala and the confirmation will be their "ticket" or proof of purchase.
- Paula Fisher at Plymouth County CVB/ Destination Plymouth took all the handwritten emails that we have collected and asked her staff to help us get them into a database. They did this with 125 addresses and we will be able to use that and add to it to get information out to about events, gala tickets and merchandise. Thank you Paula and Tricia!!!!
- I have been working with the webmaster to get the website pages updated and more detailed pages added. There will be separate detailed pages for the Morgan, the July 29th events, the Canal Music Fest, Gala ect... Events that the Sandwich 375 and Wareham 275 will still link to their pages for the most updated information.
- Claire Smith Chairperson for the Wareham 275 is going to talk to us at the February Steering Committee meeting to update us on their plans.
- I was able to attend the History Committee meeting and viewed all the framed photos that are going into the State House and I was truly impressed with the quality and clarity of the photos especially considering the age. We spoke about having Tom with the over site of the committee select content for the web page for the Charles W Morgan. We also discussed for the committee to put together some ideas for the Blending of the Waters theme for the Gala.
- New rack cards with the event listings and online store information have been designed and are in for a few last revisions. Quote request will go out to printers and be presented to the Fin Com as soon as a decision has been made.



TOWN OF BOURNE

JAN 6 AM 8 384 Perry Avenue
TOWN CLERK'S OFFICE Buzzards Bay, MA 02532
BOURNE, MASS



Cape Cod Canal Centennial Celebration Committee

Logistics Subcommittee

Meeting Posting

Date: January 8, 2014
Time: 8:35 am
Location: Bourne Veterans' Memorial Community Building
239 Main Street, Buzzards Bay

Agenda

1. Call to order/attendance
2. Managing Director Update- Sue Wentworth
3. Update- Admiral Gurnon, CCCC Co-Chair
4. Logistical Function needs
 - a. Gala – April 26, 2014
 - b. Canal Music Festival
 - c. Charles W Morgan visit- tours and functions, July 26th – 27th
 - d. Parade of lights – July 26th, 8-10pm
 - e. Corps of Engineers Commemorative event
 - f. CCCC commemorative events
 - g. Tug Boat parade, July 29th, 2-4pm
 - h. Centennial fireworks, July 29th, dusk
 - i. Communications
5. Public comments
6. Set date and time for next meeting
7. Adjournment

Charles Noyes
Logistics Chair

**Cape Cod Canal Centennial Celebration
Steering Committee
Tuesday, February 4, 2014
The Beachmoor
8:30am
Agenda**

**Mission:
Celebrating 100 years of the Cape Cod Canal
A lesson in American ingenuity, maritime and economic history**

1. Claire Smith
Re: Update on Wareham 275 events

2. Committee Chair Reports
Events
 - Gala**Logistics**
 - Current Report**Historic**
 - Current Report**Fundraising****Collectable Retail Items for sale:**
 - Current Report**Finance**
 - Financials

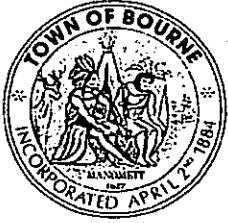
2. Managing Director's Report

3. Sponsorship Report Update

4. Discussion on Commemorative Book

2014 JAN 28 AM 8 42
TOWN CLERK'S OFFICE
BOURNE, MASS.

MARK YOUR CALENDAR: NEXT meeting Tuesday, March 4, 2014, 8:30am



TOWN OF BOURNE

24 Perry Avenue
Buzzards Bay, MA 02532



Cape Cod Canal Centennial Celebration Committee

Logistics Subcommittee

Meeting Posting

Date: February 12, 2014
Time: 8:30 am
Location: Bourne Veterans' Memorial Community Building
239 Main Street, Buzzards Bay

Agenda

1. Call to order/attendance
2. Managing Director Update- Sue Wentworth
3. Centennial Celebration Trains – Kaylene Jablecki
4. Logistical needs-
 - a. Gala – April 26, 2014
 - b. Canal Music Festival, July 26th
 - c. Sail ships visit- tours and functions, July 26th – 29th?
 - d. Parade of lights – July 26th, 8-10pm
 - e. Corps of Engineers Commemorative event
 - f. Canal 100 Committee commemorative events
 - g. Tug Boat parade, July 29th, 2-4pm
 - h. Centennial fireworks, July 29th, dusk
5. Public comments
6. Set date and time for next meeting
7. Adjournment

Charles Noyes
Logistics Chair

2014 FEB 7 AM 10 02
TOWN CLERK'S OFFICE
BOURNE, MASS

**Cape Cod Canal Centennial Celebration
Steering Committee
Tuesday, March 4, 2014
The Beachmoor
8:30am
Agenda**

**Mission:
Celebrating 100 years of the Cape Cod Canal
A lesson in American ingenuity, maritime and economic history**

1. Committee Chair Reports

Events

- Current Report
- Gala

Logistics

- Current Report
- Update on Fireworks meeting

Historic

- Current Report

Fundraising

Collectable Retail Items for sale:

- Current Report

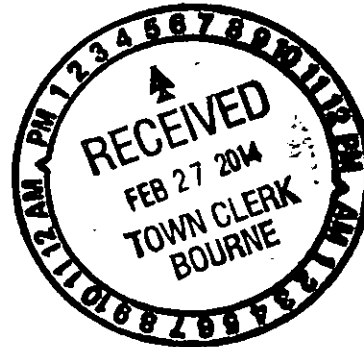
Finance

- Financials

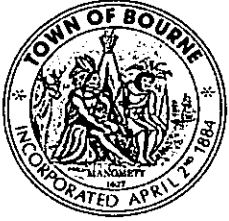
2. Managing Director's Report

3. Sponsorship Report Update

4. Cindy Russell
Update on the Sandwich 375



MARK YOUR CALENDAR: NEXT meeting Tuesday, April 1, 2014, 8:30am



TOWN OF BOURNE

24 Perry Avenue
Buzzards Bay, MA 02532

2014 MAR 7 PM 1:58
TOWN CLERK'S OFFICE
BOURNE, MASS



Cape Cod Canal Centennial Celebration Committee

Logistics Subcommittee

Meeting Posting

Date: March 12, 2014
Time: 8:30 am
Location: Bourne Veterans' Memorial Community Building
239 Main Street, Buzzards Bay

Agenda

1. Call to order/attendance
2. Managing Director Update- Sue Wentworth
3. Logistics updates-
 - a. Canal Music Festival, July 26th
 - b. Parade of lights – July 26th, 8-10pm
 - i. Marine Safety
 - ii. Police
 - iii. Fire
 - c. Corps of Engineers/Canal 100 Committee Commemorative event
 - d. Tug Boat parade, July 29th, 2-4pm
 - i. Marine Safety
 - ii. Police
 - iii. Fire
 - e. Centennial fireworks, July 29th, dusk
 - i. Marine Safety
 - ii. Police
 - iii. Fire
4. Public comments
5. Set date and time for next meeting
6. Adjournment

Charles Noyes
Logistics Chair

Cape Cod Canal Centennial Celebration

Steering Committee

Tuesday, April 1, 2014

The Beachmoor

8:30am

Agenda

2014 MAR 26 PM 3 00

TOWN CLERK'S OFFICE

BOURNE, MASS

Mission:

**Celebrating 100 years of the Cape Cod Canal
A lesson in American ingenuity, maritime and economic history**

1. **Committee Chair Reports**

Events

- Current Report
- Gala
- Registration to date
- Silent Auction/Sponsors

Logistics

- Current Report
- Update on Fireworks meeting

Historic

- Current Report

Fundraising

- Current Report
- Collectable Retail Items for sale

Finance

- Financials

2. **Managing Director's Report**

3. **Overall Sponsorship Report Update**

**This is our last meeting before the Gala
please make every effort to attend**

MARK YOUR CALENDAR: NEXT meeting Tuesday, May 6, 2014

Cape Cod Canal Centennial Celebration
Celebrating 100 years of the Cape Cod Canal
A lesson in American ingenuity, maritime and economic history

2014 APR 2 PM 2 57

TOWN CLERK'S OFFICE
BOURNE, MASS

Steering Committee Minutes

Tuesday, April 1, 2014

Beachmoor

8:30am

Prepared by: Samantha Gray

Meeting facilitator: Marie Oliva

Attendees:

Steering Committee Members: Jean Campbell, Linda Glennon, Samantha Gray, Neil Langille, Judy McAlister, Charles Noyes, Marie Oliva, Mary Lou Payton, Ashleigh MacAskill representing Paula Fisher

Members of various Sub-Committees: David Dimmick, Dana Ferris, Tom Gelsthorpe, George 'Jay' Jenkins, Gayle Lee, Denise McArdle, Adele Raphael, Steve Richards, Alan Slavin, John Zmud

Others: Michael Rausch from Cape Cod Times, Ronald Gaudet of Beverly Yacht Club

Introductions

Committee Chair Reports

Events – Linda Glennon

- Gala
 - Tri-fold invites: 2,500 printed and distributed
 - Marie still has some at the office if people need them
 - Passed out and discussed proposed timeline of the event
 - looking for feedback
 - SoCo will be doing red carpet at the Gala and covering the story
 - Looking for ideas for period clothing:
 - Mary Lou P.: There are places in North Plymouth (Family Closet) and in Fairhaven to rent period costumes
 - Tom G. Reference clothing in movie Rag Time
- Registration to date
 - Asked folks to spread word
 - Goal to sell is 300 tickets. Sold about 100 so far.
 - Passed out and can email out attendance/sign-up sheet to be able to buy 10 tickets at time
 - Option to pay by check is available
- Silent Auction/Sponsors
 - In addition to list, Steve secured two pairs of tickets to Nantucket via Island Air. Linda is looking to pair that with overnight stay at

- B&B or other accommodation (Marie has contact with Nantucket Chamber she can call)
 - o Any other auction ideas send, please contact Linda
 - o Passed out and can email to interested parties a silent auction donation form
- Feedback on helping public find concise listings of events
 - o Events listed on website:
 - <http://capecodcanalcentennial.com/events/>
 - o Some expressed a need to help people focus on events listing – website can be overwhelming
 - o Challenge is that Committee is not just planning its own signature events. It is also acting as a clearinghouse for other organizations to advertise their events and activities around the Canal and in support of the Canal turning 100.
 - o Tom asked for a simplified information flyer that he can mass email to his boating club in Pocasset
 - Marie will forward him the email for the gala and a PDF of the centennial rack card
- Flyers distributed for Briggs McDermott afternoon of music event on Saturday July 26 12-4pm
- Ron Gaudet: Beverly Yacht club will be sponsoring their annual sailboat race on Sunday July 27 as part of the Canal centennial celebration. Link to the details of the race can be found on the centennial website <http://capecodcanalcentennial.com/events/>

Logistics – Charlie Noyes

- Large committee representing about 20 different organizations
- Drop dead date of April 26 of when plan needs to be submitted to USCG
 - o Involves boat parades and fireworks
- Reminder: Logistics Committee also needs to be kept up to date on events in Buzzards Bay park on the 29th and other 'filler' events
- Limited added costs now – if RR bridge happens – expect extra costs to deal with larger crowds like supplementing portable toilets
- Update on Fireworks meeting
 - o Details still up in the air
 - o Marie reports that Admiral Gurnon is trying to schedule a meeting through Colonel Samaris
 - o By next steering committee meeting anticipate having
 - definite answer regarding details on the fireworks
 - well as request for funding

Historic – Judy McAlister

- Completed a brochure of historic events/activities within the tri-towns and submitted for print. Should be ready in a couple of weeks
 - o Marie would like copies at chamber office
 - o She can then distribute to other chambers
- Bourne Historical Society is producing an 18 month calendar containing many of the glass plate negatives – starts in July 2014

- Included dates of some of events and links to more info on the calendar
- Will sell for \$12
- Request to sell them at the gala?
 - Linda – will figure it out (already have a table)
- Evening lecture series starts tomorrow night at 7pm; Every Wednesday in April
 - USACE Marine Traffic Controller is speaking on April 2
 - 3rd one – Admiral Gurnon speaking about MMA
- Newport trip
 - Historic Committee explore some of the Belmont history and other related history in Newport in March
 - Led by Tom G.

Fundraising – Marie Oliva

- Collectable Retail Items for sale
 - Another \$600 for ornaments sold online
 - Plus additional revenue coming in from other items at various retail outlets
 - More ornaments on order

Finance – Neil Langille

- \$31 k in the bank; includes \$5 in reserve
- Some commitments for the gala and for some retail items
- As always, please submit heads up on what expenses may be coming

Other

- Update on postal cancellation provided via email by Michael Lake. Committee acknowledged progress and design choice by USPS. Was advised to consider compatible merchandise options like envelopes and postcards.
- Has there been any involvement with WCAI?
 - Marie will follow up

Managing Director's Report

- Sue Wentworth unable to attend meeting; Update sent via email and distributed during the meeting.
- included outreach activities
- Sam will email Sue her public outreach activities about the Canal: Includes Sandwich Glass Museum on April 3 at 7pm; Falmouth Historical Society on April 16 and Maritime History Symposium on May 31 at the CC Museum of Natural History.

Overall Sponsorship Report Update

- sponsors are now scrolling on our website:
<http://capecodcanalcentennial.com/sponsors/>
- Additional sponsors in the works

Meeting Adjourned: 9:25am

MARK YOUR CALENDAR: NEXT meeting Tuesday, May 6, 2014

**Cape Cod Canal Centennial Celebration
Steering Committee
Tuesday, May 6, 2014
The Beachmoor
8:30am
Agenda**

**Mission:
Celebrating 100 years of the Cape Cod Canal
A lesson in American ingenuity, maritime and economic history**

1. **Committee Chair Reports**

Events

- Gala update

Logistics

- Current Report

Historic

- Current Report

Fundraising

Collectable Retail Items for sale:

- Current Report

Finance

- Financials

2. **Managing Director's Report**

3. **Sponsorship Report Update**

2014 APR 22 PM 3 20
TOWN CLERK'S OFFICE
BOURNE, MASS

MARK YOUR CALENDAR: NEXT meeting Tuesday, June 3, 2014, 8:30am

Meier, Marie

From: Gray, Samantha A NAE [Samantha.A.Gray@usace.army.mil]
Sent: Tuesday, April 29, 2014 2:24 PM
Subject: Cape Cod Canal Centennial Steering Committee Meeting RESCHEDULED

Greetings all

The next Cape Cod Canal Centennial Celebration Steering Committee meeting has been postponed due to scheduling conflicts.

The meeting has be rescheduled for Tuesday May 20, 2014 at 8:30 at the Beachmoor.

Please mark your calendar. Steering committee members are asked to attend. Others are welcome.

Will send out an agenda and a reminder at a later date.

A special thanks to all of you who helped make the Gala a success. Fantastic job by all! Below is a link to some photos for you to enjoy.

<http://www.capecodonline.com/apps/pbcs.dll/gallery?Site=CC&Date=20140428&Category=MEDIA0119&rtNo=428009998&Ref=PH&Presentation=desktop>

Sincerely,

Samantha Gray
Park Ranger
US Army Corps of Engineers
Cape Cod Canal

Desk 978.318.8622 (Nov-April)
Visitor Center 508.833.9678 (May-Oct)

PO Box 1555, Buzzards Bay, MA. 02532
Email samantha.a.gray@usace.army.mil
Web www.capecodcanal.us

2014 APR 29 PM 2 39
TOWN CLERK'S OFFICE
BOURNE, MASS

**Cape Cod Canal Centennial Celebration
Steering Committee
Tuesday, May 20, 2014
The Beachmoor
8:30am
Agenda**

**Mission:
Celebrating 100 years of the Cape Cod Canal
A lesson in American ingenuity, maritime and economic history**

1. **Committee Chair Reports**

Events

- Gala update

Logistics

- Current Report

Historic

- Current Report

Fundraising

Collectable Retail Items for sale:

- Current Report

Finance

- Financials

2. **Managing Director's Report**

3. **Sponsorship Report Update**

2014 MAY 5 PM 12 57
TOWN CLERK'S OFFICE
BOURNE, MASS

MARK YOUR CALENDAR: NEXT meeting Tuesday, June 3, 2014, 8:30am

Cape Cod Canal Centennial Celebration

**Steering Committee
Tuesday, June 17, 2014**

**The Beachmoor
8:30am
Agenda**

2014 JUN 13 PM 4 00

TOWN CLERK'S OFFICE
BOURNE, MASS

Mission:

**Celebrating 100 years of the Cape Cod Canal
A lesson in American ingenuity, maritime and economic history**

1. **Committee Chair Reports**

Events

- Update on July 29th events

Logistics

- Update on logistic committee safety and parking plans

Historic

- Current Report

Fundraising

Collectable Retail Items for sale:

- Current Report

Finance

- Financials
- Review on proposed final budget

2. **Managing Director's Report**

3. **Sponsorship Report Update**

MARK YOUR CALENDAR: FINAL meeting Tuesday, July 15, 2014, 8:30am

**Cape Cod Canal Centennial Celebration
Steering Committee
Tuesday, July 15, 2014
The Beachmoor
8:30am
Agenda**

**Mission:
Celebrating 100 years of the Cape Cod Canal
A lesson in American ingenuity, maritime and economic history**

1. **Committee Chair Reports**

Events

- Final update

Logistics

- Final update

Historic

- Final update

Fundraising

Collectable Retail Items for sale:

- Final update

Finance

- Financials

2. **Managing Director's general update and budget status**

Thank you for all your hard work! Looking forward to seeing everyone at the wonderful events you have planned! This is going to be an amazing celebration of the canal and the region because of all of you.

2014 JUL 10 AM 9 29
TOWN CLERK'S OFFICE
BOURNE, MASS

MARK YOUR CALENDAR: NEXT meeting Tuesday, June 3, 2014, 8:30am

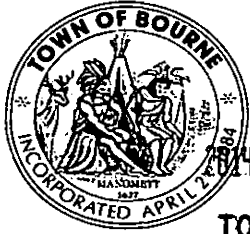
**Cape Cod Canal Centennial Celebration
Steering Committee
Tuesday August 26, 2014
The Beachmoor
8:30am
Agenda**

**Mission:
Celebrating 100 years of the Cape Cod Canal
A lesson in American ingenuity, maritime and economic history**

1. Thank you from General Manager and Co-Chairs.
2. Discussion about events
3. Review of Financials
4. Discussion on time table and process for dissolving the Cape Cod Canal Centennial Committee.

Thank You!

2014 AUG 19 AM 8 35
TOWN CLERK'S OFFICE
BOURNE, MASS



CAPITAL OUTLAY COMMITTEE



JAN 6 PM 1 54
TOWN CLERK'S OFFICE
BOURNE, MASS.

Meeting Notice

Date

Thursday
January 9, 2014

Time

7:00 PM

Location

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

AGENDA

1. Discussion of Long Term Debt Schedule and Major Capital Projects
2. Police Station Discussion
3. FY15 Capital Plan – Overview of Requests and Meeting Schedule
4. Public comment
5. Such other business that may legally come before the Committee
6. Adjourn

"The listings of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law."

Residents are welcomed and encouraged to attend our meetings

Mary Jane Mastrangelo

Mary Jane Mastrangelo
Chairman

Date: January 6, 2014

cc: Town Clerk
Town Administrator
Committee: Mastrangelo, O'Brien, Ware, Redman and Mastria
Notify: Town Planner Coreen Moore, Finance Director Linda Marzelli, Administrator Guerino,
Facilities Manager Jon Nelson, Paul Gately (Bourne Courier) and Michael Rausch (Bourne
Enterprise)

Capital Outlay Committee
Thursday, January 9, 2014 / 7:00 P.M.
Bourne Veterans' Memorial Community Center
239 Main Street, Buzzards Bay

JAN 31 AM 10 31
TOWN CLERK'S OFFICE
BOURNE, MASS

Members present: Mary Jane Mastrangelo, Rick Mastria, John Redman, John O'Brien, and William Ware

Others present: Administrator Guerino, Finance Director Linda Marzelli, Facilities Manager Jonathan Nelson, Police Chief Woodside, Paul Gately from the Bourne Courier and Michael Rausch from the Bourne Enterprise.

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

Handouts:

Finance Director: Town of Bourne Long Term Debt Schedules

Discussion of Long Term Debt Schedule and Major Capital Projects

Finance Director Marzelli reviewed the Long Term Debt Schedule including General Government General Debt and Exempt Debt, Funded Debt, Landfill Borrowings and Sewer Borrowings. Discussion focused on General Debt and Exempt Debt. In planning for major capital projects the Exempt Debt impact on the taxpayer needs to be considered. Also discussed was the amount of borrowing for capital projects under general debt and maintaining the financial policy on borrowing and debt. Bill Ware commented that we need to look for opportunities in the upcoming years for projects

Finance Director Marzelli will email the Excel spreadsheet to Chairman Mastrangelo to distribute to committee members. Yearly totals for Principal plus interest will be added to the spreadsheet as well as projections for future borrowing for annual capital outlay projects based on the capital borrowing over last few years.

Police Station Discussion

Chairman Mastrangelo reviewed the Committee's tour of the Police Facility. John O'Brien stated that process for moving forward is key. Chief Woodside reviewed the work that he has done on identifying possible sites. There was discussion about several pieces of Town owned land including MacArthur Blvd. property, property behind the library, and property adjacent to Queen Sewell Park. It was the general consensus that the feasibility of sites should be studied and the land needs of the Town prioritized. Paul Gately asked for clarification about the potential site adjacent to Queen Sewell Park.

Administrator Guerino stated that he would have the Capital Outlay Committee on the Agenda for the Board of Selectmen on February 4th to discuss the priority of the Police Station as the next major capital project and to identify the next steps in the process particularly setting up a committee or assigning a committee or workgroup to work on site identification and feasibility.

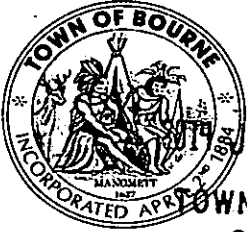
FY15 Capital Plan – Overview of Requests and Meeting Schedule

Meeting dates for review of FY15 Capital projects were scheduled for 7 pm on: Tuesday, January 21, and Thursdays 1/30, 2/6, 2/13, and 2/20.

John Redman made **MOTION** and **SECONDED** by John O'Brien to adjourn meeting at 8:15 P.M.
UNANIMOUS VOTE

Respectfully submitted,

Mary Jane Mastrangelo
Chairman



CAPITAL OUTLAY COMMITTEE



JAN 27 PM 4 10

TOWN CLERK'S OFFICE
BOURNE, MASS.

Meeting Notice

Date

Thursday
January 30, 2014

Time

6:30 PM

Location

Bourne Veterans' Memorial
Community Center
239 Main Street
Buzzards Bay

AGENDA

- 1) Call meeting to order
- 2) Review Capital Outlay requests
 - 6:30 P.M. Police Department
 - 7:00 P.M. ISWM
 - 7:30 P.M. DPW
- 3) Approval of minutes: March 14, 2013, April 1, 2013, October 9, 2013,
November 22, 2013, January 9, 2014
- 4) Such other business that may legally come before the Committee

"The listings of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law."

Mary Jane Mastrangelo
Mary Jane Mastrangelo
Chairman

Date: January 27, 2014

2014 MAR 18 PM 12 12

Capital Outlay Committee
Thursday, January 30, 2014 / 6:30 P.M.
Bourne Veterans' Memorial Community Center
239 Main Street, Buzzards Bay

TOWN CLERK'S OFFICE
BOURNE, MASS

Members present: Mary Jane Mastrangelo, Rick Mastria, John Redman, John O'Brien, and William Ware

Others present: Administrator Guerino, Facilities Manager Jonathan Nelson, Police Chief Woodside, ISWM General Manager Dan Barrett, DPW Superintendent George Sala and Michael Rausch from the Bourne Enterprise.

Handouts:

ISWM: Submitted summary of capital items requested

DPW: Submitted summary of capital items requested

Chairman Mastrangelo called the meeting to order at 6:35 P.M.

Police Department:

Portable Radio Replacement - \$35,400

Request is for 12 Motorola portable radios at \$2,950 per unit for a total of \$35,400. This is the second year of a replacement plan for portable radios. There were 12 portable radios purchased in FY14. Total of 38 portables are needed. MA is upgrading its own statewide radio system, going to a digital system rather than analog. Chief Woodside will make sure all radios are digital before purchasing.

Portable radios are issued to each full-time officer and a bank of 16 portable radios is used for detail assignments and special events.

Request is necessary due to increased breakdowns and failures of radios. Radios are unable to be replaced or serviced and used for parts. Some radios were purchased by the state after the Atlanta Summer Olympics in 1996.

If remaining 38 portable radios are to be purchased at one time it would cost \$112,100. Administrator Guerino asked if we were able to purchase all the radios would they be able to be implemented in 1 year's time and Chief Woodside said yes.

Chief Woodside said if the radios need to be put off for another year he would be comfortable with that but they will need to be replaced.

Estimated useful life of the radios is 15 years.

Police Vehicles - \$159,400

Request to purchase four (4) vehicles – three (3) Ford Police Interceptors and one (1) Ford F250 Pick-up truck.

Current vehicles need to be replaced due to high mileage, vehicle age and maintenance cost. Three (3) Crown Victoria's being replaced have over 100,000 miles and truck is a 2000 F250 with 123,000 miles and is rusting. Vehicles are typically traded in every 3 years and pick-up truck approximately 8-10 years. Truck is a crucial part of the department and is used every day for patrols, putting out radar trailer and pulling larger sized trailers.

ISWM

Dozer - \$485,000

Request is to purchase new 50,000 pound Low Grade Pressure bulldozer with a Waste Handling Protection Package. Replace existing 2009 Komatsu 80,000 pound bulldozer that is 5 years old, 8,000 hours with overheating issues. Had maintenance cost last year of \$19,852.98.

Life expectancy is 5 years.

Funding Source:

Funds from previous borrowing:

Tracked Mobil Screener (5.7.12 ATM, Article 9 Item 23)	\$115,300.00
Replace 826G Compactor (5.7.12 ATM, Article 9, Item 21)	\$ 124.00
Replace D6R Dozer (5.7.12 ATM, Article 9, Item 22)	<u>\$ 802.02</u>
	\$116,226.02

Cost Estimate:

Purchase Price with Low Ground Pressure and Solid Waste Packages	\$485,000.00
Estimated Trade-in Value of Current Machine	\$ 50,000.00
Funds from Previous Borrowing	<u>\$116,226.02</u>
	\$318,773.98

¾ Ton, 4X4, Crew Cab Pickup Truck - \$48,000

Request to purchase ¾ ton 4X4 Crew Cab pick-up truck with snow plow to serve as a construction project support vehicle, crew shuttle vehicle and vehicle for conducting tours of multiple guests.

Request to replace 2007 Ford F250 4X4 Crew Cab pick-up truck that is considered no longer road worthy and is showing signs of wear and tear.

Request permission to retain existing truck with 42,000 miles in an attempt to preserve the new unit and will allow more flexibility to move people and equipment around the landfill site. Vehicle is not registered but is insured.

Funding Source:

Retained Earnings

Cost Estimate:

¾ Ton, 4X4, Crew Cab Pickup Truck (State Bid)	\$48,000.00
No Trade-in	
New Request:	<u>\$48,000.00</u>

Skid Steer - \$65,000

Request to purchase new 90hp Skid Steer (rubber tire) Loader to be used in supporting Baling/Recycling operation.

Currently have a 1999 Skid Steer Bobcat Model #873 and a 2004 Skid Steer Bobcat Model #S300 that are used in the Baling Operating and to clean up and move materials around in the Residential Drop-Off area and Transfer Station. Also used for snow removal.

Recommend trading or selling two (2) current units and replacing them with one (1) unit. Hope to get \$15,000 - \$20,000 for one (1) and other to be used or sell for scrap.

Equipment Useful Life is 7 years.

Funding Source:

Funds from Previous Borrowing (AQ10-03ATM) \$72,445.33

Cost Estimate:

Funds from Previous Borrowing \$72,445.33

One New 90 HP Skid Steer (rubber tire) Loader -\$65,000.00

Funds left over from previous borrowing \$ 7,445.33

4X40 cy Roll-Off Containers - \$20,000

Request to purchase four (4) new Roll-Off Containers used primarily in the Residential Drop-Off Center.

Currently there are 35 containers that are approximately 15 years old and used in the Residential Drop-Off Center and around the site. Containers have deteriorated to the point they are no longer operable. Taken 6 or 7 containers out of service and sold for scrap.

Equipment Useful Life is 10 years

Funding Source:

Retained Earnings

Funds from Previous Borrowing AQ10-03ATM/5.7.12 ATM \$ 7,445.33

5.07.12 ATM Article 9, Item 23 \$ 375.00

\$ 7,820.33

Cost Estimate:

Cost of Four (4) new containers \$ 20,000.00

Funds from Previous Borrowing -\$ 7,820.33

\$ 12,179.67

Department of Public Works

DPW Superintendent introduced Vehicle Maintenance Supervisor Edwin Rivera.

DPW Priority List:

- Roadside Mower Equipment
- Street Sweeper
- Rake Body Truck (M-12)

Roadside Mower Equipment - \$26,387.00

Request to purchase Alamo roadside mowing attachments that include a heavy duty 48" Flail-Axe that is boom-mounted, hydraulically powered and will cut a 44" swath through vegetation up to 4" in diameter and a heavy duty Grass Flail that is a 60" boom- mounted that provides a smooth cut and easily reaches over fences and bankings.

Cost of a 48" Flail-Axe:	\$13,637.00
Cost of a 60" SHD Flail:	<u>\$12,750.00</u>
	\$26,387.00

Equipment Useful Life is 7 – 10 years

Street Sweeper - \$262,390.00 (doesn't include trade-in)

Request to purchase 2014 International 4300, 23,000 pound, 4-wheel Cab & Chassis Street Sweeper for sweeping roads, parking lots and all town properties. There will be a life liner that will be repaired as needed at no cost to the town.

Replace a 25-year old 1989 Elgin Eagle 4-wheel sweeper that is old and badly rotted, maintenance cost are expensive and 6,000 hours on odometer.

There are 3 sweepers in DPW inventory and 1 sweeper at ISWM.

Trade-in value is \$12,000.00.

Discussion followed if it would be cheaper to sweep roads in-house vs. hiring a contractor company. Town sweeps private roads, beach parking lots and every place possible. Mr. Sala said this was looked into 3 years ago and ended up that it would be less expensive for town to sweep the town roads.

Equipment Useful Life is 10 years old.

1 Ton Rake Body (M-12) - \$62,400.00

Request to purchase a 2014 F-50 4X4 diesel chassis with a flatbed dump body with lift gate.

Replace existing 2001 Ford F350 4X4 that badly rotted and has high maintenance cost. Truck is used for all functions carried out by the DPW including plowing. Can trade-in current plow for \$4,000 but Mr. Nelson suggested trying to sell outright.

Equipment Useful Life is 10 years

Approval of minutes:

John Redman made a **MOTION** and **SECONDED** by John O'Brien to approve the minutes of March 14, 2013 as amended. **UNANIMOUS VOTE** (Didn't receive SPED Bus inventory as requested)

John Redman made a **MOTION** and **SECONDED** by Mary Jane Mastrangelo to approve the minutes of April 1, 2013 as submitted. **VOTED 4-0-1 (Bill Ware abstained)**

John Redman made a **MOTION** and **SECONDED** by John O'Brien to approve the minutes of October 9, 2013 as amended. **UNANIMOUS VOTE**

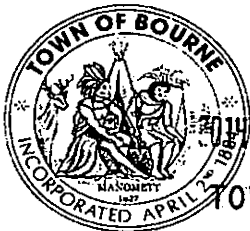
John Redman made a **MOTION** and **SECONDED** by John O'Brien to approve the minutes of November 22, 2013 as amended. **VOTED: 3-0-2 (Bill Ware and Rick Mastria abstained)**

John Redman made a **MOTION** and **SECONDED** by Bill Ware to approve the minutes of January 9, 2014 as submitted. **UNANIMOUS VOTE**

Committee discussed articles that have been in newspapers recently for the increase in cost for the new Department of Public Works Facility that was approved by voters last year. Wasn't a bad article but there were some inaccuracies. Administrator Guerino said cost are coming in over budget as the way article is structured with room in borrowing without override and can come back to capital. Mr. O'Brien would recommend not doing that.

John Redman made a **MOTION** and **SECONDED** by Bill Ware to adjourn the meeting at 8:14 P.M. **UNANIMOUS VOTE**

Respectfully submitted,
Debbie Judge
Recording Secretary



CAPITAL OUTLAY COMMITTEE

FEB 3 PM 4 13

TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting Notice



Date

Thursday
February 6, 2014

Time

7:00 PM

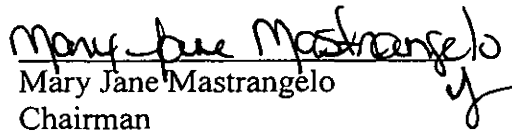
Location

Bourne Veterans' Memorial
Community Center
239 Main Street
Buzzards Bay

AGENDA

- 1) Call meeting to order
- 2) Review Capital Outlay requests
 - 7:00 P.M. Fire Department
 - 7:30 P.M. DNR
 - Shore & Harbor
Facilities
- 3) Review Capital Facilities/Inventory – Jon Nelson
- 4) Such other business that may legally come before the Committee

“The listings of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.”


Mary Jane Mastrangelo
Chairman

Date: February 3, 2014

Capital Outlay Committee
Thursday, February 6, 2014 / 7:00 P.M.
Bourne Veterans' Memorial Community Center
239 Main Street, Buzzards Bay

2014 MAR 18 PM 12 12
TOWN CLERK'S OFFICE
BOURNE, MASS

Members present: Mary Jane Mastrangelo, Rick Mastria, John Redman, John O'Brien, and William Ware

Others present: Administrator Guerino, Finance Director Linda Marzelli, Facilities Manager Jonathan Nelson, Fire Chief Greene, DNR Director Tim Mullen, Shore & Harbor Chairman Rich Libin and James Mulvey

Chairman Mastrangelo called the meeting to order at 7:02 P.M.

Fire Department:

Fire Chief had submitted a request to remove from his FY15 capital plan the following items:

- Car 140
- Laptops, computer aides dispatch (CAD)
- Submitted Capital Planning FY15 2.6.14 rev 2 spreadsheet

King Fisher Radio Box Receiver(s) - \$38,000

Request to purchase King Fisher Radio Box Receivers to receive fire alarm signals from Schools, Nursing Homes, Elderly Housing, Nursing Homes, Barnstable County Jail, Town Hall and other businesses. Radio receivers are installed at Barnstable County Sheriff's Office Dispatch Center.

Current radio technology is approximately 28 years old and parts are difficult to find to make repairs. Each box in town is checked daily and receives daily reports.

Equipment Useful Life is 20 years.

Car 142 - \$53,000

Request to purchase 2014 Chevy 4X4 Tahoe or similar type vehicle with a larger cargo area.

Replace existing vehicle which is a 2003 Tahoe with 136,000 miles that is used as a Deputy Chief's vehicle. Averages approximately 1,300 calls per year and mainly used for administrative duties. Maintenance/repair costs have been excessive. Hope to transfer lights as long as there are no changes in design.

It was discussed that the 2015 series have different designs and the consoles are different. Chief Greene said it doesn't make a difference if it's a 2014 or 2015.

Equipment Useful Life is 6 years

Ballistic Protection (vests) - \$9,600

Request to purchase 12 Ballistic Protection Vests for EMS personnel.

Chief Greene provided a Fire/Emergency Medical Services Department Operational Considerations and Guide for Active Shooter and Mass Casualty Incidents as part of capital proposal. Recent study of school shootings recommends increased protection for EMS personnel which will allow for a more rapid intervention in providing medical care.

Cost is \$800 per unit x12 units = \$9,600

Equipment Useful Life is 6 years

Portable Radios - \$ \$15,000

Request to purchase 6 Motorola Portable Radios that are used by officers and duty fire fighters. Radios are used as protective equipment and may be used to call for additional resources and/or report an incident. This will give the department a total of 51 radios.

Current portable radios and equipment was purchased by the state after the Atlanta Summer Olympics in 1996 and is outdated and parts are no longer manufactured. Have replaced radios in FY2013 & FY2014 and these should be the final 6 radios.

Equipment Useful Life is 15 years.

Committee's vision on replacement of buildings:

- 1) Police Station
- 2) Pocasset Fire Station
- 3) Peebles Elementary School
- 4) Head Quarters

Committee discussed the Chief's concerns with the generator at Head Quarters and that they may be in the building for some time. Generator is undersized and has maximized out with interior renovations. Generator also caused a hazard in the building during the 4 day storm event last year. Mr. Nelson commented that this is a critical infrastructure and considers this a problem. There is an in-house electrician and with the help of DPW and ISWM employees can reduce the cost for the installation of a fixed unit generator. Can look into installation of a diesel generator on an elevated platform taking generator out of the flood zone and also make portable. Current generator estimated age is early 1980's. The run hours haven't worked in quite some time and are tested every Tuesday.

Administrator Guerino said we need to deal with dispatch issues and this may be another unanticipated expense.

Department of Natural Resources

Mr. Mullen updated the Committee on the parking lot and septic system at Monument Beach. Contractors were from CT and they were great to work with and did a great job. There were a couple of catch basins that had to be rebuilt.

Received funding for Hen Cove dredging project last year but has been delayed due to permitting structure. DEP has a 6-month back-up for permits due to shortage in staff personnel. There is still another 2-3 months after received at the Governor's desk. Dredging permits are good for 10 years and

each area needs its own permit. Dredging projects are planned 3-4 years in advance. Next dredging project is Barlow's Landing at the mouth of the Pocasset River and in certain areas within the river.

Y-51 - \$35,000

Request to purchase a 2014 or 2015 Chevrolet ½ ton pick-up truck. Truck is used every day during spring, summer and fall for shellfish propagation, towing boats, transport heavy objects or routine patrol. Lift gate for \$3,000 - \$3,500 can be added at a later date.

Current Y-51 pick-up truck is a 2005 Chevrolet with 105,112 miles. Request to maintain this vehicle to be used for the Marina Manager who is currently using his own personal vehicle to drive to Taylor's Point Marina, Monument Beach Marina and Pocasset Marina and run marina related errands. Administrator Guerino said he wasn't convinced that we need to add vehicle to fleet but agrees the Marina Manager does travel using his personal vehicle. Truck is in good shape and approximately 5,000 miles are added to truck per season.

Administrator Guerino recommends that the vehicle be added to the fleet and dedicate current truck to marina.

All DNR vehicles are used as emergency vehicles. Police Department also uses the DNR vehicles during storms.

Equipment Useful Life is 7-8 years

Committee discussed the concession stand at Monument Beach that has two (2) bathrooms for the public and two (2) private bathrooms for employees. Shellfish propagation equipment is currently being stored inside the snack bar. If going to construct a new building, need to comply with velocity zone and also meet ADA compliance.

Shore & Harbor

Committee discussed the 2005 storm that completely took out Monument Beach dock. Town received \$250,000 from state emergency funding and was able to restore the dock with the help of Barnstable County Sheriff's Office.

Since 2009 to present there was \$630,000 spent at Monument Beach which includes marina reconfiguration plan and permits; dredging Little Bay under Tobey Island Bridge; installation of a septic system and repaving of the parking lot. Only thing missing know is the boat ramp. Over the past several years, Engineering Technician Michael Leitzel worked with the Rail Road to use railroad crossing at Monument Beach for fire apparatus and deliveries. There is an agreement with the Rail Road that this access is used for emergency use only with only certain people have access to the key.

Monument Beach Boat Ramp - \$475,000

Proposed ramp would be 165' in length x 46' wide. There would be 8 floats measuring 6 x 16 on both sides of the ramp and will be secured by 12" piles spaced every 20' for a total of 6 on each side. The cost of a single lane ramp is approximately \$300,000 - \$350,000. Will check and see if Community Preservation Funds, used for Recreation, can be used to fund the cost of the ramp.

Existing ramp is only wide enough to accommodate one (1) vessel and trailer of average size at a time. The way ramp is sloped it's not usable at half tide or less.

Currently there is no charge to use the ramp but you must have a resident sticker. Committee discussed how to raise funds to help offset cost of the proposed Monument Beach ramp.

Mr. Mullen said there are 147 parking spaces, 60 slips, 35 moorings with shellfishing and beach users that use the parking lot. Would like to make modifications to area where the trailers park with crushed stone by using the left over money from the paving project.

Mr. Libin said the best ramps are Taylor's Point and Barlow's Landing and rest of ramps are in poor condition. Busiest ramps are Taylor's Point, Barlow's Landing and Monument Beach.

Shore & Harbor recommends finishing off Monument Beach with a double boat ramp with no impact on swimming area. Finance Director said you can't take money from Waterways Improvement Funds since it would have to be voted each year.

Facilities

Mr. Nelson provided and reviewed an amended Capital Planning FY15 spreadsheet for all maintenance repairs and replacements for all municipal buildings. This is where we should be in the scope of a 10-year plan with debt services close to \$1 million a year and this doesn't include buildings. Additional \$300,000 should be put towards roads according to the consultant that was in several years ago. Committee will need to decide where to place items on capital plan according to priority. The fuel tank outer shell is failing at the Police Station and this is a safety issue. Suggest eliminating fueling station when the new DPW facility is constructed but need to talk to Police Chief. Mr. Ware requested that estimated cost be totaled.

Fire Station will probably be replaced in 10 – 15 years and this is a long time to maintain a building that's already in disrepair. Municipal building replacements need to be added to 10-year plan.

Even if the Police Station is funded at the FY2016 Annual Town Meeting, it won't be operational until FY2019.

Police Department upgrades – Total of \$53,000

Flooring - \$10,000

Upgrade flooring by replacing damaged asbestos floor tile and replace other failed tiles as needed.

Masonry Repairs - \$18,000

Masonry and flashing repairs to southern elevation of the building; rear stairs at back of building are cracked and needs repairs.

Fuel Storage Repairs - \$15,000

Repair structural defects in convault fuel tanks. Had 2 contractors look at tank with a cost of \$12,000 - \$15,000. Municipal agencies use these above ground tanks and will need to be replaced in 5-7 years.

Ceiling Mounted HVAC - \$10,000

Install ceiling mounted HVAC unit in the storage room in the cell block. Units needs to dehumidify and heat.

Town Hall – Total of \$90,000

Security – Including door replacement - \$50,000

Install and replace exterior doors to commercial grade steel doors; card access system

Flooring Upgrade - \$10,000

A lot of flooring areas and carpet need to be replaced.

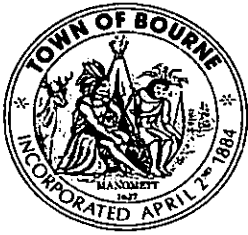
Phone System - \$30,000

Town wide IP system is outdated and failing. This system would include engineering and building upgrades as necessary but not the purchase of the IP system. Goal is to have system hosted offsite and lease hardware for the whole town.

Wastewater Advisory Committee will be meeting on February 12, 2014 to discuss public/private partnerships regarding sewer infiltration at Queen Sewell Park. This financial impact should also be included on spreadsheet.

Bill Ware made a **MOTION** and **SECONDED** by John Redman to adjourn meeting at 9:25 PM.
UNANIMOUS VOTE

Respectfully submitted,
Debbie Judge
Recording Secretary



CAPITAL OUTLAY COMMITTEE



Meeting Notice

Date

Thursday
February 20, 2014

Time

7:00 PM


Location

Bourne Veterans' Memorial
Community Center
239 Main Street
Buzzards Bay

AGENDA

- 1) Call meeting to order
- 2) Review Capital Outlay requests
7:00 P.M. School Department
7:30 P.M. Community Center
- 3) Committee recommendations
- 4) Such other business that may legally come before the Committee

"The listings of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law."


Mary Jane Mastrangelo
Chairman

BOURNE, MASS. TOWN CLERK'S OFFICE
Date: February 18, 2014
FEB 18 2014 PM 3 08

Capital Outlay Committee
Thursday, February 20, 2014 / 7:00 P.M.
Bourne Veterans' Memorial Community Center
239 Main Street, Buzzards Bay

MAR 18 PM 12 12
TOWN CLERK'S OFFICE
BOURNE, MASS

Members present: Mary Jane Mastrangelo, Rick Mastria, John Redman, John O'Brien, and William Ware

Others present: Administrator Guerino, Facilities Manager Jonathan Nelson, Community Building Director Lisa Plante, School Superintendent Steve LaMarche, Business Manager Ed Donaghue, Selectman Earl Baldwin, Bourne Veterans' Memorial Building Trustee Chairman Charlie Noyes and Arnold Carr.

Handouts:

- School Department updated 5-Year Capital Plan
- MHQ Vehicle price for 2014 Ford F350 Cab & Chassis 4X4
- Pictures of Doors that need to be upgraded
- LAP Stands for Learning Activity package

Chairman Mastrangelo called meeting to order at 7:05 PM

Community Building

Flooring - \$30,500

Floors/carpets throughout the building have sustained damage from burst pipes and from everyday wear and tear. Building is 11 years old and time to replace. Vinyl flooring in Veterans' lobby and Supportive Day Care desperately need to be replaced. Carpeting in the offices has been treating over the years and are at the point of needing to be replaced with new carpeting. Majority of the flooring is 2/3 vinyl and 1/3 carpeting.

Request to change the Supportive Day room that currently is carpeted to vinyl. Feel that it would not be wise to replace with new carpeting and would be much better product and less maintenance going with vinyl.

Project Useful Life is 15 – 18 years

Support Columns (12) - \$32,000

Request to replace 12 fiberglass columns surrounding the perimeter of the building that have been severely damaged due to poor design, construction and vandalism. Footings have lifted from concrete and some of the columns have been repaired and are now at the point that they need to be replaced. Replacements will be the same type of material but higher grade.

Project Useful Life is 10 – 20 years

Cafeteria Chairs replacement (60) - \$11,775

Replacement of 60 upholstered cafeteria chairs that are 11 years old. They're ripped, stained and plastic pieces are beginning to crack. They have been cleaned many times and some have arms and some don't. Chairs with arms are more expensive but are needed for senior persons with disabilities and Supportive Day Care. Replace with hospital grade chairs with hard vinyl.

Useful Life is 10 – 12 years

Automatic Door Assemblies (6) - \$9,900

There are 9 automatic doors entering the Community Center. Three (3) of the automatic doors have new assemblies and need to replace the remaining six (6) automatic door assemblies. There is no record of maintenance on these doors. Doors are timed to open slowly. This is a code issue and is presently not ADA compliance.

Committee requested to get some type of guarantee on mechanical parts on door assemblies.

Committee asked if it would be possible of having the Vocational School install the new flooring. Director Plante didn't think we could use them in public places due to liability but could use them in smaller places. Director Plante also inquired with the crew chief at the Barnstable County Sheriff's Office who came to look at the columns but said he didn't have a crew qualified to do the work.

Project Useful Life is 10 – 12 years

Community Center Trustees Chairman Charles Noyes and Arnold Carr both commented on the necessary repairs to the Community Center and support the request put forward by Director Plante. Building is used by the community and is concerned with the door issue and other needs have to be addressed to protect the citizens of the town. Need to do an overall approach on building and hate to see investment go downhill due to construction and urge the committee to look closely at this building. Facilities Director commented that these items are a priority to this building.

Schools

Business Manager Ed Donaghue said they will present their requests from the lowest priority to the top priority.

Priority #7

Replace HVAC Unit – Auditorium

HVAC unit is located on the roof above the stage area and hasn't worked for 5- 10 years. Issues with moisture content causing potential mold issues during summer months and a large dehumidifier is used in front of the stage area to address the issue.

Facilities Manager Jon Nelson said the unit is completely rotted and should have been replaced a long time ago. The area is used but not much activity during the summer.

Project Useful Life is 20 – 25 years

Priority #6

Replace Library Cupola Roof - \$50,000

Bourne High School cupola roof is metal would be removed and replaced with asphalt shingle roof.

Roof has leaked for a long time and you'll find buckets around the library cupola anytime that it rains. Moisture from leaking has created mold issues including books that have had to be destroyed due to mold; chairs with mold had to be replaced. Carpet and AC needs to be replaced but that's on the schedule for FY16. Had contractor look at cupola and could put some type of spray on it for \$10,000 with no guarantee. Chairman Mastrangelo said she would rank this more than a 6 on the priority list.

Priority #5

Paint Student Lockers - \$25,000

Lockers are old and haven't been repaired or painted in many years. This project is part of a multi-year & multi-phase goal to the overall appearance of the building. Summer time project to check lockers and make sure locks work and service lockers as needed. This is included in the painting of the lockers.

Facilities Manager said ceiling tiles will be next year as part of the multi-year project. Ceilings are stained, look terrible and time to upgrade. This is a huge job since you have to deal with plumber, fire alarms, wiring and want to get away from interlocking tiles and go with drop ceiling.

Priority #4

Replace Maintenance Dump Truck - \$75,000

Original 5-year plan requested \$70,000 but was increased to \$75,000 to upgrade from steel dump body to aluminum body.

Request to purchase a 2014 Ford F450 diesel tank Dump/Landscape

Current truck is a 2000 Ford F350 dump truck 4X4 with 62,000 miles. Truck body and bed are rusted, undercarriage of the truck has ongoing repairs and unreliable. Last year maintenance cost was \$2,000. Truck is used on a daily basis to maintain school grounds, athletic fields for 4 schools and is also essential for snow plowing all school grounds. School Department doesn't sand. Blade on plow is old and can get \$1,500 for trade-in.

The upgrade from steel dump body to aluminum body was discussed. Chairman Mastrangelo asked what the difference was between the DPW and School Department truck. Difference is school truck has a landscape type body with lift gate and holds tools.

Equipment Useful Life is 10 – 12 years

Priority #3

Replace Doors & Security Camera Upgrade - \$100,000

Replacement of many improperly function exterior doors and upgrading security system at Bourne High School.

There are 4-5 sets of exterior doors that do not open and close properly and is a security concern. The set of doors in "A" wing near floating staircase are twisted and don't close properly and are in

desperate need of replacement. Door frame is extremely deteriorated and must be replaced. Cost of replacing doors is \$60,000 to \$70,000 and this would include a card access system. The structure of the four (4) doors near the gymnasium is in good condition.

Security camera system that provides monitoring of the interior and exterior of the building is an antiquated system and needs to be replaced. There is no grant money available for this.

Priority #2

Asbestos Abatement District Wide - \$110,000

Last year the Capital Outlay Committee supported the abatement request. This is phase 2 of a 3 year phase. This year the focus is on the High School to remove and replace asbestos floor tiles in 32 classrooms and in some of the bathroom in "A" & "B" wings. Last year the low bidder did a great job.

Ceiling tiles starting falling in the Peebles School cafeteria the day after the kids got out of school so had to remove all ceiling tiles at a cost of \$80,000. Cafeteria is now 100% asbestos free. All asbestos tile flooring in the art room was also removed.

Priority #1

Technology Plan - \$257,000

Mr. LaMarche was very excited to report on the Technology Plan that he has been working on this past year and is making Bourne High School his priority. Presentation was made last week at Cape Cod Community College. If funding is approved, project will be completed by September 2015.

Establish a Research and Development Technology Lab for High School students to explore engineering, material sciences and Computer Assisted Drawings. Wood Shop environment has never changed and is out of code and not in compliance with OSHA.

This proposal would include:

1. Redesign the BHS woodshop into three (3) Research and Development labs – CAD, Robotics Lab and Maker Space/FAB Science Lab
2. To ascertain the latest Research and Development specs Technologies: 3D Printers, CAD software, Robotic, Quadrotor drones, materials press etc.
3. Develop Bourne High School three lab spaces to model real world Research and Development workspace environments creating a variety of layout options and learning stations for this technology-based collaborative environment.

Goal is to utilize space so more than 1 classroom can use at the same time and to enhance what is already being done in the classroom. This will be a high school experience involving hands on that are not traditional shop environments and provide all Bourne High School students with the real world, college and career preparatory/readiness experiences.

Chairman Mastrangelo said this is a right time to do this and the entire concept is unique.

Comments:

- Discussed going from steel to aluminum body for the school department truck isn't going to make it last any longer.

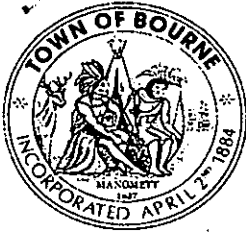
- Request more breakdown information on the cost of the boat ramp. Several members commented that they are not in favor of this request if lifeguards are going to be laid off.
- Request more information on borrowing.

Next Meeting:

Next meeting will be on Thursday, March 6, 2014 at 7:00 P.M. with an alternate date of Thursday, March 13, 2014.

John Redman made a **MOTION** and **SECONDED** by John O'Brien to adjourn meeting at 9:13 P.M.
UNANIMOUS VOTE

Respectfully submitted,
Debbie Judge
Recording Secretary



CAPITAL OUTLAY COMMITTEE

2014 MAR 7 PM 4 16

TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting Notice



Date

Thursday
March 13, 2014

Time

7:00 PM

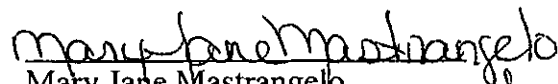
Location

Bourne Veterans' Memorial
Community Center
239 Main Street
Buzzards Bay

AGENDA

- 1) Call meeting to order
- 2) Final Review of FY15 Capital Requests
 - Overview of CPA Project Requests
 - Buzzards Bay Fire Station Generator inclusion on 5-year plan
 - Review and questions – all project requests
- 3) Recommendations on FY15 Capital Requests and Funding
- 4) Review and Recommendation on FY15 5-year Plan Requests
 - Consideration of 10 – 15 year Facilities Plan
- 5) Discussion on Police Station Building Committee
- 6) Approval of Minutes: January 30, 2014; February 6, 2014 and February 20, 2014
- 7) Future Meetings
- 8) Such other business that may legally come before the Committee

“The listings of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.”


Mary Jane Mastrangelo
Chairman

Date: March 7, 2014

Capital Outlay Committee
Thursday, March 13, 2014 / 7:00 P.M.
Bourne Veterans' Memorial Community Center
239 Main Street, Buzzards Bay

2015 FEB 10 PM 4 11
TOWN CLERK'S OFFICE
BOURNE, MASS

Members present: Mary Jane Mastrangelo, Rick Mastria, John O'Brien, and William Ware

Excused: John Redman

Others present: Administrator Guerino, Finance Director Linda Marzelli, Facilities Manager Jonathan Nelson

Handouts:

- Capital Planning FY'15 3-13-14 rev 1

Chairman Mastrangelo called meeting to order at 7:00 PM

Final Review of FY15 Capital Requests

Overview of CPA Project Requests

Bournedale School House - \$100,000

Bournedale School House is in need of major repairs and is more extensive than originally thought.

Scope of work is as follows:

- Replace all siding and trim
- Replace all rotted sheathing and structural members
- Remove and completely rebuild cupola.

Architectural Design, Project Bid Management, Construction Management	\$ 27,000
Siding, sheathing, trim, cupola, restoration work	\$ 80,000
Contingency	\$ 20,000
Total Estimated Project Cost	\$127,000
Total CPC Request	\$100,000

Last year the CPC appropriated \$27,000 to do restoration/repairs to façade, bell tower and painting but this but this year the building is in need of extensive restoration work. Bournedale School House is listed on the National Historic register.

Project should take about eight weeks from start to finish and will commence as soon as funds become available.

Keith Field Bathroom Renovations - \$27,200

Renovations to the Keith Field bathrooms need to be updated and made handicap accessible. Roof needs to be replaced.

Scope of work is as follows:

- Replace roof
- Make building more aesthetically pleasing through the installation of cedar shingle siding
- Reconfigure the bathrooms and entry ways to make bathroom accessible
- Provide additional security measures with installation of overhead security door

Replace roof with asphalt shingles, rake boards and other associated trim	\$ 3,000
Trim and side building with cedar shingles and pvc trim	\$ 3,000
Install new plumbing fixtures and piping	\$ 5,000
Install interior trim and ceilings and new doors	\$ 4,000
Upgrade electrical, including exhaust fans	\$ 1,200
Grade and pave entrance way, refinish concrete floor after plumbing is complete /cut wider door openings	\$ 5,000
Finishes and plantings	\$ 1,000
Provide and install Security Overhead door	\$ 5,000
Estimated cost of town Labor (estimated 3 weeks)	\$11,655
Total Estimated Project Cost	\$38,855
Total CPC Request	\$27,200

Recreation Fencing Replacement - \$129,000

Recreational fencing needs to be replaced at the ball fields off of Shore Road, Monument Beach, behind the Pocasset Fire Station and behind Community Center in Buzzards Bay. Also replace fencing at the basketball court behind the Community Center in Buzzards Bay. Replacement of the fence has become a safety issue. Fencing is very expensive and based on linear foot and height of fence. Fencing will galvanized heavy gauge.

Three Mile Look - \$23,000

Replace and upgrade lights and some other damaged items as follows:

- Replace lighting with vandal resistant LED lighting
- Repair awning cedar shingle roof and trim work
- Replace various landscape fixtures to include benches and some slate work

New vandal resistant lighting fixtures	\$18,000
Materials to restore and replace broken and vandalized items	\$ 5,000
Estimated cost of Town Labor (estimated 2 weeks)	\$ 7,770
Total Estimated Project Cost	\$30,770
Total CPC Request	\$23,000

Library Exterior Waterproofing and Restoration Project - \$180,000

Jonathan Bourne Library needs exterior weather-proofing and restoration work. Wood trim, wooden gutters, historic details, masonry and cupola are either rotted or failing. All work will be performed under the direction of a Preservation Architect and will conform with the Standards for Rehabilitation stated in the United States Secretary of the Interior's Standards for the Treatment of Historic

Properties. Exterior work of the building is in need of extensive restoration work, this should be done at one time to be cost effective. Jonathan Bourne Library is listed on the National Historic register.

Scope of work as follows:

- Material Tested and Abatement
- Remove and replace all sections of rotted wood trim
- Strip to bare wood existing wood trim
- Prime and paint
- Repair and restore failed masonry details

Architectural Design and CM	\$ 25,000
Material Testing and possible abatement	\$ 10,000
Wood trim restoration including prime and paint	\$ 50,000
Masonry Restoration	\$ 40,000
Cupola Restoration	\$ 40,000
Contingency	\$ 15,000
Total Estimated Project Cost	\$180,000
Total CPC Request	\$180,000

Main Street Park Improvements - \$50,000

Improvements to the park will consist of the following:

New vandal resistant lighting fixtures	\$20,000
Gazebo roofing replacement	\$ 8,000
Gazebo trim and paint	\$ 4,000
New Planters (to match planters on Main Street)	\$13,000
Misc electrical materials and building materials	\$ 5,000
Total Estimated Project Cost	\$62,000
Total CPC Request	\$50,000

All work will be done in-house except roof replacement will be contracted out

Chairman Mastrangelo highly recommends that somebody should speak with the Board of Selectmen before doing work on public projects that fall under their jurisdiction.

Tennis Court refurbishment at Keith Field - \$9,100

Received price from Cape and Island Tennis & Track for repair and resurface of Sagamore/Keith Field Court – Total of 800 square yards

Scope of work as follows:

- Pressure wash court to improve surface adhesion
- Remove and replace 3” square netposts
- Cut out and repair 3 rock heaved areas
- Repair and surface crack with Riteway Repair System (4’)
- Court patch around center anchor

- 2 coat acrylic resurfacer due to surface pitting
- Striping to USTA specifications

Tennis Court refurbishment at Monument Beach - \$14,483

Received price from Cape and Island Tennis & Track for repair and resurface of Monument Beach Tennis Courts – Total of 1520 square yards

- Pressure wash court to improve surface adhesion
- Remove and replace 3” Square Netposts
- Repair surface cracks with Riteway Repair System (86’)
- Court Patch around center anchors
- 2 coat acrylic resurfacer due to surface pitting
- 2 coat Fortified Plexipave
- Striping to USTA specification

Buzzards Bay Fire Station Generator inclusion on 5-year plan

Discussion regarding the Buzzards Bay Fire Station and how it’s going to fit into the long term Facilities Plan over the next 10 – 15 years. Need to be realistic when putting cost of these buildings on the spreadsheet. The present way doesn’t make sense. Need to present Town Meeting with a 5-year plan and it should include the Police Department.

Hesitant to do generator at Head Quarters at this time but if looking at new construction 15-years down the road then there is a need for a new generator since this one is old and needs to be replaced. Administrator Guerino recommends putting in on the October Special Town Meeting but Facilities Director said you can do it now. Already have design and will need architect to stamp specifications. Mr. Nelson suggests adding \$100,000 which allows procuring generator and materials. Labor can be done in-house with the help of ISWM staff. Chairman Mastrangelo agreed to do it now and not wait to the fall especially with hurricane season coming up.

Need to look at the FY14 generator article and see how it’s worded. If not for a particular location may be able to use these monies. Need to add to capital plan if worded correctly in article but still needs to be brought before the Board of Selectmen.

Bill Ware made a **MOTION** and **SECONDED** by Rick Mastria to recommend \$100,000 for the generator at the Fire Station #1 in Buzzards Bay to be on the Capital Plan or addendum to article upon the recommendation of the Town Administrator.

Review and questions – all project requests

- Peebles Elementary School should be included in the spreadsheet for FY2019 and space holders for other projects so they are not forgotten.
- Administrator Guerino does not recommend the phone system at this time. Need more information and further discussion and can bring back at the Fall Town Meeting.

- Administrator Guerino does not recommend Monument Beach boat ramp at this time. Director Mullen will get a more detailed schematic design with cost estimate. Need to recommend \$25,000 from the Waterways Fund for design of the boat ramp.
- Discussed why there is a price difference per unit for the Motorola radios between the Fire Department and Police Department when they are requesting same radios
- Discussed schools new proposed curriculum and the redesigned of the workshop area and wondered if this was an actual capital request or should it be taken out of their budget. Request that they provide detail cost of kits (carts) and reviews of cost breakdown. If something breaks it then becomes a budget item. After discussion Mr. Ware said he feels comfortable enough that it's a capital item and gave credit that this is a very creative proposal.

Administrator Guerino thanked Linda Marzelli and Debbie Judge for all their work and appreciate their help.

Recommendations on FY15 Capital Requests and Funding

Changes as follows:

Schools: Reduce Maintenance Dump Truck Replacement from \$75,000 to \$70,000

ISWM: Move \$368,000 from General Debt to Enterprise Debt

Shore & Harbor: Reduce Monument Beach boat ramp from \$475,000 to \$25,000 for design and see if CPC funds can fund this request.

Request a sub-total of capital plan and sub-total of CPC plan

Review and Recommendations on FY15 5-year Plan Requests / Consideration of 10–15 year Facility Plan and long term projects

Municipal buildings will be on capital spreadsheet as follows:

Police Station:	FY2017
Monument Beach and Pocasset Fire Station replacement:	FY2018
Buzzards Bay Station #1:	FY2019
Peebles School:	FY2019

Lengthy discussion on Head Quarters Station #1 and the possibility of not replacing until 15+ years and may have to make changes and put Administration staff at Station #3 in Sagamore.

Discussion on Police Station Building Committee

Administrator Guerino said the Selectmen approved the makeup of the committee and asked that a committee to be set up in similar fashion as the DPW Facility Committee. Selectman Pickard asked that the Police Chief be a permanent member and not an ex-officio. Standing members would include a Finance Committee member, Capital Outlay member and Selectmen. At-Large positions should include Facilities Director, Police Chief and Town Administrator. Capital Outlay will designate their member.

Approval of minutes:

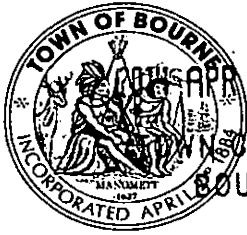
John O'Brien made a **MOTION** and **SECONDED** by Bill Ware to approve the minutes of January 30, 2014; February 6, 2014 and February 20, 2014 as submitted. **UNANIMOUS VOTE**

There is no meeting planned at this time but if something comes up we will have to schedule a meeting.

Bill Ware made a **MOTION** and **SECONDED** by John O'Brien to adjourn meeting at 8:25 P.M.

Respectfully submitted by:

Debbie Judge
Recording Secretary



APR 29 PM 3 57

CAPITAL OUTLAY COMMITTEE

CLERK'S OFFICE
BOURNE, MASS



Meeting Notice

Date

Thursday
May 1, 2014

Time

7:00 PM

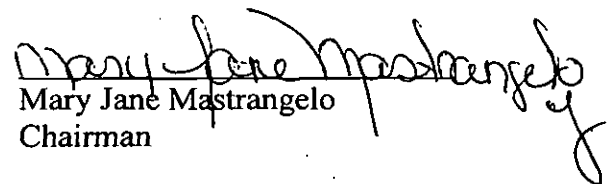
Location

Bourne Veterans' Memorial
Community Center
239 Main Street
Buzzards Bay

AGENDA

- 1) Call meeting to order
- 2) Discuss DPW Article 4 of the Special Town Meeting – additional funding
- 3) FY15 Capital Plan – change – Monument Beach Ramp design to be paid by CPC
- 4) Such other business that may legally come before the Committee

“The listings of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.”


Mary Jane Mastrangelo
Chairman

Date: April 29, 2014

Capital Outlay Committee
Thursday, May 1, 2014 / 7:00 P.M.
Bourne Veterans' Memorial Community Center
239 Main Street, Buzzards Bay

2015 FEB 10 PM 4 11
CLERK'S OFFICE
BOURNE, MASS

Members present: Mary Jane Mastrangelo, John Redman, Rick Mastria
Excused: Bill Ware, John O'Brien

Others present: Finance Director Linda Marzelli, Facilities Manager Jonathan Nelson and DPW Superintendent George Sala

Chairman Mastrangelo called meeting to order at 7:00 PM

Discuss DPW Article 4 of the Special Town Meeting – additional funding

Mr. Redman gave an update of the DPW building and the cost of the facility. The Public Works Building Committee established a budget for the building of \$11,080,798. New facility can be built for the budgeted amount but only the basic building. Increase is due to the construction market has gone up anywhere from 20 – 27 percent from when the budget was first put together in September 2012. During the design work, changes and additions to the project were necessary. These changes and additions include a fuel island, security camera system, canopy on the rear of the building to protect equipment parked outside and a chain-linked fence around the entire property. Salt shed to be paid for with Chapter 90 funds. DPW and ISWM employees have done labor intensive work saving over a million dollars. Feel confident that an override in the amount of \$975,000 and this includes a 4% contingency. There were 12 general contractors that took out plans and only 3 contractors responded out of 12. Hope that Town Meeting will support this article.

John Redman made a **MOTION** and **SECONDED** by Rick Mastria to support and recommend approval of this article. **VOTED 3-0**

FY15 Capital Plan – Change – Monument Beach Ramp design to be paid by CPC

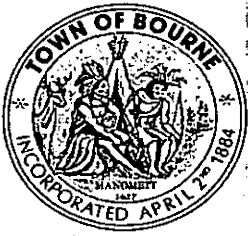
Recommend approval of the Capital Outlay schedule subject to CPC funding the boat ramp Monument Beach schematic design and not in final Capital Outlay amount.

John Redman made a **MOTION** and **SECONDED** by Rick Mastria to support the Capital Improvements Budget for Fiscal Year 2015 in the amount of \$2,791,752. **VOTED 3-0**

John Redman made a **MOTION** and **SECONDED** by Rick Mastria to adjourn the meeting at 7:25 P.M.

Respectfully submitted by:

Debbie Judge
Recording Secretary



CAPITAL OUTLAY COMMITTEE



Meeting Notice

Date

Monday
September 29, 2014

Time

6:00 PM

Location

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

AGENDA

1. STM Requests and any other items related to STM:

1. CPC – Basketball court at Veterans Memorial Building
2. DPW - Sidewalk plow
3. Sewer-DPW-Buzzards Bay Water District - Old Bridge Road sewer and paving reconstruction – Sewer -- Retaining wall reconstruction, Paving and sidewalk
4. Fire Department Automatic CPR machine (2)
5. School Department – Elevator - BHS
6. School Department – Peebles Feasibility Study
7. Any other Capital Requests related to the STM

2014 SEP 29 PM 4 05
TOWN CLERK'S OFFICE
BOURNE MASS

2. Update on DPW Facility – John Redman, Bill Ware and Jon Nelson
3. Public comment
4. Such other business that may legally come before the Committee
5. Adjourn

“The listings of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.”

Residents are welcomed and encouraged to attend our meetings

Mary Jane Mastrangelo
Chairman
Date: September 25, 2014

cc: Town Clerk
Town Administrator
Committee: Mastrangelo, O'Brien, Ware, Redman and Matria
Notify: Moore, Finance Director Marzelli, Administrator Guerino

Capital Outlay Committee
Monday, September 29, 2014 / 6:00 P.M.
Bourne Veterans' Memorial Community Center
239 Main Street, Buzzards Bay

2015 FEB 10 PM 4 12
TOWN CLERK'S OFFICE

Members present: Mary Jane Mastrangelo, Rick Mastria, John Redman, John O'Brien, and William Ware

Others present: Administrator Guerino, Finance Director Linda Marzelli, George Tribou, George Sala, Jonathon Nelson, Fire Chief Greene, Ed Donoghue and Michael Rausch from the Bourne Enterprise.

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

1. TM Requests and any other items related to STM:

1. CPC – Basketball court at Veterans Memorial Building – \$60,000 request to convert current tennis court to a basketball court with lighting. There is a tennis court at Town Hall and more basketball courts are needed.
2. Sidewalk plow - \$95,000. This is a versatile piece of equipment that can be used in many areas of town and for many purposes. Last year we spent over \$14,000 in overtime and outside contractor fees that could have been avoided by having this piece of equipment in our DPW. Funding this piece of equipment now will allow it to be available for cost savings this winter.
3. Old Bridge Road sewer and paving reconstruction – \$200,000 Sewer -- This will allow the Sewer Department to replace approximately 1800 feet of sewer main and valves on Old Bridge Road in Buzzards Bay. The sewer pipe is 24 years old and has experienced cracking in recent years. The cost of this project as well as connecting to 17 homes on Old Bridge Road will be covered by retained earnings. \$220,000 Paving and sidewalk Retaining wall reconstruction - While the street is opened for the Buzzards Bay Water District replacement of water lines the sewer lines will be replaced as well. This will allow the Department of Public Works to resurface Old Bridge Road in Buzzards Bay. Water and sewer breaks have resulted in road cracking. Included in this project will be installation of a 165 foot new retaining wall and berm to alleviate water runoff into the marshland.
4. Fire Department Automatic CPR machine (2) - \$28,000. Chief Green had applied for a grant for two units of equipment, but the grant was not received. These devices give automatic/sustained CPR compression in an emergency situation and keep steady CPR going when while carrying someone downstairs and lifting them in an out of the ambulance. We currently have one of these in our Fire Department. The fire department has found it to be very effective in emergency situations. This article would put one unit in each fire station.
5. School Department – Elevator – BHS - \$60,000. The Elevator at Bourne High School failed this summer. Emergency repairs were performed to get the elevator operational, but there are no parts available for the old system. This

article would repair the Elevator and replace the Controllers, machine room wiring, switches and inspections stations to improve the safety and performance of the elevator.

6. School Department – Peebles Feasibility Study – at this time it looks like the request will not be made until a STM in February. Discussion is continuing.
7. Any other Capital Requests related to the STM

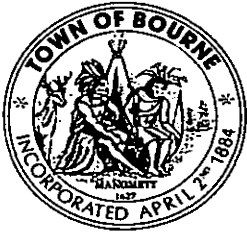
Motion made by John Redman and seconded by Bill Ware to recommend approval of \$95,000 for Sidewalk Plow/loader by Borrowing, \$220,000 for Old Bridge Road paving and reconstruction by Borrowing, \$200,000 for Old Bridge Road replacement of sewer lines from Sewer Retained Earnings, \$28,500 for 2 CPR machines from Free Cash, and \$60,000 for BHS Elevator repairs and upgrades from Free Cash. Vote unanimous 5 – 0.

2. Update on DPW Facility – John Redman, Bill Ware and Jon Nelson – at the end of third month of construction, salt shed complete. Project is on schedule.
3. Public comment – none.

John Redman made **MOTION** and **SECONDED** by Bill Ware to adjourn meeting at 7:00 P.M.
UNANIMOUS VOTE

Respectfully submitted by:

Mary Jane Mastrangelo
Chairman



CAPITAL OUTLAY COMMITTEE



Meeting Notice

Date

Monday
October 20, 2014

Time

6:30 PM

Location

Bourne Veterans' Memorial
Community Center
239 Main Street
Buzzards Bay

AGENDA

- 1) Call meeting to order
- 2) Discuss and vote STM Article 16
- 3) Any other business related to the STM
- 4) Future Meeting Topics
- 5) Such other business that may legally come before the Committee

2014 OCT 16 PM 4 16
TOWN CLERK'S OFFICE
BOURNE, MASS

"The listings of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law."

Mary Jane Mastrangelo
Mary Jane Mastrangelo
Chairman

Date: October 16, 2014

Capital Outlay Committee
Monday, October 20, 2014 / 6:30 P.M.
Bourne Veterans' Memorial Community Center
239 Main Street, Buzzards Bay

Members present: Mary Jane Mastrangelo, John Redman, Rick Mastria and Bill Ware
Excused: John O'Brien

Others present: Town Administrator Thomas Guerino, Finance Director Linda Marzelli, Facilities Manager Jonathan Nelson, Selectmen Meier, Mealy and Zuern and Michael Rausch from the Bourne Enterprise

Note this meeting is being televised and recorded. If anyone in the audience is recording or videotaping, they need to acknowledge such at this time – Michael Rausch Bourne Enterprise

Handouts: MSBA Building Process

Chairman Mastrangelo called meeting to order at 6:30 PM

Chairman Mastrangelo said the main purpose of this meeting is when they met last time regarding Peebles Feasibility Study; the request would be coming for funding at the Special Town Meeting in February 2015. Town Moderator approached the School Building Committee and suggested they request funding at the October 27, 2014 Special Town Meeting.

School Department is having an audit this week and asked if they could be excused from attending this evenings meeting.

Steps for the MSBA Building Process:

- A. Eligibility Period:
 - Initial Compliance Certification
 - Forming a School Building Committee
 - Educational Profile Questionnaire
 - Eligibility Period System Access Form
 - Maintenance and Capital Planning information
 - Certification of a design enrollment
 - Certification of community authorization of funding to proceed
 - Feasibility Study Agreement
- B. Module 2 – Project Team
- C. Module 3 – Feasibility Study
- D. Module 4 – Schematic Design
- E. Module 5 – Project Scope and Budget and Project Funding Agreement
- F. Module 6 – Design Development, Construction Documentation & Bidding
- G. Module 7 – Construction Administration
- H. Module 8 – Project Closeout

Committee reviewed and discussed the MSBA Feasibility Study from different communities. Average cost is \$430,000 - \$800,000 for this type of project. The type of options the town is looking at will cost between \$500,000-\$600,000 but will request \$750,000 to make sure the appropriation is enough to cover the study of the replacement of the Peebles Elementary School. It was also noted that if Town Meeting voted no on this article that it could result in losing its place in line for state funding.

There are 7 options that could be considered in the Feasibility Study including adding an addition to the Bournedale Elementary School. Feasibility Study should take approximately 1 - 2 years. Finance Director Linda Marzelli spoke with Bond Counsel and project funding can be included as debt exclusion.

Peebles School enrollment at this time is between 400 - 500 children.

Police Station may have to be delayed if we go forward with this project.

Town will need to apply and approve full amount of the construction cost then reimbursement is paid back to the town on a pay as you go basis.

Refinancing the Middle School several years ago help reduced the cost of payments, so school should be paid for if not this year but next year.

Selectman Mealy asked if we were surprised that we rose to the top like we did? When the Massachusetts School Building Authority (MSBA) looked at the High School they also looked at the Peebles School and almost immediately put us on the list. Chairman Mastrangelo said that it's important that we do this know or we'll just keep sinking money into Peebles School.

Bill Ware made a **MOTION** and **SECONDED** by John Redman to recommend \$750,000 from borrowing for Peebles School Feasibility Study. **VOTED 4-0**

Bourne High School elevator repairs/replace voted \$60,000 from Free Cash at the last Capital Outlay meeting. Town Meeting warrant has funding source as borrowing.

John Redman made a **MOTION** and **SECONDED** by Bill Ware to approve money for the Bourne High School elevator repairs/replace as borrowing and not from Free Cash. **VOTED 4-0**

Public Library was funded with CPA funds last town Meeting for upgrade. Designer Services will be out this winter and due in spring. Work will begin in the spring.

John Redman made a **MOTION** and **SECONDED** by Bill Ware to adjourn meeting at 6:53 P.M. **VOTED 4 - 0**

Respectfully submitted by:

Debbie Judge
Recording Secretary

TOWN OF BOURNE
OFFICE OF THE MODERATOR

24 Perry Avenue
Buzzards Bay, MA 02532

2014 JAN 24 PM 12 10

TOWN CLERK'S OFFICE
BOURNE, MASS

NOTICE OF MEETING

BOURNE CHARTER COMPLIANCE COMMITTEE

DATE: Tuesday, February 4, 2014.

TIME: 7:00 p.m.

PLACE: Bourne Town Hall. Downstairs Conference/Meeting Room.

AGENDA

1. Introductory Remarks by Moderator – Role of the Committee; vacancies; quorum; other
2. Compliance with Open Meeting Law Requirements – Moderator
3. Election of Committee Officers – Chairman, Vice Chairman and Clerk
4. Complaint of Richard Conron. Discussion and vote on whether or not to dismiss the complaint without further action, or schedule a hearing.
5. Such other business as shall lawfully come before the Committee
6. Adjournment

Robert W. Parady

Robert W. Parady, Moderator



Bourne Charter Compliance Committee

Bourne Town Hall 24 Perry Avenue, Buzzards Bay MA 02532

DRAFT MINUTES OF BCCC MEETING HELD TUESDAY, FEBRUARY 4, 2014

2014 FEB 10 AM 10 05
TOWN CLERK'S OFFICE
BOURNE, MASS

In the absence of a chair, Moderator Robert Parady, as the appointing authority, convened the meeting at approximately 7:10 PM on February 4, 2014.

The following members were present, and constituted a quorum:
Renée D. Ziegner, Richard J. White, James Sullivan, Kathleen Donovan

Town Counsel Robert Troy and the following selectmen were present in the audience, Selectmen Zuern, Meier, Ellis, and Pickard along with a handful of concerned citizens.

Moderator Robert Parady asked the board for nominations of officers for this board. Mr. Parady's duties would be over as soon as a chairman was in place. Richard J White was nominated and seconded as chairman. As there were no other nominations, Mr. White was unanimously elected as chairman by the board. He began his duties immediately and asked all present for nominations for vice-chairman. James Sullivan was nominated and seconded as vice-chairman, as there were no further nominations, Dr. Sullivan was unanimously elected as vice-chairman. Nominations were opened for clerk. There were no nominations. Renee Ziegner volunteered to serve as clerk pro-tem for this meeting, and was unanimously elected.

Chairman White opened deliberations on the complaint filed by Richard Conron on January 24, 2014 concerning actions taken by the Board of Selectmen on December 3, 2013am in regards to the submission of an appeal relative to a decision regarding the Building Inspector by the Bourne Board of Appeals. A copy of the complaint was referenced by the Committee, and is on file with these minutes.

As Mr. Conron was not able to be present he requested that his statement be read in entirety. Moderator Parady then read it to the board. After that reading Town Counsel Robert Troy requested to address the board regarding his interpretation of the Bourne Charter. Attorney Troy moved that the Committee dismiss the complaint because the actions of the selectmen complained of by Mr. Conron did not constitute violations of the Town Charter. He argued that M.G.L. c. 40A, §8, which as state law supersedes the Charter, gives the selectmen the right to appeal decisions of the building inspector and other boards. If that motion failed, Mr. Troy requested that Mr. Meier be dismissed as a party to the complaint because he did not participate in the vote.

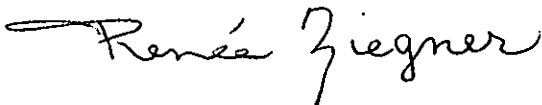
Attorney Troy moved that the Committee dismiss the complaint because the actions of the selectmen complained of Mr. Conron did not constitute violations of the Town Charter. M.G.L. c. 40A, §8. Which as state law reads supersedes the Charter, and gives the selectmen the right to appeal decisions of the building inspector and other boards. If that motion failed, Mr. Troy requested that Mr. Meier be dismissed as a party to the complaint because he did not participate in the vote.

Mr. Chris Farrell was permitted by unanimous consent to address the Committee on behalf of Mr. Conron's complaint. Mr. Farrell requested that the Committee continue the hearing until Mr. Conron could be present. Because Mr. Conron had not requested a continuance in his communication with Mr. Parody, but rather that his statement be read, no action was taken on Mr. Farrell's request.

After a brief discussion a motion to dismiss Mr. Conron's complaint was made by Kathleen Donovan and seconded by James Sullivan. The committee then voted unanimously to dismiss that complain.

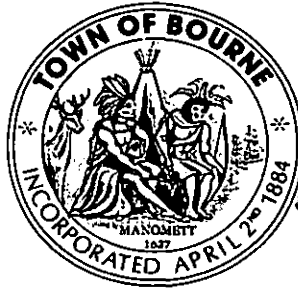
The meeting was adjourned at 7:45.

Respectfully submitted,



Renée Ziegner, Temporary clerk-secretary

TEMPORARY DRAFT



2014 JAN 2 PM 1 04

TOWN CLERK'S OFFICE
BOURNE, MASS

CONSERVATION COMMISSION AGENDA

Thursday, January 9, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** William Kea **File Number:** CC14-01
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 19 Ram's Head Road, Cataumet
Proposed Project: Construct expansion to existing wooden deck and associated appurtenances within a VE Flood Zone

- 2) **Applicant:** Audrey Greeley **File Number:** CC14-02
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 121 Salt Marsh Lane, Pocasset
Proposed Project: Upgrade to new, Title V septic system within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 3) **Applicant:** Michael & Margaret Dwyer **File Number:** CC14-03
Representative: Flaherty & Stefani, Inc.
Project Address: 73 Mashnee Road, Gray Gables
Proposed Project: Construct a shed/workshop within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 4) **Applicant:** David Black **File Number:** CC14-04
Representative: Bracken Engineering, Inc.
Project Address: 531 Circuit Avenue, Pocasset
Proposed Project: Construct a porch, relocate utilities, and appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 5) **Applicant:** Jerome & Patricia Cura **File Number:** CC14-05
Representative: Paul Matos, G.A.F. Engineering, Inc.
Project Address: 30 Presidents Road, Gray Gables
Proposed Project: Construct two additions and install driveway, including associated grading and site work within an AE Flood Zone and within 100 feet of a Wetland Resource Area

7:15) Notices of Intent:

- 1) **Applicant:** John & Lori Ricciuti **DEP File Number:** SE7-
Representative: David R. MacLean & Associates
Project Address: 40 Wenaumet Bluffs Drive, Pocasset
Proposed Project: Raze and rebuild existing dwelling, including landscaping, utilities, and appurtenances within an AE Flood Zone and within 100 feet a Wetland Resource Area

- 2) **Applicant:** Red Brook Homeowners Association, Inc. **DEP File Number:** SE7-
Representative: Bracken Engineering, Inc.
Project Address: Off Nairn Road, Red Brook Harbor, Cataumet
Proposed Project: Removal and reconstruction of existing licensed pier with a modified pile configuration within a VE Flood Zone and within a Wetland Resource Area

Certificates of Compliance:

- 1) **Applicant:** Edward & Valerie Hickey **DEP File Number:** SE7-1665
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 80 Captain's Row, Mashnee Island
Proposed Project: Construct an addition and renovate existing dwelling, rebuild and relocate beach stairs, remove paved driveway and install new gravel driveway, plant 8 cedars and buffer plantings, install drywells, repair seawall, replace front steps, remove deck, install stone patio and second story deck, including associated grading landscaping, utilities, and other appurtenances within an AE Flood Zone, within a VE Flood Zone and within 100' of a Wetland Resource Area
- 2) **Applicant:** Thomas LeBlanc **DEP File Number:** SE7- 1773
Representative: John Churchill, PE, PLS, JC Engineering, Inc.
Project Address: 45-47 Cove Lane, Pocasset
Proposed Project: Construct dwelling, garage, septic system, in-ground pool, and associated utilities and appurtenances within a VE Flood Zone and within 100 feet of a Wetland Resource Area
- 3) **Applicant:** Linda Gudas **DEP File Number:** SE7-1812
Representative: Bracken Engineering, Inc.
Project Address: 2 Hill Street, Pocasset
Proposed Project: Raze and rebuild single family dwelling and install new septic system, including landscaping, grading, utilities, and appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Other Business:

- ▶ Reissue of Order of Conditions File SE7-1874 and Certificate of Compliance File SE7-1707
- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Approval of Minutes – November 21, 2013

- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

CONSERVATION COMMISSION MINUTES

Thursday, January 9, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

2014 FEB 28 AM 10 44

Chm. Gray called meeting to order at 7:00 pm and explained the Commission's procedure pursuant to the Wetland Protection Act M.G.L. c. 131, s. 40 and the Bourne Wetland Protection Bylaw Article 3.7.

TOWN CLERK'S OFFICE
BOURNE, MASS

Note: Chm. Gray addresses the audience in regards to recording a public hearing. If anyone wishes to record a public meeting, they are free to do so, however, it must be know by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting.

Members present: Chm. Bob Gray, V. Chm. Martha Craig Rheinhardt, Peter Holmes, Betsy Kiebala, Paul Lelito, Rob Palumbo, Susan Weston, and alternate member Thomas Ligor.

7:00) Requests for Determination of Applicability:

1) Applicant: William Kea

File Number: CC14-01

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 19 Ram's Head Road, Cataumet

Proposed Project: Construct expansion to existing wooden deck and associated appurtenances within a VE Flood Zone

Barbara Frappier representing: proposing a deck expansion that will be constructed to meet all applicable building codes. Submitted updated site plan showing changes on the property including realigning the driveway, and some work on the house – all minor things. Filings have been done in the past for the work on the house.

No board comment.

Brendan Mullaney – proposed work is in the Flood Zone only, no other resource areas within 100 feet of property. Site plan on file should serve to bring property in compliance for some work that may have been completed without a permit. No other concerns with the project.

No public comment.

On a motion made by Paul Lelito and seconded by Betsy Kiebala, the Commission unanimously voted to approve the project under a Negative 2 Determination. Susan Weston abstained.

2) Applicant: Audrey Greeley

File Number: CC14-02

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 121 Salt Marsh Lane, Pocasset

Proposed Project: Upgrade to new Title V septic system within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Barbara Frappier representing – property has salt marsh all around. Leaching field was placed in an area that was almost outside the 100 FT buffer. No other work is proposed.

No board comment.

Brendan Mullaney – proposed system is moved as far as resource area as lot allow. Upgrade will be a vast improvement over existing conditions. No other concerns with the project.

No public comment.

On a motion made by Peter Holmes and seconded by Betsy Kiebala, the Commission unanimously voted to approve the project under a Negative 2 Determination.

3) Applicant: Michael & Margaret Dwyer

File Number: CC14-03

Representative: Flaherty & Stefani, Inc.

Project Address: 73 Mashnee Road, Gray Gables

Proposed Project: Construct a shed/workshop within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Chm. Gray recused himself from discussion and vote. He turned the meeting over to V. Chm. Craig Rheinhardt.

Mark Flaherty representing – proposing to construct a shed/workshop. The only place to put the shed is 45 FT from the marsh towards the front of the property.

No board comment.

Brendan Mullaney – relatively simple project. Received approval from the ZBA. House within 2 FT of wetland. Commissions policy as long as new work not any closer than existing, then usually OK and in compliance. No other concerns with the project.

No public comment.

On a motion made by Betsy Kiebala and seconded by Rob Palumbo, the Commission unanimously voted to approve the project under a Negative 2 Determination.

4) Applicant: David Black

File Number: CC14-04

Representative: Bracken Engineering, Inc.

Project Address: 531 Circuit Avenue, Pocasset

Proposed Project: Construct a porch, relocate utilities, and appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Zac Basinski representing – across the street we have a salt marsh, coastal bank and AE Flood Zone. Proposing a new porch and burying utilities. No proposed grade changes on the lot. Porch will be on sauna tubes. Running new underground electric.

No board comment. No public comment.

Brendan Mullaney – flat developed lot. Proposed project outside of 50 FT buffer zone. Utility work within buffer zone but is a replacement of existing. No concerns with the project.

On a motion made by Rob Palumbo and seconded by Betsy Kiebala, the Commission unanimously voted to approve the project under a Negative 2 Determination.

Chm. Gray returned to chair the meeting.

5) Applicant: Jerome & Patricia Cura

File Number: CC14-05

Representative: Paul Matos, G.A.F. Engineering, Inc.

Project Address: 30 Presidents Road, Gray Gables

Proposed Project: Construct two additions and install driveway, including associated grading and site work within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Paul Matos representing – additions to the existing home. In front 4x10 addition on 12” piers (2). Work on the back is closest to the isolated vegetation. Bulk of activity is on the side of the house. Deck will remain, but is primarily a garage addition which will be on a crawl space. 55 FT from adjacent wetland.

Lelito – asked about cutting of trees on the garage side. Applicant’s representative didn’t believe so, but they may have to remove a couple trees.

No board comment. No public comment.

Brendan Mullaney – small isolated wetland adjacent to lot. Working outside the 50 FT buffer zone to wetland, opposite side is flat developed lot. No concerns with the project.

On a motion made by Peter Holmes and seconded by Susan Weston, the Commission unanimously voted to approve the project under a Negative 2 Determination.

7:15) Notices of Intent:

1) Applicant: John & Lori Ricciuti

DEP File Number: SE7-_____

Representative: David R. MacLean & Associates

Project Address: 40 Wenaumet Bluffs Drive, Pocasset

Proposed Project: Raze and rebuild existing dwelling, including landscaping, utilities, and appurtenances within an AE Flood Zone and within 100 feet a Wetland Resource Area 2

David MacLean representing – abutter cards were submitted for the file. Property came on the market, needing major renovation. Assessment made to the existing building, this building was in irreparable condition. Portions of the foundation are breached and failing. A lot of code violations. There is so much water and infiltration on the property. Storage area with concrete floor and water went throughout the house with a lot of black mold. It became apparent that the only real option was to raze the house and rebuild. The proposed structure is within the same basic space as the existing building. The existing foundation represents 1285 SF. Proposed foundation represents 1284 SF. Moved the foundation back 7 FT so front wall of the building is back to where originally built in the 1800s. Moved the steps to the other side of the porch - existing porch and steps are 17.5 FT on the top of the manmade coastal bank. Proposed is 24 FT to top of the manmade coastal bank. We kept the topography the same. The new house will have an open porch which will be the second house in the neighborhood to have an open porch. We have submitted application to the Board of Appeals for lot setbacks and lot coverage. Septic system will be an alternative system because of proximity to the wetland. David Martin is designing the system and has a preliminary layout and location for septic and will be going to the Board of Health in February. There is some expansion towards the street.

No board comment.

Brendan Mullaney – somewhat of standard raze and rebuild but they are trying to keep character and integrate into this neighborhood. House pulled back away from the manmade coastal bank (concrete seawall) and moved closer to the street. Septic will be a vast improvement over existing. No concerns with the project. He can put in conditions that final septic design approved by BOH. Final septic design will be submitted to the board.

Dight Crain, abutter – has no objections with the project except he is concerned with his view. He feels the view is an issue and the moon shaped structure is out of character with the neighborhood.

Chm. Gray – there is nothing in the board's purview regarding view, the board can only review the environmental aspects of the project as they relate to the Wetland Protection Act and Town Bylaw. As far as historic character, this is also not in the board's purview.

Brendan Mullaney – there has been scattered work on the seawalls and some repair work in the neighborhood.

Chm. Gray said at the applicant's request, the meeting will be continued to the next hearing 6/23/14. Weston requested write into conditions that septic plans must be submitted after approval by Board of Health.

Chm. Gray recused himself from discussion and vote and turned the meeting over to V. Chm. Craig Rheinhardt. Ligor also recused himself from discussion and vote.

2) Applicant: Red Brook Homeowners Association, Inc.

DEP File Number: SE7-_____

Representative: Bracken Engineering, Inc.

Project Address: Off Nairn Road, Red Brook Harbor, Cataumet

Proposed Project: Removal and reconstruction of existing licensed pier with a modified pile configuration within a VE Flood Zone and within a Wetland Resource Area

Zack Basinski representing –existing pier was originally built in 1928 and is licensed. Stayed until 1991 and Hurricane Bob destroyed, last 25 FT section destroyed. Homeowners got approval to repair from the Commission. At that time looking to extend and it was approved in 1992 and pier is in current configuration. In October the association looked at the condition of the pier. Based on a structural engineer's report, full replacement was recommended. We are in Velocity Flood Zone, elevation 18. Application was filed with Marine Fisheries with no response. Proposal is to replace and reconstruct and keep current footprint. Looking to install 10 pairs of piers – 11 FT on center which will go from 12" to 8". Work will be from the water. Proposed barge will be brought in. There will be no jetting of piles.

Paul Lelito – asked if possible to install mesh decking to stimulate growth and if applicant had considered. Mr. Basinski stated they could look into this.

No board comment. No public comment.

Brendan Mullaney – original license from 1928. Slight change in design over the years. Old A-frame piles currently exist – this is no longer industry standard and that is what necessitates the new configuration. It will reduce overall amount of piles. Where 4 piles are within the saltmarsh, it is a minor temporary disturbance. Overall standard reconstruction and meets all specifications. DMF has no comments on the project.

James Mulvey – length, width, height and growth would be his questions. Also questions what type of piles. Mr. Basinski states they will be southern yellow pine.

Barbara Frappier – suggested looking into setting a minimum requirement for the CCA pilings.

No further public comments.

At the applicant's request, the hearing will be continued to 1/23/14. Representative will look into grating options for deck and discuss with Association.

Chm. Gray back chairing the meeting, Tom Ligor returns to meeting.

Certificates of Compliance:

1) Applicant: Edward & Valerie Hickey

DEP File Number: SE7-1665

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 80 Captain's Row, Mashnee Island

Proposed Project: Construct an addition and renovate existing dwelling, rebuild and relocate beach stairs, remove paved driveway and install new gravel driveway, plant 8 cedars and buffer plantings, install drywells, repair seawall, replace front steps, remove deck, install stone patio and second story deck, including associated grading landscaping, utilities, and other appurtenances within an AE Flood Zone, within a VE Flood Zone and within 100' of a Wetland Resource Area.

Brendan Mullaney – site visit was conducted and some deviations. Set of beach access stairs close to property line and were removed and reconstructed more towards the center of the property. Difference was there was a landing about the middle of the stairs. Old beach access path not planted or blocked off. Mitigation buffer planting is not as approved covers less than minimum of 600 SF. Buffer planting on coastal bank pruned and not allow to grow to maturity.

Lelito – configuration is different but on the same location? Brendan states no, stairs are in different location

Ms. Frappier – with all the stone it was hard to place the footings for the steps. One aspect will not be done to clean off and repair of the revetment. Mr. Hickey said none of the vegetation has been trimmed or cut or not aware there was prohibition to do so. The only outstanding issue was the mitigation doesn't go end to end as proposed (approximately 40 linear feet).

Discussion held on variations from the original plan. Mitigation was supposed to be 600 SF and is 410 SF.

Mr. Hickey – addressed the plantings by stating when the stairs were taken down, in September. The problem is a fence is in the way and doesn't know where to plant. Applicant has until 2017. He will plant and put in fence. Same plantings and will extend the edge.

Kiebalá moved and seconded by Weston to hold issue of compliance pending mitigation plantings. Kiebalá and Weston withdrew their motions. More discussion revolves around whether the board granted permission to move the steps to the center of the lot. Cannot find plans or record of approval. Weston and Holmes state they remember the request to move the stairs.

Applicant will plant the areas in the spring and come back before the board soon after. At applicant's request, the hearing will be continued to 6/5/14.

2) Applicant: Thomas LeBlanc

DEP File Number: SE7- 1773

Representative: John Churchill, PE, PLS, JC Engineering, Inc.

Project Address: 45-47 Cove Lane, Pocasset

Proposed Project: Construct dwelling, garage, septic system, in-ground pool, and associated utilities and appurtenances within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Brendan Mullaney – minor deviations. Small drainage adjacent to the roadway Japanese knot weed spread with loam. Not having water issues. Put in some wet mix seed mix in the spring. Minor issue. Shell driveway expanded into grass and now pervious driveway. Second deck added which didn't touch the ground. Septic system approved by the Board of Health for installation of pump chamber. Small retaining wall in front was added to stabilize the grade. Stairs to access deck were not constructed but relocated within the footprint of the deck. Trees spread were massed together between the two driveways. Shows pictures of the entire project site to board members. Substantial compliance to the project in his opinion, unless outstanding questions from the board he recommends granting the certificate.

On a motion made by Peter Holmes and seconded by Susan Weston, the Commission unanimously voted to grant Certificate of Compliance.

3) Applicant: Linda Gudas

DEP File Number: SE7-1812

Representative: Bracken Engineering, Inc.

Project Address: 2 Hill Street, Pocasset

Proposed Project: Raze and rebuild single family dwelling and install new septic system, including landscaping, grading, utilities, and appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Brendan Mullaney – site visit was conducted and found to be in compliance.

On a motion made by Rob Palumbo and seconded by Susan Weston, the Commission unanimously voted to grant Certificate of Compliance.

Palumbo moved and seconded by Weston to grant Certificate of Compliance. Unanimous vote.

Other Business:

► Reissue of Order of Conditions File SE7-1874 and Certificate of Compliance File SE7-1707

Brendan Mullaney – same project. One compliance and one OOC. They were not picked up and destroyed. Talked to the representative and will get fresh copies to record at the Registry. Same date of issuance.

▶ Vote – Excuse Absent Members, if necessary

▶ Approval of Minutes – November 21, 2013

Lelito moved and seconded by Kiebala to approve minutes of 11/21/13 as submitted.

Unanimous vote. Weston abstained.

▶ Any other business that may legally come before the Commission

▶ Report of the Conservation Agent

▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99

▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

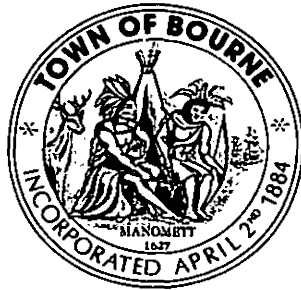
Adjourn

Kiebala moved and seconded by Craig Rheinhardt to adjourn. Meeting adjourned at 8:45 PM.

Unanimous vote.

Respectfully submitted,

Lisa Groezginer, sec.



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TOWN CLERK'S OFFICE
BOURNE, MASS

CONSERVATION COMMISSION AGENDA

Thursday, January 23, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Notices of Intent:

- 1) **Applicant:** Daniel & Maureen Flatley **DEP File Number:** SE7-
Representative: Holmes and McGrath, Inc.
Project Address: 9 Gull Lane, Cataumet (Scraggy Neck)
Proposed Project: Demolish and remove existing dwelling and construct single family home with attached garage, Title V septic system, utility installation, selective vista clearing and maintenance, and all associated clearing, grading, and landscaping within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

- 2) **Applicant:** John & Kathryn Pearce **DEP File Number:** SE7-
Representative: Holmes and McGrath, Inc.
Project Address: 75 Winsor Road, Cataumet
Proposed Project: Install and maintain underground natural gas, electric, and water utility services within a VE Flood Zone, within 100 feet of a Wetland Resource Area, and within a Wetland Resource Area

- 3) **Applicant:** Ladd Homes LLC **DEP File Number:** SE7-
Representative: SAME
Project Address: 26 Shore Road, Bourne Village
Proposed Project: Construct single family home with attached garage, Title V septic system, utility installation, and all associated clearing, grading, and landscaping within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 4) **Applicant:** Francis & Helen Fistori **DEP File Number:** SE7-
Representative: JC Engineering, Inc.
Project Address: 23 Nick Vedder Road, Buzzards Bay
Proposed Project: Remove and replace an existing sloped concrete block revetment with new stone revetment within an AE Flood Zone and within a Wetland Resource Area (Coastal Bank)

- 5) **Applicant:** John & Lori Ricciuti **DEP File Number:** SE7-
Representative: David R. MacLean & Associates
Project Address: 40 Wenaumet Bluffs Drive, Pocasset
Proposed Project: Raze and rebuild existing dwelling, including landscaping, utilities, and appurtenances within an AE Flood Zone and within 100 feet a Wetland Resource Area
(Continued from January 9, 2014)

- 6) **Applicant:** Red Brook Homeowners Association, Inc. **DEP File Number:** SE7-1880
Representative: Bracken Engineering, Inc.
Project Address: Off Nairn Road, Red Brook Harbor, Cataumet
Proposed Project: Removal and reconstruction of existing licensed pier with a modified pile configuration within a VE Flood Zone and within a Wetland Resource Area
(Continued from January 9, 2014)

Request to Amend Order of Conditions:

- 1) **Applicant:** Harborside Construction **DEP File Number:** SE7- 1768
Representative: Jeffrey Ryther, PE, BSS Design
Project Address: 450 Wings Neck Road, Pocasset
Proposed Project: Amend Order of Conditions to add a platform, ladder, and stairs to an existing stone groin within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Request to Extend Order of Conditions:

- 7) **Applicant:** Town of Bourne Open Space Committee **DEP File Number:** SE7-1603
Representative: SAME
Project Address: Sandy Pond Rd., Bournedale
Proposed Project: Construct a roadway and parking area with associated grading, utilities and a subsurface drainage system within 100' of a Wetland Resource Area

Other Business:

- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Approval of Minutes – December 5, 2013

- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

CONSERVATION COMMISSION MINUTES

Thursday, January 23, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

Chm. Gray called meeting to order at 7:00 pm and explained the Commission's procedure pursuant to the Wetland Protection Act M.G.L. c. 131, s. 40 and the Bourne Wetland Protection Bylaw Article 3.7.

Note: Chm. Gray addresses the audience in regards to recording a public hearing. If anyone wishes to record a public meeting, they are free to do so, however, it must be known by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting.

Members present: Chm. Bob Gray, V. Chm. Martha Craig Rheinhardt, Betsy Kiebala, Rob Palumbo, Susan Weston, and alternate member Thomas Ligor

Members Absent: Peter Holmes and Paul Lelito

Notices of Intent:

1) Applicant: Daniel & Maureen Flatley

DEP File Number: SE7- 1882

Representative: Holmes and McGrath, Inc.

Project Address: 9 Gull Lane, Cataumet (Scraggy Neck)

Proposed Project: Demolish and remove existing dwelling and construct single family home with attached garage, Title V septic system, utility installation, selective vista clearing and maintenance, and all associated clearing, grading, and landscaping within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

Raúl Lizardi-Rivera representing: proposing to demolish existing house and construct new house with a new Title V to the north of the property closest to the cul-de-sac. The only work proposed within 100 FT of the beach is vista pruning to take advantage of the site view from the dwelling. Keeping vegetation to a minimum of 3 FT in height. All roof run off is directed to drywells. Driveway is made of impervious material. The house was built in 1968.

Ligor – asked how many trees were being removed and if it was necessary. A total of 28 trees are to be cut down which are cedar trees with no plans to replant or spade at this point.

Brendan Mullaney – has no major concerns with the actual house as it is a substantial distance from the resource area and the new septic is an improvement over existing conditions. There have been trees along the footpath already cut and removed, noted during a recent site visit. He doesn't see a need to take down all the trees within the 100 FT buffer zone to the coastal beach. It is the discretion of the board to allow all removal.

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TOWN CLERK'S OFFICE
BOURNE, MASS

Chm. Gray – suggested to the applicant the nine (9) remaining cedars be moved outside the line of sight. The applicant is okay with that. Spading the trees was suggested also. Applicant will replace the trees if necessary as spading will disrupt the area.

Brendan Mullaney – the trees vary in size between 4-6 FT and 8-10 FT. Some are difficult to spade and would recommend to replant.

No further board comment. No public comment.

Palumbo moved and seconded by Weston to close the public hearing. Unanimous vote.

***Brendan Mullaney – Draft Order of Conditions: All General Conditions, Special Conditions pursuant to MGL, Chapter 131, Section 40 1-6, 9, 10-12, 16-24 and Special Conditions pursuant to the Bylaw 4,6,7,8,9, Additional Special Conditions: ASC-1) All trees removed within the 100 foot Buffer Zone must be replaced at a 1:1 ratio (per caliper inch) outside of the vista viewshed.

Kiebala moved and seconded by Weston to move Draft Order of Conditions to Final Order of Conditions. Unanimous vote.

2) Applicant: John & Kathryn Pearce

DEP File Number: SE7-1883

Representative: Holmes and McGrath, Inc.

Project Address: 75 Winsor Road, Cataumet

Proposed Project: Install and maintain underground natural gas, electric, and water utility services within a VE Flood Zone, within 100 feet of a Wetland Resource Area, and within a Wetland Resource Area

Raúl Lizardi-Rivera representing: proposed work for utility services installed to existing residence. The seasonal house will be remodeled for year-round use requiring new electric, water, and gas to the facility. There will be direct drilling under bridge carrier to provide water service to the house. There will be new service added to the existing conduits for the electrical work. Applicant is proposing to install a hydrant to service. The hydrant can be a condition in the application. The dwelling currently has town water but the service is on the surface for hundreds of feet.

Kiebala – asked where is the closest hydrant? There is a hydrant on Windsor Road. The house was built in 1881. Applicant is working with the Bourne Water Department on the water installation. By upgrading water service, applicant is offering to not just dig and back fill the trench but to extend 6" to the main pipe and expand to other house next door at their expense.

No further board comments.

Brendan Mullaney – no actual alteration or disruption will be in the resource areas. Digging will be in the existing gravel road. Overall the project will be beneficial and will get the old pipe out

of the marsh. Letter to the Dept. of Marine Fisheries was sent and read into the record - their comments can be added to the Order as part of the conditions. This included a frac out plan for the drilling work and a comprehensive contingency plan for said frac out. This is industry standard.

The contractor handed a contingency plan to Brendan Mullaney.

No board comment. No public comments.

Palumbo moved and seconded by Weston to close the public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: All General Conditions, Special Conditions pursuant to MGL, Chapter 131, Section 40 1,2,3,9-13,16-24 and Special Conditions pursuant to the Bylaw 7,8,9. Additional Special Conditions: ASC-1) A frac out contingency plan must be followed for proposed horizontal directional drilling operations. This must be done in accordance with the Division of Marine Fisheries comment letter, dated January 21, 2014 and the proposed HDD frac out plan submitted in an e-mail from Eric Drew, EW Drew, Inc., dated January 23, 2014, and submitted during the Public Hearing on behalf of the applicant.

Weston moved and seconded by Kiebala to move Draft Notice of Intent to Final Notice of Intent. Unanimous vote.

3) Applicant: Ladd Homes LLC

DEP File Number: SE7-1885

Representative: SAME

Project Address: 26 Shore Road, Bourne Village

Proposed Project: Construct single family home with attached garage, Title V septic system, utility installation, and all associated clearing, grading, and landscaping within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Brendan Mullaney – this hearing was continued at the applicant's request for additional time to review issues with the project. The next scheduled meeting will be on 2/6/14. Chm. Gray advised the public to call ahead to see if project will be presented on said date.

At this time, Chm. Gray recused himself from discussion and vote of Item #4 and turned the meeting over to V. Chm. Craig Rheinhardt.

4) Applicant: Francis & Helen Fistori

DEP File Number: SE7- 1884

Representative: JC Engineering, Inc.

Project Address: 23 Nick Vedder Road, Buzzards Bay

Proposed Project: Remove and replace an existing sloped concrete block revetment with new stone revetment within an AE Flood Zone and within a Wetland Resource Area (Coastal Bank)

Mr. John Churchill representing with Mr. Don Perry from Pinnacle – looking to replace the concrete revetment with a stone revetment to maintain the bank in a better manner going onto the beach.

Mr. Don Perry – he has received Board of Selectmen approval for easement for access and to protect the property while under construction. This is the same design concept from a construction standpoint similar to projects in the Sagamore Beach area. Seeking to access through Electric Avenue. Heavy rubber mats will be used and will leave the site at an equal or greater condition than started. The timeline is between 4-6 weeks which is a narrower window due to the tides. The 12" drainage pipe will be fully protected.

Brendan Mullaney – suggested a walk through before the start of the project and the beach to be left in the same condition as it was.

The existing steps will be replaced and the vegetation will be removed up to the top of the tow. Proposing on the slope to add creeping juniper.

Brendan Mullaney – main concern with the project is that there is minimal impact to the beach. Applicant will use the boat ramp to access the area. The drainage pipe is a concern. The boat ramp itself is of concern as it is made of old concrete slabs and only has a 4" overlay; it is not as structurally sound as it should be. He suggested meeting before the project begins with himself and the DPW Superintendent. He will reference methodology and access during the course of the project.

No board comments.

Gary Maloney, abutter – asked what the revetment will be made of. Large boulders will be used. Stock piling of materials will stay on the property until the project is complete.

Equipment will be moved down to the town beach overnight, where it will be left on the sand above the mean high water line. Questions raised about equipment on beach. Brendan Mullaney states this is the only option to avoid impacts to the boat ramp, paved roadway, and drainage system in the parking lot.

No further public comment.

Palumbo moved and seconded by Weston to close the public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: All General Conditions, Special Conditions pursuant to MGL, Chapter 131, Section 40 1,2,3,12,13,15-24 and Special Conditions pursuant to the Bylaw 7,8,9 to the bylaw. Additional Special Conditions: ASC-1) Project must adhere to conditions set forth in Temporary Access Easement granted by Bourne Board of Selectmen.

ASC-2) Any damage occurring on town property to Wetland Resource Areas, coastal access facilities, and/or other town owned infrastructure are the sole responsibility of applicant and contractor and must be repaired or replaced to original condition.

ASC-3) Project must adhere to document titled "Method of Construction & Protection of Beach/Access", submitted by Pinnacle Site Contractors at Public Hearing on behalf of applicants. and Special Conditions granted by the Board of Selectmen – damage to the town infrastructure to be repaired to original state and referencing methodology filed by the contractor.

Palumbo moved and seconded by Weston to move Draft Notice of Intent to Final Notice of Intent. Unanimous vote.

At this time, V. Chm. Craig Rheinhardt turned the meeting back over to Chm. Gray.

5) Applicant: John & Lori Ricciuti

DEP File Number: SE7-1881

Representative: David R. MacLean & Associates

Project Address: 40 Wenaumet Bluffs Drive, Pocasset

Proposed Project: Raze and rebuild existing dwelling, including landscaping, utilities, and appurtenances within an AE Flood Zone and within 100 feet a Wetland Resource Area
(Continued from January 9, 2014)

Brendan Mullaney – hearing was continued for file number only. He has received letters of support of the project from two other abutters.

Weston moved and seconded by Kiebala to close the public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: All General Conditions, Special Conditions pursuant to MGL, Chapter 131, Section 140 1-6, 9,10,12,13,16-24 and Special Conditions pursuant to the Bylaw 7,8,9.

Weston moved and seconded by Kiebala to move Draft Notice of Intent to Final Notice of Intent. Unanimous vote.

At this time Chm. Gray recused himself from discussion and vote as well as Tom Ligor and handed meeting over to V. Chm. Craig Rheinhardt.

6) Applicant: Red Brook Homeowners Association, Inc.

DEP File Number: SE7-1880

Representative: Bracken Engineering, Inc.

Project Address: Off Nairn Road, Red Brook Harbor, Cataumet

Proposed Project: Removal and reconstruction of existing licensed pier with a modified pile configuration within a VE Flood Zone and within a Wetland Resource Area

(Continued from January 9, 2014)

Mr. Zac Baskinski representing – continued for clarification of the size of the piling which is 12” and the type of material decking to be no more than ¾ ”-1” width between the boards.

Brendan Mullaney – handed a sample of the material that was considered but ultimately they chose to use traditional PT decking. It is his opinion that the applicants have sufficiently addressed the decking and pile issues - beyond that, hearing was continued for receipt of file number.

Palumbo moved and seconded by Weston to close the public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: All General Conditions, Special Conditions pursuant to MGL, Chapter 131, Section 40 1,2,3,5,9,12,13,16-24 and 30-41 all relating to docks, piers and floats and Special Conditions pursuant to the Bylaw 7,8,9.

Weston moved and seconded by Kiebala to move Draft Notice of Intent to Final Notice of Intent. Unanimous vote.

Request to Amend Order of Conditions:

1) Applicant: Harborside Construction

DEP File Number: SE7- 1768

Representative: Jeffrey Ryther, PE, BSS Design

Project Address: 450 Wings Neck Road, Pocasset

Proposed Project: Amend Order of Conditions to add a platform, ladder, and stairs to an existing stone groin within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Jeff Ryther representing – looking to amend by adding a 6’x9’ connector between two swim ladders in the center of the groin. Under DEP guidance, applicant can make an amendment to said license. The platform will stay and both ladders will come off. The rails will be left in place (stainless steel) and wooden stairway will be fastened to the stainless rails.

Chm: Gray – asked about the type of anchoring. They will drill into existing stones with an epoxy used going into the handrails.

Weston – would like to see a removal platform and aluminum material used for the platform.

William McDermott, representing property owner – states he has no problem using other material

Brendan Mullaney – can use wood but it will be heavy.

Chm. Gray – would like to see the platform seasonal.

An abutter who didn't state her name is in favor of this proposal.

No further board comment. No public comment.

Weston moved and seconded by Palumbo to grant Amendment with the condition of the structure being seasonal. Unanimous vote.

Request to Extend Order of Conditions:

1) Applicant: Town of Bourne Open Space Committee

DEP File Number: SE7-1603

Representative: SAME

Project Address: Sandy Pond Rd., Bournedale

Proposed Project: Construct a roadway and parking area with associated grading, utilities and a subsurface drainage system within 100' of a Wetland Resource Area

Brendan Mullaney – this is an Open Space Committee (OSC) request order for three (3) years to allow additional time to implement the project which will begin in the near future.

Weston moved and seconded by Kiebala to grant Extend Order of Condition. Unanimous vote.

Other Business:

▶ **Vote – Excuse Absent Members, if necessary**

Weston moved and seconded by Kiebala to excuse members Paul Lelito and Peter Holmes. Unanimous vote.

▶ **Approval of Minutes – December 5, 2013**

Kiebala moved and seconded by Weston to approve minutes of 12/5/13 as submitted. Unanimous vote.

▶ **Any other business that may legally come before the Commission**

Brendan Mullaney – the next meeting will be the Shore Road building new property which was continued from tonight. This will be the only hearing for the next meeting. The proposed house is 70 FT from the wetland/vernal pool. He will keep in place unless the applicant is not ready on 2/6/14 in which case will be moved to the 2/20/14 meeting.

▶ **Report of the Conservation Agent**

▶ **Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99**

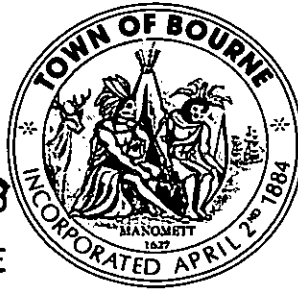
▶ **Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16**

Adjourn

Palumbo moved and seconded by Weston to adjourn. Meeting adjourned at 8:25 pm.
Unanimous vote.

Respectfully submitted,

Lisa Groezinger, sec.



2014 JAN 30 PM 3 13

TOWN CLERK'S OFFICE
BOURNE, MASS

CONSERVATION COMMISSION AGENDA

Thursday, February 6, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

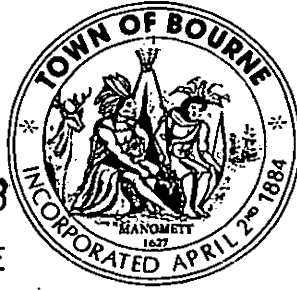
7:00) Notices of Intent:

- 1) **Applicant:** Ladd Homes LLC **DEP File Number:** SE7-1885
Representative: SAME
Project Address: 26 Shore Road, Bourne Village
Proposed Project: Construct single family home with attached garage, Title V septic system, utility installation, and all associated clearing, grading, and landscaping within an AE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from January 23, 2014)

Other Business:

- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Approval of Minutes – December 19, 2013

- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16



2014 JAN 30 PM 3 13

TOWN CLERK'S OFFICE
BOURNE, MASS

CONSERVATION COMMISSION AGENDA

Thursday, February 6, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Notices of Intent:

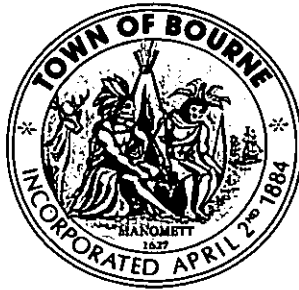
- 1) **Applicant:** Ladd Homes LLC **DEP File Number:** SE7-1885
Representative: SAME
Project Address: 26 Shore Road, Bourne Village
Proposed Project: Construct single family home with attached garage, Title V septic system, utility installation, and all associated clearing, grading, and landscaping within an AE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from January 23, 2014)

Other Business:

- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Approval of Minutes – December 19, 2013
- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MG Chapter 131 § 10 and 310, 2MR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.05

Cancelled

2014 FEB 6 PM 2 20
TOWN CLERK'S OFFICE
BOURNE, MASS



CONSERVATION COMMISSION AGENDA

Thursday, February 20, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

2014 FEB 13 AM 10 48
TOWN CLERK'S OFFICE
BOURNE, MASS

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** David Sampson **File Number:** CC14-06
Representative: SAME
Project Address: 429 Barlows Landing Road, Pocasset
Proposed Project: Rebuild existing porch and basement entrance and construct new deck within an AE Flood Zone
Hearing Under State Act Only

7:05) Notices of Intent:

- 1) **Applicant:** R.W. Joy Construction, Inc. **DEP File Number:** SE7-
Representative: Warwick & Associates, Inc.
Project Address: 10 Cleveland Circle, Gray Gables
Proposed Project: Construct single family dwelling, including Title V septic system, utility installation, and all associated clearing, grading, landscaping and appurtenances within an AE Flood Zone
Hearing Under State Act Only
- 2) **Applicant:** Ladd Homes LLC **DEP File Number:** SE7-1885
Representative: SAME
Project Address: 26 Shore Road, Bourne Village
Proposed Project: Construct single family home with attached garage, Title V septic system, utility installation, and all associated clearing, grading, and landscaping within an AE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from February 6, 2014)

Other Business:

- ▶ Joint meeting with Board of Selectmen & Planning Board - Tuesday, February 25, 2014, 6:15PM to discuss the possible sale, retention or transfer of tax title properties
- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Approval of Minutes – December 19, 2013 & January 9, 2014

- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

CONSERVATION COMMISSION MINUTES

Thursday, February 20, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

Chm. Gray called meeting to order at 7:00 pm and explained the Commission's procedure pursuant to the Wetland Protection Act M.G.L. c. 131, s. 40 and the Bourne Wetland Protection Bylaw Article 3.7.

2014 MAY 9 AM 11 59

Note: Chm. Gray addresses the audience in regards to recording a public hearing. If anyone wishes to record a public meeting, they are free to do so, however, it must be known by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting.

TOWN CLERK'S OFFICE
BOURNE, MASS

Members present: Chm. Bob Gray, V. Chm. Martha Craig Rheinhardt, Betsy Kiebala, Paul Lelito and Susan Weston. Alternate member Thomas Ligor also present.

Members excused: Peter Holmes and Rob Palumbo

7:00) Requests for Determination of Applicability:

1) Applicant: David Sampson

File Number: CC14-06

Representative: SAME

Project Address: 429 Barlows Landing Road, Pocasset

Proposed Project: Rebuild existing porch and basement entrance and construct new deck within an AE Flood Zone

Hearing Under State Act Only

Brendan Mullaney – at the request of the applicant, this hearing will be continued.

7:05) Notices of Intent:

1) Applicant: R.W. Joy Construction, Inc.

DEP File Number: SE7-1886

Representative: Warwick & Associates, Inc.

Project Address: 10 Cleveland Circle, Gray Gables

Proposed Project: Construct single family dwelling, including Title V septic system, utility installation, and all associated clearing, grading, landscaping and appurtenances within an AE Flood Zone

Hearing Under State Act Only

Barbara Frappier representing: applicant looking to build a 3-bedroom house with a Title V septic mounded and contained in a concrete wall and 3 FT above grade. The lot is vegetated and will be mostly cleared. The landscaping will focus on high habitat value. Applicant will limit the amount of work around the perimeter due to the size of the lot and the proximity of abutting properties.

Brendan Mullaney – this lot is in flood zone only and there are no other resource areas within 100 feet. This is one of the lots sold as tax title property at the last town auction. This lot is relatively flat and has no real concerns with erosion control. No other concerns with the project.

No further board comment. No public comment.

Lelito moved and seconded by Weston to close public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1-6,9,12,13 and 16-24 Special Conditions 20, 24 continue in perpetuity.

Weston moved and seconded by Kiebalo to Draft Order of Conditions to Final Order of Conditions. Unanimous vote.

2) Applicant: Ladd Homes LLC

DEP File Number: SE7-1885

Representative: SAME

Project Address: 26 Shore Road, Bourne Village

Proposed Project: Construct single family home with attached garage, Title V septic system, utility installation, and all associated clearing, grading, and landscaping within an AE Flood Zone and within 100 feet of a Wetland Resource Area

(Continued from February 6, 2014)

Jack Vaccaro representing: required plan changes have been made and submitted. The area in question is 65,000 SF of land. There is an isolated freshwater wetland to the west of the property and a small wetland adjacent to the shoulder of the railroad to the northwest corner of the property. Applicant will use hay bales for the west side of the construction area. A gravel driveway will be constructed off Shore Road and the septic will be located as far on eastern portion of the property as allowed.

Brendan Mullaney – visited the site with Chm. Gray and it was snow covered. Both agreed with the flagging on the first day for the V-100 series flags. However, they observed another area that warranted further investigation and appeared to be a small vegetated wetland. He requested to revise the plan and flag. He recommends adding a condition stating a 50 FT buffer remain in its natural state in perpetuity. No other regulatory restrictions can be put on project based on the resource areas.

No further board comment. No public comment.

Weston moved and seconded by Kiebalo to close public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1-6,9,10,12,13,16-24 and Special Conditions 4,5,6,7,8,9 to the bylaw and Special Condition a 50 FT buffer from vegetated wetlands designated a 'no touch' area as shown on the plan of record dated 2/20/14 and to remain in perpetuity. The Commission will request applicant come in for compliance.

Kiebala moved and seconded by Weston to Draft Order of Conditions to Final Order of Conditions. Unanimous vote.

Other Business:

▶ Joint meeting with Board of Selectmen & Planning Board - Tuesday, February 25, 2014, 6:15 PM to discuss the possible sale, retention or transfer of tax title properties is postponed tentatively to 3/11/14 per Brendan Mullaney.

Brendan Mullaney – due to a possible conflict, he may reschedule the meetings for in April and May for the 2nd and 4th Thursdays rather than the 1st and 3rd. There are 5 Thursdays in May so this shouldn't be a problem – discussion among members regarding schedules and possible conflicts.

▶ Vote – Excuse Absent Members, if necessary

Lelito moved and seconded by Kiebala to excuse absent members Holmes and Palumbo. Unanimous vote.

▶ Approval of Minutes – December 19, 2013 & January 9, 2014

Lelito moved and seconded by Kiebala to approve minutes of 12/19/13 as submitted. Unanimous vote.

Weston moved and seconded by Kiebala to approve minutes of 1/9/14 as submitted.

Unanimous vote.

▶ Any other business that may legally come before the Commission

▶ Report of the Conservation Agent

▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99

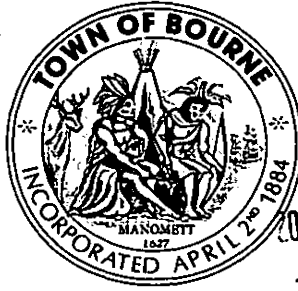
▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

Adjourn

Lelito moved and seconded by Weston to adjourn. Meeting adjourned at 7:35 pm. Unanimous vote.

Respectfully submitted,

Lisa Groezinger, sec.



2014 FEB 28 AM 10 43

TOWN CLERK'S OFFICE

BOURNE, MASS

CONSERVATION COMMISSION AGENDA

Thursday, March 6, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Mary Keenan **File Number:** CC14-07
Representative: Collins Civil Engineering Group, Inc.
Project Address: 597 Circuit Avenue, Pocasset
Proposed Project: Upgrade to new Title V septic system within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 2) **Applicant:** MassDOT Rail & Transit Division **File Number:** CC14-08
Representative: Jacobs Engineering Group, Inc.
Project Address: 70 Main Street, Buzzards Bay
Proposed Project: Construct a bicycle platform and relocate a switch point derail within an AE Flood Zone
Hearing Under State Act Only

- 3) **Applicant:** Michael & Donna Pascarella **File Number:** CC14-09
Representative: SAME
Project Address: 55 Monument Neck Road, Gray Gables
Proposed Project: Construct a garage and deck within an AE Flood Zone
Hearing Under State Act Only

- 4) **Applicant:** David Sampson **File Number:** CC14-06
Representative: SAME
Project Address: 429 Barlows Landing Road, Pocasset
Proposed Project: Rebuild existing porch and basement entrance and construct new deck within an AE Flood Zone
Hearing Under State Act Only
(Continued from February 20, 2014)

7:15) **Notices of Intent:**

- 1) **Applicant:** Roderick & Murphy O'Flaherty **DEP File Number:** SE7-
Representative: Allen & Major Associates, Inc.
Project Address: Circuit Avenue / Bassetts Island, Pocasset
Proposed Project: Install a water service via directional drilling from Circuit Avenue to Bassetts Island within AE and VE Flood Zones, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

Other Business:

- ▶ Change of meeting dates for April and May
- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Approval of Minutes – January 23, 2014

- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

CONSERVATION COMMISSION MINUTES

Thursday, March 6, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

Chm. Gray called meeting to order at 7:00 pm and explained the Commission's procedure pursuant to the Wetland Protection Act M.G.L. c. 131, s. 40 and the Bourne Wetland Protection Bylaw Article 3.7.

Note: Chm. Gray addresses the audience in regards to recording a public hearing. If anyone wishes to record a public meeting, they are free to do so, however, it must be known by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting.

Members present: Chm. Bob Gray, V. Chm. Martha Craig Rheinhardt, Betsy Kiebala, Rob Palumbo and Susan Weston. Alternate member Thomas Ligor also present.

Members excused: Peter Holmes and Paul Lelito

Requests for Determination of Applicability:

Applicant: Mary Keenan
File Number: CC14-07
Representative: Collins Civil Engineering Group, Inc.
Project Address: 597 Circuit Avenue, Pocasset
Proposed Project: Upgrade to new Title V septic system within an AE Flood Zone and within 100 feet of a Wetland Resource Area

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 TOWN CLERK'S OFFICE
 BOURNE, MASS.

Mr. Klenert representing – upgrade to septic with a 1500 gallon tank inside. A portion of the septic system will be in the flood zone.

Brendan Mullaney – this is a flat developed lot on Circuit Ave. This is an upgrade over existing conditions. No concerns with the project.

No board comment. No public comment.

Palumbo moved and seconded by Kiebala a Negative Two Determination. Unanimous vote. Weston abstained.

Applicant: MassDOT Rail & Transit Division
File Number: CC14-08
Representative: Jacobs Engineering Group, Inc.
Project Address: 70 Main Street, Buzzards Bay
Proposed Project: Construct a bicycle platform and relocate a switch point derail within an AE Flood Zone
 Hearing Under State Act Only

Lars Carlson of Jacobs Engineering – all work is within a flood zone and is outside the 100 FT buffer to the top of bank. Proposing a bicycle platform and to relocate a switch point derail.

Brendan Mullaney – this is a straightforward project. All proposed work is outside any jurisdictional buffer zone, it is in a flood zone. It is a relatively flat area and no concerns with project.

No board comment. No public comment.

Kiebala moved and seconded by Weston a Negative Two Determination. Unanimous vote.

Applicant: Michael & Donna Pascarella
File Number: CC14-09
Representative: SAME
Project Address: 55 Monument Neck Road, Gray Gables
Proposed Project: Construct a garage and deck within an AE Flood Zone
Hearing Under State Act Only

Mike Pascarella representing – the proposed deck will be 20'x22' off the existing three-season porch to the back of the house. The septic is out back. The garage will be a future project, obtaining appropriate location. Applicant will apply for a variance in the future.

Brendan Mullaney – this project is in a flood zone only. This is a flat, developed lot and no concerns with the project.

No board comment. No public comment.

Craig Rheinhardt moved and seconded by Weston a Negative Two Determination. Unanimous vote.

Applicant: David Sampson
File Number: CC14-06
Representative: SAME
Project Address: 429 Barlows Landing Road, Pocasset
Proposed Project: Rebuild existing porch and basement entrance and construct new deck within an AE Flood Zone
Hearing Under State Act Only
(Continued from February 20, 2014)

Continued at request of applicant to 3/20/14.

Notices of Intent:

Applicant: Roderick & Murphy O'Flaherty
DEP File Number: SE7- 1887
Representative: Allen & Major Associates, Inc.
Project Address: Circuit Avenue / Bassetts Island, Pocasset
Proposed Project: Install a water service via directional drilling from Circuit Avenue to Bassetts Island within AE and VE Flood Zones, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

Phil Cordeiro representing – the water service will use a 2-inch water line. Applicant is working with DEP, Army Corp and Natural Heritage. He is here to get some feedback from the board.

The existing house is serviced by wells and draws off a fresh water lens. Over the last several years they have been compromised. Applicant has had some problems with the well and is looking for a long term situation.

Proposed work includes a 2-inch line along Circuit Ave. Drilling will be done under the harbor with a depth being no closer to the bottom of the harbor than 6 FT. Drilling will be monitored. Work is not fully coordinated with contractors at this time. Applicant spoke with the potential driller and was told about the possibility of fracking out. Applicant will respond to the fisheries in New Bedford and will supply information to Brendan Mullaney.

Chm. Gray – asked what would happen if large boulders were found while drilling. Applicant stated if any were encountered, they would which pull back and avoid. If drilling and hit one, intend to go under. Chm. Gray asked how much staging will be done on location. All work done will be on the back of a truck. All vehicles will be standard road-sized vehicles.

The timeline of work would be one week.

Brendan Mullaney – has discussed potential for future dredging of the area, there is not a lot of opportunity for sediment build up. Tim Mullen and Micheal Leitzel are comfortable with the 6 FT depth.

No further board comments.

Brendan Mullaney – Atty. Bob Troy's opinion that the project will need an easement to permanently install a meter pit on town land and run the line under conservation land. The easement will require a Town Meeting vote. There is a Special Town Meeting in May, the deadline is two weeks from now. Brendan Mullaney recommended applicant to coordinate with all parties involved.

Chm. Gray – the Annual Town Meeting is on 5/5/14. The applicant's representative is taking a calculative risk to be on the Town Warrant. On the other hand, he would lose a year. He recommended the project be done before the first two weeks of June.

Brendan Mullaney – if there is a file number in the near future, the board may want to issue prior to Town Meeting and may be beneficial to the applicant. It would be subject to any terms of the easement.

Mr. Mulvey – raised issues about the water pressure and suggested the applicant work collectively with the Water Department and the board.

Mr. Rod O’Flaherty, project applicant– would like to go in with other houses. Three of houses are currently for sale and are not moving. Renters start at the end of June.

Palumbo moved and seconded by Weston to continue meeting to 3/20/14. Unanimous vote.

Mr. Mulvey – asked who owns the water line where goes under public waterway. It would be private ownership from the land base.

Other Business

▶ Change of meeting dates for April and May

Brendan Mullaney handed out the 2014 meeting schedule. He also reminded the board of a 3/18/14 joint meeting with the Planning Board and Selectmen and Conservation Commission at 6:30 pm. There needs to be a quorum of 4 members of the board for that meeting.

▶ Vote – Excuse Absent Members, if necessary

Palumbo moved and seconded by Weston to excuse absent members Peter Holmes and Paul Lelito. Unanimous vote.

▶ Approval of Minutes – January 23, 2014

Weston moved and seconded by Kiebala to approve minutes of 1/23/14 as submitted. Unanimous vote.

▶ Any other business that may legally come before the Commission

▶ Report of the Conservation Agent

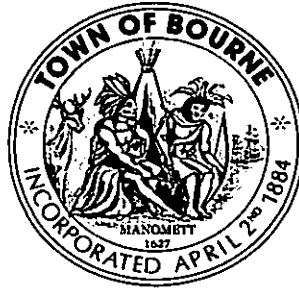
▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99

▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

Adjourn

Kiebala moved and seconded by Weston to adjourn. Meeting adjourned at 8:00 pm. Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.



2014 MAR 12 PM 2 45

TOWN CLERK'S OFFICE

CONSERVATION COMMISSION AGENDA

Thursday, March 20, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

1) **Applicant:** 24 Ram's Head Road LLC **File Number:** CC14-10
Representative: Holmes & McGrath, Inc.
Project Address: 24 Ram's Head Road, Cataumet
Proposed Project: Upgrade to new Title V septic system within an AE and VE Flood Zones

2) **Applicant:** David Sampson **File Number:** CC14-06
Representative: SAME
Project Address: 429 Barlows Landing Road, Pocasset
Proposed Project: Rebuild existing porch and basement entrance and construct new deck within an AE Flood Zone
Hearing Under State Act Only
(Continued from March 6, 2014)

7:05) Notices of Intent:

1) **Applicant:** William & Mary Ann Schultz **DEP File Number:** SE7-
Revocable Living Trust
Representative: G.A.F. Engineering, Inc.
Project Address: 54 Fairview Road, Pocasset
Proposed Project: Remove and reconstruct existing concrete seawall, patio, and retaining walls within AE and VE Flood Zones, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

2) **Applicant:** Roderick & Murphy O'Flaherty **DEP File Number:** SE7-
Representative: Allen & Major Associates, Inc.
Project Address: Circuit Avenue / Bassetts Island, Pocasset
Proposed Project: Install a water service via directional drilling from Circuit Avenue to Bassetts Island within AE and VE Flood Zones, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area
(Continued from March 6, 2014)

Certificates of Compliance :

- 1) **Applicant:** Walter Sullivan **DEP File Number:** SE7- 1777
 Representative: Bracken Engineering, Inc.
 Project Address: 258 Shore Road, Monument Beach
 Proposed Project: Construct garage and driveway within an AE Flood Zone and within the 200 foot Riverfront Area
- 2) **Applicant:** Jeanne and Chris Nerolich **DEP File Number:** SE7-1868
 Representative: Wayne Tavares, Wet Tech Land Design
 Project Address: 98 Lake Drive, Pocasset
 Proposed Project: Reconstruct a failing retaining wall with new segmental block wall, including associated grading and landscaping, within 100 feet of a Wetland Resource Area

Other Business:

- ▶ Possible cancellation of April 3 meeting
- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Approval of Minutes – January 23, 2014

- ▶ Any other business that may legally come before the Commission
- ▶ Report of the Conservation Agent
- ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
- ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

CONSERVATION COMMISSION MINUTES

Thursday, March 20, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

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TOWN CLERK'S OFFICE
BOURNE, MASS

Members present: V. Chm. Martha Craig Rheinhardt, Betsy Kiebala, Paul Lelito and Bob Palumbo. Alternate member Thomas Ligor also present.

Members excused: Chm. Bob Gray, Peter Holmes and Susan Weston

V. Chm. Craig Rheinhardt called meeting to order at 7:00 pm and explained the Commission's procedure pursuant to the Wetland Protection Act M.G.L. c. 131, s. 40 and the Bourne Wetland Protection Bylaw Article 3.7.

Note: V. Chm. Craig Rheinhardt addresses the audience in regards to recording a public hearing. If anyone wishes to record a public meeting, they are free to do so, however, it must be known by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting.

Requests for Determination of Applicability:

- Applicant:** 24 Ram's Head Road LLC
- File Number:** CC14-10
- Representative:** Holmes & McGrath, Inc.
- Project Address:** 24 Ram's Head Road, Cataumet
- Proposed Project:** Upgrade to new Title V septic system within an AE and VE Flood Zone

Timothy Santos, Holmes and McGrath – project is a new septic system within current flood zone, flood zones to be revised with new maps

Brendan Mullaney – explained flood maps go into effect 7/16/14. This project is within the flood zone and there are no other jurisdictional resources within 100 FT of the new system. This is a vast improvement over existing conditions and has no other concerns with the project.

No board comment. No public comment.

Kiebala moved and seconded by Lelito a Negative Two Determination. Unanimous vote.

- Applicant:** David Sampson
- File Number:** CC14-06
- Representative:** SAME
- Project Address:** 429 Barlows Landing Road, Pocasset
- Proposed Project:** Rebuild existing porch and basement entrance and construct new deck within an AE Flood Zone.
Hearing Under State Act Only
(Continued from March 6, 2014)

Mr. Sampson representing – the house was razed to get it out of the flood plain. Applicant is seeking to add a 12'x12' deck on the back with appropriate rails.

Brendan Mullaney – the project is in an AE flood zone, it is a flat, developed lot. He has no other concerns with the project.

No board comment.

John Carroll – asked for clarification of the additional work.

Brendan Mullaney – a small portion of the work is an after-the-fact filing from building a deck. There wouldn't be any concerns from the board's aspect.

Kiebala moved and seconded by Lelito a Negative Two Determination. Unanimous vote.

Notices of Intent:

Applicant: William & Mary Ann Schultz Revocable Living Trust
DEP File Number: SE7- 1888
Representative: G.A.F. Engineering, Inc.
Project Address: 54 Fairview Road, Pocasset
Proposed Project: Remove and reconstruct existing concrete seawall, patio, and retaining walls within AE and VE Flood Zones, within a Wetland Resource Area, and within 100 FT of a Wetland Resource Area.

At the request of the applicant, this hearing is continued to the next meeting.

Applicant: Roderick & Murphy O'Flaherty
DEP File Number: SE7- 1887
Representative: Allen & Major Associates, Inc.
Project Address: Circuit Avenue/Bassetts Island, Pocasset
Proposed Project: Install a water service via directional drilling from Circuit Avenue to Bassetts Island within AE and VE Flood Zones, within a Wetland Resource Area and within 100 FT of a Wetland Resource Area.

(Continued from March 6, 2014)

Brendan Mullaney – this hearing was continued for receipt and comment from National Heritage, and the method to pursue with regard to an easement.

National Heritage has no comment. The applicant met with the Selectmen who have agreed to sponsor an article to get on the Warrant for the Town Meeting on 5/5/14 to do the proposed work. The article will still require a vote at town meeting.

No other comments. No public comment.

Lelito moved and seconded by Kiebala to close the public hearing. Unanimous vote.
Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1,2,3,9,12,13 and 16-24 Special Conditions to the bylaw 7,8,9 and additional Special Conditions ASC-1) A comprehensive frac out plan must be submitted that outlines response procedures and containment measures if such an event were to occur.

ASC-2) Approval is contingent upon receipt of all other applicable federal, state, and local permits, licenses, etc. This includes a utility easement in accordance with the opinion of Town of Bourne Legal Counsel.

Lelito moved and seconded by Kiebala Draft Order of Conditions to Final Order of Conditions. Unanimous vote.

Certificates of Compliance

Applicant: Walter Sullivan
DEP File Number: SE7-1777
Representative: Bracken Engineering, Inc.
Project Address: 258 Shore Road, Monument Beach
Proposed Project: Construct garage and driveway within an AE Flood Zone and within the 200 ft Riverfront Area.

Brendan Mullaney – a site visit was conducted and reports that the work is completed substantially as proposed. He recommends granting.

Palumbo moved and seconded by Lelito to issue Certificate of Compliance. Unanimous vote.

Applicant: Jeanne and Chris Nerolich
DEP File Number: SE7-1868
Representative: Wayne Tavares, Wet Tech Land Design
Project Address: 98 Lake Drive, Pocasset
Proposed Project: Reconstruct a failing retaining wall with new segmental block wall, including associated grading and landscaping, within 100 feet of a Wetland Resource Area

Brendan Mullaney – a site visit was conducted and found according to the plans submitted, the wall was slightly realigned to keep the oak trees. The project is complete and found to be substantially in compliance, recommends granting.

Palumbo moved and Lelito seconded to issue Certificate of Compliance. Unanimous vote.

Other Business

▶ Brendan Mullaney – there will be no 4/3/14 meeting. The next meeting will be on 4/17/14.

▶ Vote – Excuse Absent Members, if necessary

Palumbo moved and seconded by Lelito to excuse absent members Chm. Gray, Peter Holmes and Susan Weston. Unanimous vote.

Brendan Mullaney – the Joint Meeting of the Selectmen, the Planning Board and the Conservation Commission to discuss Tax Title properties has been scheduled to 3/25/14. A minimum of four (4) members is required for a quorum.

- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

Pinnacle is before the board for comments and discussion of a situation Brendan Mullaney deemed important enough to discuss at tonight's meeting with regard to Indian Trail in Sagamore Beach and the additional erosion on the cliffs and embankments. The land is owned by the town and is in the care, custody and control of the Conservation Commission.

Mr. Don Perry, of Pinnacle – the properties for discussion are 8,10,12,18 and 22 Indian Trail. They have been monitoring erosion and have seen approximately 16 FT of erosion since 1904 and see rapid erosion today due to recent storms, they would like to stabilize the toe of the bank. All five homes are compromised and it has been extremely rapid in the last couple of months.

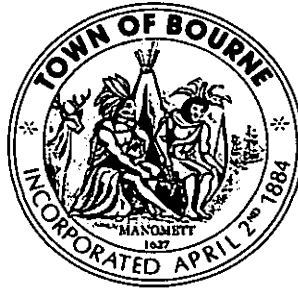
Mr. Mulvey – cautioned the board that there should be no deliberation as he said this discussion is a violation of the Open Meeting Laws. Brendan Mullaney said he saw this as being important enough to bring to the board's attention tonight. No vote will be made tonight. This has to go through procedures and will draft a letter for request of Town Counsel opinion as the land was given to the town with certain legal provisions. He will see if a placeholder article can be added for the Warrant at Town Meeting. He will also look into protocol for signatures/sponsorship for said placeholder.

Additional discussion between the board and contractor regarding the potential project. Board agrees Brendan should request advice and opinion from Counsel.

Adjourn

Kiebala moved and seconded by Lelito to adjourn. Meeting adjourned at 8:10 pm. Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.



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TOWN CLERK'S OFFICE

CONSERVATION COMMISSION AGENDA

Thursday, April 17, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Kenneth Vona **File Number:** CC14-11
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 34 Baxendale Road, Cataumet
Proposed Project: Change existing licensed seasonal wooden dock to aluminum dock and reconfigure end float within an AE Flood Zone and within a Wetland Resource Area

- 2) **Applicant:** Darren Wesson **File Number:** CC14-12
Representative: SAME
Project Address: 56 Fairview Road
Proposed Project: Construct an addition and landing within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 3) **Applicant:** Elaine Balas **File Number:** CC14-13
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 52 Tide Way Road, Pocasset
Proposed Project: Raze and rebuild existing garage and expand deck, including all associated grading, landscaping, and other appurtenances within an AE Flood Zone, within 100 feet of a Wetland Resource Area, and within the 200 foot Riverfront Area

7:10) Notices of Intent:

- 1) **Applicant:** William & Mary Ann Schultz **DEP File Number:** SE7-1888
Revocable Living Trust
Representative: G.A.F. Engineering, Inc.
Project Address: 54 Fairview Road, Pocasset
Proposed Project: Remove and reconstruct existing concrete seawall, patio, and retaining walls within AE and VE Flood Zones, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area
Continued from March 20, 2014

- 2) **Applicant:** Richard & Janis Shepherd **DEP File Number:** SE7-
Representative: Bracken Engineering, Inc.
Project Address: 14 Cannonicus Avenue, Pocasset
Proposed Project: Raze and rebuild existing single family dwelling including all site work, utilities,
and appurtenances within an AE Flood Zone
Hearing Under State Act Only
- 3) **Applicant:** David W. Crane Living Trust **DEP File Number:** SE7-
Representative: Bracken Engineering, Inc.
Project Address: 250 Shore Road, Bourne
Proposed Project: Construct a 1500 square foot addition and associated site driveway work within an
AE Flood Zone
Hearing Under State Act Only
- 4) **Applicant:** Ellen Burns **DEP File Number:** SE7-
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 66 Arlington Drive, Buzzards Bay
Proposed Project: Install a seasonal pier, ramp, and floats within an AE Flood Zone and within a
Wetland Resource Area
- 5) **Applicant:** Dan Maurice & Jim Rossignol **DEP File Number:** SE7-1889
Representative: SAME
Project Address: 550' west of Toby's Island, 4300' southeast of Mashnee Island, and 1700'
northwest of the mouth of the Pocasset River, Monument Beach
Proposed Project: Install and operate a commercial aquaculture operation within a VE Flood Zone
and within a Wetland Resource Area
Hearing Under State Act Only

Certificates of Compliance :

- 1) **Applicant:** William & Evelyn Rhatigan **DEP File Number:** SE7- 1333
Representative: Brett A. Sanidas, Esq.
Project Address: 165 Wings Neck Road, Pocasset
Proposed Project: Perform renovations on existing dwelling and install a new Title V septic system
within a VE Flood Zone and within 100 feet of a Wetland Resource Area

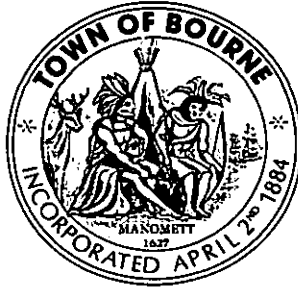
2) **Applicant:** Sean Burke **DEP File Number:** SE7-1451
Representative: Stephen Doyle, Stephen Doyle and Assoc.
Project Address: 6 Long Pond Way, Cataumet
Proposed Project: Construct a new dwelling, septic system, and appurtenances within 100 feet of wetland resource areas.

3) **Applicant:** Richard Prevett **DEP File Number:** SE7-1811
Representative: SAME
Project Address: 829 Shore Road, Pocasset
Proposed Project: Raze and rebuild single family dwelling, including landscaping, grading, utilities, and appurtenances within an AE Flood Zone, within 100 feet of a Wetland Resource Area and within the 200 foot Riverfront Area

Other Business:

- ▶ Indian Trail / Coastal Bank Erosion, Sagamore Beach - Discussion and possible vote on use of town owned Conservation Land by private parties, or other action determined to be necessary
- ▶ Open Meeting Law Complaint – review and discussion
- ▶ Vote – Excuse Absent Members, if necessary

- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16



CONSERVATION COMMISSION AGENDA

Tuesday, April 15, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00 PM: Indian Trail / Coastal Bank Erosion, Sagamore Beach

Discussion and possible vote on use of town owned Conservation Land by private parties, or other action determined to be necessary

2014 APR 11 PM 1 39
TOWN CLERK'S OFFICE
BOURNE, MASS

2014 MAY 30 AM 9 17

CONSERVATION COMMISSION MINUTES

Thursday, April 17, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall
TOWN CLERK'S OFFICE
BOURNE, MASS

Members present: Chm. Bob Gray, Betsy Kiebala, Rob Palumbo, Peter Holmes, and alternate member Thomas Ligor.

Members excused: V. Chm. Martha Craig Rheinhardt, Paul Lelito and Susan Weston

Note this meeting is being televised and recorded. If anyone in the audience is recording or videotaping, they need to acknowledge such at this time – Michael Rausch recording tonight.

Chm. Gray called meeting to order at 7:00 pm and explained the Commission's procedure pursuant to the Wetland Protection Act M.G.L. c. 131, s. 40 and the Bourne Wetland Protection Bylaw Article 3.7.

Note: Chm. Gray addresses the audience in regards to recording a public hearing. If anyone wishes to record a public meeting, they are free to do so, however, it must be known by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting.

7:00) Requests for Determination of Applicability:

<u>Applicant:</u>	Kenneth Vona
<u>File Number:</u>	CC14-11
<u>Representative:</u>	Barbara Frappier, Warwick & Associates, Inc.
<u>Project Address:</u>	34 Baxendale Road, Cataumet
<u>Proposed Project:</u>	Change existing licensed seasonal wooden dock to aluminum dock and reconfigure end float within an AE Flood Zone and within a Wetland Resource Area

Chm. Gray advised members in the audience that he has a common client with Warwick & Associates, Inc. through his company and would recuse himself from discussion and vote should there be any issue. No issue.

Ms. Frappier representing – applicant seeks to replace the wooden dock with an aluminum ramp with a composite float system. He seeks a minor modification to reconfigure the shape of the float which doesn't increase the overall footprint of the project. The composite is for durability and it is less disruptive to the actual land under the ocean. The open grating is aluminum.

Brendan Mullaney – this is a structure legally licensed in the same basic footprint which the DEP will allow, he feels it is not a major deal to push the pier out slightly further. The project seems like a modern version of most of the seasonal piers in town where it is easier to put in and take

out. The only issue is ½ ft less water with reconfiguration, not a huge deal but something to just consider.

No further board comment. No public comment.

Holmes moved and seconded by Kiebala a Negative Two Determination. Unanimous vote.

Applicant: Darren Wesson
File Number: CC14-12
Representative: SAME
Project Address: 56 Fairview Road
Proposed Project: Construct an addition and landing within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Mr. Wesson representing – applicant is seeking to construct an addition and landing going down on each side on the ocean which involves footings as well. Applicant is seeking to square off house for a storage unit.

Brendan Mullaney – this is a fairly small project. The added footings and landing is in the flood zone and is not closer to resource that exists. No concerns with the project.

No board comment. No public comment.

Kiebala moved and seconded by Holmes a Negative Two Determination. Unanimous vote.

Applicant: Elaine Balas
File Number: CC14-13
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 52 Tide Way Road, Pocasset
Proposed Project: Raze and rebuild existing garage and expand deck, including all associated grading, landscaping, and other appurtenances within an AE Flood Zone, within 100 feet of a Wetland Resource Area, and within the 200 foot Riverfront Area

Chm. Gray advised members in the audience that he has a common client with Warwick & Associates, Inc. through his company and would recuse himself from discussion and vote should there be any issue. No issue.

Ms. Frappier representing – The square footage will be appended to the deck and the deck will be widened. Applicant is reducing garage for the deck to be expanded.

Brendan Mullaney – because the proposed project is in the flood zone, it necessitates filing. It is a relatively flat lot. The project meets all criteria. No concerns with the project.

No board comment. No public comment.

Palumbo moved and seconded by Kiebala a Negative Two Determination. Unanimous vote.

7:10) Notices of Intent:

<u>Applicant:</u>	William & Mary Ann Schultz Revocable Living Trust
<u>DEP File Number:</u>	SE7-1888
<u>Representative:</u>	G.A.F. Engineering, Inc.
<u>Project Address:</u>	54 Fairview Road, Pocasset
<u>Proposed Project:</u>	Remove and reconstruct existing concrete seawall, patio, and retaining walls within AE and VE Flood Zones, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

Continued from March 20, 2014

Bill Madden representing – applicant seeking to replace existing seawall and other structures. Some footings that were added over time as well as buttresses. Applicant is proposing to remove all additional structures, concrete buttresses, stairs and footing (apron) in front of the wall. The patio is constructed and tiered to the back yard. Applicant is replacing the cobble on the side wing walls. Applicant submitted a Chapter 91 license with the DEP. Applicant seeks to eliminate concrete stairs and use wood stairs. Applicant would like to use Brazilian ipe wood vs. pressure treated or concrete.

Ligor – asked how they are proposing to break up the concrete. Applicant will use a hydraulic splitter or a jack hammer. There is limited access and will start at the seaward side but will leave it to the contractor. The house was built in 1960.

Brendan Mullaney – the wall is in serious disrepair. Most of the shore in this area is armored. The wall and structure has existed for a long time, something definitely needs to be done. He asked the applicant what kind of machine would be used down there. A small kabota and/or a bobcat to be used to assist by bucket and get into a 10 wheel dump. The DEP came with some comments (Chapter 91 license which has been addressed, general permit category 1 – didn't speak to anyone yet).

Brendan Mullaney – suggested the applicant speak to someone and get in writing as soon as possible to get in motion. There was a diagram of a little dam for erosion control. The applicant said depending on the contractor, they would excavate for the footing. Methodology can be incorporated into the Notice of Intent, but it is on the plans.

Ms. Frappier – requested applicant do research on the ipe wood. There is much destruction for in the rainforest to obtain the ipe.

Holmes moved and seconded by Palumbo to close the public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1,2,3,5,9,10,12-13 16-24 and 16-24 Special Conditions to the Bylaw 7,8,9 and add Special Condition 20-24 to continue in perpetuity.

Holmes moved and seconded by Kiebalo to move Draft Notice of Intent to Final Notice of Intent. Unanimous vote.

Applicant: Richard & Janis Shepherd
DEP File Number: SE7-
Representative: Bracken Engineering, Inc.
Project Address: 14 Cannonicus Avenue, Pocasset
Proposed Project: Raze and rebuild existing single family dwelling including all site work, utilities, and appurtenances within an AE Flood Zone
Hearing Under State Act Only

Continued to the next meeting per request of the applicant.

Applicant: David W. Crane Living Trust
DEP File Number: SE7-
Representative: Bracken Engineering, Inc.
Project Address: 250 Shore Road, Bourne
Proposed Project: Construct a 1500 square foot addition and associated site driveway work within an AE Flood Zone
Hearing Under State Act Only

Continued to the next meeting per request of the applicant.

Applicant: Ellen Burns
DEP File Number: SE7-
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 66 Arlington Drive, Buzzards Bay
Proposed Project: Install a seasonal pier, ramp, and floats within an AE Flood Zone and within a Wetland Resource Area

Chm. Gray advised members in the audience that he has a common client with Warwick & Associates, Inc. through his company and would recuse himself from discussion and vote should there be any issue. No issue.

Ms. Frappier – Applicant seeks to add a seasonal dock. This will be the same type and the same helical tie down as the dock discussed earlier. She has given a shellfish survey done by Jack Vaccaro as part of the application and it was concluded not enough shellfish to meet your definition of substantial shellfish habitat. There is no DEP number and no Natural Heritage response due to sending to the wrong address.

Chm. Gray read Harbormaster Tim Mullen’s letter into the record. The shellfish resources for construction of a seasonal deck as noted by DMF is low and rarely used as better harvest locations exist in the area. He doesn’t expect to see populations increase.

Brendan Mullaney – the velocity zone is one issue that precludes most docks from being built but that is not the case here, and the provision of Natural Heritage is another but the board chose to defer to the State agency to determine whether project would have an adverse effect based on their review. Other than that, the proposed dock meets all applicable regulations. This hearing will have to be continued since there is no DEP number or NHESP comment.

Mr. Mulvey – does the harbor master have to permit the float? The board answered yes which is an annual occurrence.

Ligor moved and seconded by Holmes to continue hearing to 5/1/14 for DEP and Mass. Natural Heritage. Unanimous vote.

<u>Applicant:</u>	Dan Maurice & Jim Rossignol
<u>DEP File Number:</u>	SE7-1889
<u>Representative:</u>	SAME
<u>Project Address:</u>	550’ west of Toby’s Island, 4300’ southeast of Mashnee Island, and 1700’ northwest of the mouth of the Pocasset River, Monument Beach
<u>Proposed Project:</u>	Install and operate a commercial aquaculture operation within a VE Flood Zone and within a Wetland Resource Area

Mr. Maurice representing – this is a similar agriculture proposal as Mr. Ross who was approved at a nearby location. They plan to grow Atlantic quahogs and oysters. Natural Heritage had no issue. Applicant is hoping to assist in denitrification of the waters in Bourne.

Brendan Mullaney – Mr. Ross was the first awarded this program in Bourne. The Selectmen granted authority and is subject to conditions adopted through the Selectmen. This will have to be surveyed by DMF and give a formal report. The Army Corp. of Engineers permit will be required. This project has met all criteria at this stage, but applicant will still have to go to both State and Federal agencies.

Selectmen Meier – the Selectmen endorsed this application and want to see more of this type of thing in town. They have nothing but praise for projects like these.

Palumbo moved and seconded by Holmes to close the public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1,2,3,12,13,18-22 and 24, Special Condition ASC-1) Project is subject to all conditions, restrictions, and regulations as determined by applicable local, state, and federal authorities.

Palumbo moved and seconded by Kiebala to move Draft Notice of Intent to Final Notice of Intent. Unanimous vote.

Certificates of Compliance :

Applicant: William & Evelyn Rhatigan
DEP File Number: SE7- 1333
Representative: Brett A. Sanidas, Esq.
Project Address: 165 Wings Neck Road, Pocasset
Proposed Project: Perform renovations on existing dwelling and install a new Title V septic system within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Brendan Mullaney – a site visit conducted and found to be compliant with orders that have been set by the board and recommends the board to grant.

Holmes moved and seconded by Kiebala to issue Certificate of Compliance. Unanimous vote.

Applicant: Sean Burke
DEP File Number: SE7-1451
Representative: Stephen Doyle, Stephen Doyle and Assoc.
Project Address: 6 Long Pond Way, Cataumet
Proposed Project: Construct a new dwelling, septic system, and appurtenances within 100 feet of wetland resource areas.

Brendan Mullaney – a site visit was conducted and found the project to be compliant with orders set and recommends the board to grant.

Holmes moved and seconded by Ligor to issue Certificate of Compliance. Unanimous vote.

Applicant: Richard Prevett
DEP File Number: SE7-1811

Representative: SAME
Project Address: 829 Shore Road, Pocasset
Proposed Project: Raze and rebuild single family dwelling, including landscaping, grading, utilities, and appurtenances within an AE Flood Zone, within 100 feet of a Wetland Resource Area and within the 200 foot Riverfront Area

Brendan Mullaney – a site visit was conducted and found the project to be compliant with orders set and recommends the board grant.

Kiebala moved and seconded by Holmes to issue Certificate of Compliance. Unanimous vote.

Other Business:

► Indian Trail / Coastal Bank Erosion, Sagamore Beach - Discussion and possible vote on use of town owned Conservation Land by private parties, or other action determined to be necessary. Discussed on Tuesday's meeting. Brendan said there is no discussion tonight but put on the agenda in case there was addition discussion.

► Open Meeting Law Complaint – review and discussion
Brendan Mullaney – read the violation of Open Meeting Law complaint filed by Mr. Mulvey. The consensus of the board was to forward to Town Counsel. He discussed with the Town Clerk. He takes the blame for this situation. He wasn't aware that he could amend the agenda the day of the meeting but the Town Clerk informed him it is possible if an emergency arises. The discussion went on longer than it needed to. The Town Clerk asked to make sure members received copies of the updated open meeting guide. The Town Clerk also gave a list of classes on the Open Meeting law. If he can make one, Brendan Mullaney can attend to be more educated on how the Open Meeting Law works.

Kiebala – feels this wasn't a violation. There was no vote on the matter that night.

Ligor – he would characterize as a fact-finding discussion and not a deliberation.

Mr. Mulvey - tried to dissolve the discussion and suggested the board to only take information from the contractors. Then the board had a full deliberation. He filed as a violation.

Ligor – does not believe there was any violation

Chm. Gray – if we made a mistake we will find out and move forward.

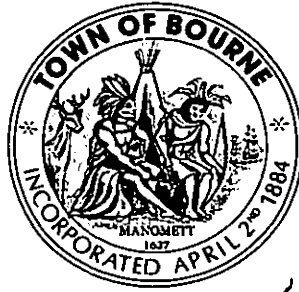
► Vote – Excuse Absent Members, if necessary
Ligor moved and seconded by Holmes to excuse absent members V. Chm. Martha Craig Rheinhardt, Paul Lelito and Susan Weston. Unanimous vote.

- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

Adjourn

Palumbo moved and seconded by Holmes to adjourn. Meeting adjourned at 8:30 pm.
Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.



2014 APR 25 PM 12 27

TOWN CLERK'S OFFICE
BOURNE, MASS

CONSERVATION COMMISSION AGENDA

Thursday, May 1, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall.

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** John and Kathryn Pearce **File Number:** CC14-14
Representative: Holmes & McGrath, Inc.
Project Address: 75 Winsor Road, Cataumet
Proposed Project: License the existing seawalls, groins and fill within a VE Flood Zone and within 100 feet of a Wetland Resource Area

- 2) **Applicant:** Philip and Perian Poirier **File Number:** CC14-15
Representative: SAME
Project Address: 10 Jefferson Road, Gray Gables
Proposed Project: Construct a garage and porch within 100 feet of a Wetland Resource Area

- 3) **Applicant:** B. Paul Bushueff, Jr. **File Number:** CC14-16
Representative: SAME
Project Address: 9 Agawam Point Road, Gray Gables
Proposed Project: Install gas service within an AE Flood Zone and within 100 feet of a Wetland Resource Area

7:10) Notices of Intent:

- 1) **Applicant:** Mass. Maritime Academy **DEP File Number:** SE7-
Representative: Baxter Nye Engineering & Surveying
Project Address: 101 Academy Drive, Buzzards Bay
Proposed Project: Construct an addition to existing dining facility, including new patio, stormwater management facility, sidewalks, and landscaping within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area
Hearing Under State Act Only

- 2) **Applicant:** Richard & Janis Shepherd **DEP File Number:** SE7-1891
Representative: Bracken Engineering, Inc.
Project Address: 14 Cannonicus Avenue, Pocasset
Proposed Project: Raze and rebuild existing single family dwelling including all site work, utilities, and appurtenances within an AE Flood Zone
Hearing Under State Act Only
Continued from April 17, 2014
- 3) **Applicant:** David W. Crane Living Trust **DEP File Number:** SE7-1892
Representative: Bracken Engineering, Inc.
Project Address: 250 Shore Road, Bourne
Proposed Project: Construct a 1500 square foot addition and associated site driveway work within an AE Flood Zone
Hearing Under State Act Only
Continued from April 17, 2014
- 4) **Applicant:** Charles Bristow, Jr. **DEP File Number:** SE7-
Representative: Bracken Engineering, Inc.
Project Address: 85 Salt Marsh Lane
Proposed Project: Place fill and regrade, install drainage system, remove and replace/repair portion of existing slab, and repair/replace existing pier footings within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area
- 5) **Applicant:** Monica Lewis, Trustee of ECJ Property Trust **DEP File Number:** SE7-1893
Representative: Sullivan Engineering, Inc.
Project Address: 67 Pasture Road, Scraggy Neck
Proposed Project: Reconstruct an existing licensed stone groin within a VE Flood Zone, within a Wetland Resource Area
- 6) **Applicant:** Sean & Shea Burke **DEP File Number:** SE7-
Representative: SAME
Project Address: 10 Long Pond Way, Cataumet
Proposed Project: Construct a single family dwelling with horse barn and paddocks below, including Title V septic system, grading, clearing, landscaping, and other appurtenances within 100 feet of a Wetland Resource Area and within the 200 foot Riverfront Area

7) **Applicant:** Vincent Michienzi **DEP File Number:** SE7-
Representative: Holmes & McGrath, Inc.
Project Address: 13A River Road, Pocasset
Proposed Project: Construct and maintain a single-family dwelling with attached deck, steps, Title V septic system, removal of existing gazebo, renovation of existing cottage to shed, vista clearing, and all associated utility installation, drywell installation, clearing, excavation, grading, and landscaping within an AE Flood Zone, within 100 feet of a Wetland Resource Area and within the 200 foot Riverfront Area

8) **Applicant:** Ellen Burns **DEP File Number:** SE7-1890
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 66 Arlington Drive, Buzzards Bay
Proposed Project: Install a seasonal pier, ramp, and floats within an AE Flood Zone and within a Wetland Resource Area
Continued from April 17, 2014

Request to Amend Order of Conditions :

1) **Applicant:** Noreen P. Michienzi, Trustee **DEP File Number:** SE7-1865
One Trowbridge Road, LLC
Representative: Holmes and McGrath, Inc.
Project Address: 1 & 11 Trowbridge Road, Bourne
Proposed Project: Amend existing Order of Conditions to include an addition to the existing building, change in configuration of driveway, and grade changes within 100 feet of a Wetland Resource Area

Other Business:

- ▶ Vote – Approval of Minutes – February 20, March 6 & March 20, 2014
- ▶ Vote – Excuse Absent Members, if necessary

- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

CONSERVATION COMMISSION MINUTES

Thursday, May 1, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

2014 JUN 13 PM 1:18
TOWN CLERK'S OFFICE
BOURNE, MASS

Members present: Chm. Bob Gray, V. Chm. Martha Craig Rheinhardt, Peter Holmes, Kiebala, Rob Palumbo and Susan Weston

Members excused: Paul Lelito and Alternate member Thomas Ligor

Note this meeting is being televised and recorded. If anyone in the audience is recording or videotaping, they need to acknowledge such at this time – Michael Rausch recording tonight.

Chm. Gray called meeting to order at 7:00 pm and explained the Commission's procedure pursuant to the Wetland Protection Act M.G.L. c. 131, s. 40 and the Bourne Wetland Protection Bylaw Article 3.7.

Note: Chm. Gray addresses the audience in regards to recording a public hearing. If anyone wishes to record a public meeting, they are free to do so, however, it must be known by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting.

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** John and Kathryn Pearce **File Number:** CC14-14
- Representative:** Holmes & McGrath, Inc.
- Project Address:** 75 Winsor Road, Cataumet
- Proposed Project:** License the existing seawalls, groins and fill within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Tim Santos, Holmes & McGrath representing – applicant seeks to license the existing seawalls, groins and fill that are currently not licensed. Plans show historic mean high water and various structures on property.

No board comment.

Brendan Mullaney – explained this is a procedural matter. No work proposed – all structures have been in existence for decades. DEP Waterways division, who issues Chapter 91 licenses, requires an approval from local ConCom.

No public comment.

Holmes moved and seconded by Kiebala a Negative Two Determination. Unanimous vote.

- 2) **Applicant:** Philip and Perian Poirier **File Number:** CC14-15
- Representative:** SAME
- Project Address:** 10 Jefferson Road, Gray Gables

Proposed Project: Construct a garage and porch within 100 feet of a Wetland Resource Area

Mr. Poirer representing – seeking to construct a 16'x22' garage and porch on the front of the house.

No board comments.

Brendan Mullaney – simple addition / deck, no concerns with the project. The proposed work is on the street side of property and no closer to the wetlands than currently exists.

No public comments.

Kiebala moved and seconded by Weston a Negative Two Determination. Unanimous vote.

- 3) **Applicant:** B. Paul Bushueff, Jr. **File Number:** CC14-16
Representative: SAME
Project Address: 9 Agawam Point Road, Gray Gables
Proposed Project: Install gas service within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Applicant is unable to attend meeting tonight, but did hand in abutter notifications.

Brendan Mullaney – this is a basic gas line installation with minimal disturbances. The proposed work can be accomplished in one day. No concerns with the project.

No public comment.

Holmes moved and seconded by Weston a Negative Two Determination. Unanimous vote.

Notice of Intent:

- 1) **Applicant:** Mass. Maritime Academy **DEP File Number:** SE7-1894
Representative: Baxter Nye Engineering & Surveying
Project Address: 101 Academy Drive, Buzzards Bay
Proposed Project: Construct an addition to existing dining facility, including new patio, stormwater management facility, sidewalks, and landscaping within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area
Hearing Under State Act Only

John Lavelle, Baxter Nye Engineering & Surveying representing – The MMA is seeking to construct an addition to the existing dining facility, including a new patio, stormwater, management facility, sidewalks and landscaping. We have submitted a stormwater report and all associated documentation with the NOI.

Brendan Mullaney – most of the proposed work is within the Flood Zone only. The MMA is not subject to the Town Bylaws. He is impressed with the redevelopment of MMA. No concerns with the project.

No board comment. No public comment.

Due to an ENF filing that is currently being reviewed, the applicant requested to keep the hearing open.

Palumbo moved and seconded by Holmes to continue hearing to 6/19/14 at the applicant's request. Unanimous vote.

- 2) **Applicant:** Richard & Janis Shepherd **DEP File Number:** SE7-1891
 - Representative:** Bracken Engineering, Inc.
 - Project Address:** 14 Cannonicus Avenue, Pocasset
 - Proposed Project:** Raze and rebuild existing single family dwelling including all site work, utilities, and appurtenances within an AE Flood Zone
- Hearing Under State Act Only**
Continued from April 17, 2014

Chm. Gray recused himself from discussion and vote as he does work with Bracken Engineering. He turned the meeting over to V. Chm. Craig Rheinhardt.

Zac Basinski, Bracken Engineering representing – applicant seeks to raze and rebuild existing single-family dwelling including all site work, utilities, and appurtenances within an AE Flood Zone. This application is under the State Act Only. An old cesspool will be removed and a new Title V will be installed per the Board of Health.

No board comment.

Brendan Mullaney – the proposed work is on a relatively flat lot. Proposed work would be an improvement over existing conditions. No other concerns with the project. Natural Heritage has 30 days to comment. The board can put a condition that any restrictions are incorporated into the order.

No public comment.

Holmes moved and seconded by Palumbo to close the public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1-6,9,12,13, 16-24, and ASC-1) Any conditions or requirements for this project, as determined by the Natural Heritage and Endangered Species

Program through the MESA review process, are automatically incorporated into this Order of Conditions.

Kiebala moved and seconded by Holmes Draft Order of Conditions to Final Order of Conditions. Unanimous vote.

- 3) **Applicant:** David W. Crane Living Trust **DEP File Number:** SE7-1892
 Representative: Bracken Engineering, Inc.
 Project Address: 250 Shore Road, Bourne
 Proposed Project: Construct a 1500 square foot addition and associated site
 driveway work within an AE Flood Zone
 Hearing Under State Act Only
 Continued from April 17, 2014

Zac Basinski, Bracken Engineering representing – Applicant seeks to construct a 1500 SF addition and associated site driveway work within an AE Flood Zone. This is under the State Act only.

Brendan Mullaney – the proposed work is on a relatively flat developed lot, Flood Zone only, closest Resource Area is Back River across Shore Road. No concerns with the project.

No board comment. No public comment.

Holmes moved and seconded by Weston to close the public hearing. Unanimous vote. Palumbo recused himself from vote.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1,2,3,5,9,12,13,16-24.

Kiebala moved and seconded by Weston Draft Order of Conditions to Final Order of Conditions. Unanimous vote.

- 4) **Applicant:** Charles Bristow, Jr. **DEP File Number:** SE7-1895
 Representative: Bracken Engineering, Inc.
 Project Address: 85 Salt Marsh Lane
 Proposed Project: Place fill and regrade, install drainage system, remove and
 replace/repair portion of existing slab, and repair/replace existing
 pier footings within AE and VE Flood Zones and within 100 feet of
 a Wetland Resource Area

Zac Basinski, Bracken Engineering representing – Applicant seeks to place fill and regrade, install drainage system, remove portion of existing slab, and repair/replace existing pier

footings - this project serves to address a flooding problem that has become worse since a new water line was installed and the road slightly regraded.

No board comments.

Brendan Mullaney – the proposed work will be minimal. No other concerns with the project. This project is within an existing lawfully permitted landscaped area.

Abutter from the audience stated has no objections to the proposed work.

Holmes moved and seconded by Weston to close the public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1,2,3,5,9,10,12,13,16-24 and Special Conditions to the Bylaw 7,8,9.

Palumbo moved and seconded by Holmes Draft Order of Conditions to Final Order of Conditions. Unanimous vote.

- 5) **Applicant:** Monica Lewis, **DEP File Number:** SE7-1893
 Representative: Sullivan Engineering, Inc.
 Project Address: 67 Pasture Road, Scraggy Neck
 Proposed Project: Reconstruct an existing licensed stone groin within a VE Flood Zone, within a Wetland Resource Area

At this time, Chm. Gray returned back to chair the meeting.

John O’Dea representing – Applicant is seeking to reconstruct an existing licensed stone groin on south side of Scraggy neck. No equipment will be in the water and the storage will be above the mean high water mark. Seeking to begin construction in the Fall of 2014 and will take about one month.

Kiebala – asked what equipment would be used. Applicant – we plan to use a crane and a front-end loader. Kiebala asked if applicant sought permission from the Scraggy Neck Association. Stay within the road way above beach property. She has concerns with access onto Scraggy Neck property.

Chm. Gray – the applicant needs to submit a letter from the people who own the road granting access over the private property.

Brendan Mullaney – has access concerns and how the equipment will get to the site. Access should be hashed out and could be put in the Order in terms on monitoring or the revegetation

of disturbed areas. Beach route access is the least destructive. With equipment stored on beach, he recommends a spill kit available.

George Jenkins – recommended a spark arrester to include in the order of conditions. No further public comment.

Palumbo moved and seconded by Weston to continue hearing to 6/5/14 at the request of the applicant.

Weston excused herself from the rest of the meeting.

- 6) **Applicant:** Sean & Shea Burke **DEP File Number:** SE7-
 Representative: SAME
 Project Address: 10 Long Pond Way, Cataumet
 Proposed Project: Construct a single family dwelling with horse barn and paddocks below, including Title V septic system, grading, clearing, landscaping, and other appurtenances within 100 feet of a Wetland Resource Area and within the 200 foot Riverfront Area

Mr. Burke representing – seeks to construct a single-family dwelling with horse barn and paddocks below, including Title V septic system, grading, clearing, and landscaping. Shows some photographs and explains how they believe this is not a perennial stream. The stream is associated with water controls for the cranberry bogs to the north.

Brendan Mullaney – states the stream is shown as perennial on the USGS topo maps, and that is the original classification. However, this presumption can be overcome if certain conditions are shown to exist. He has personally seen it dry many times.

Letters from George Seaver, citizen who has monitored water quality in this area, and Brian S. Handy of Handy Cranberry Trust read into record.

Chm. Gray – agrees that USGS incorrect in claiming this is a perennial stream. He feels a stretch to call perennial and most proposed work would be severely limited if that was the determination. Based on the information provided and his personal knowledge of the area, He is personally comfortable to classify it in the intermittent category.

Brendan Mullaney – the board has a right to make a determination of the status of the stream based on evidence provided.

Chm. Gray – asked about the horse manure. Mr. Burke states It will have a roof shield from rain keeping it drier. It will be hauled off weekly in a dumpster. Applicant will need to go before the Board of Health.

Kiebala – asked about clearing. Applicant is seeking to keep as many trees as possible.

Chm. Gray – said if a berm is not proposed, he would like a 25 FT+ buffer between the managed area and a stream. He can live with the 15 FT since the berm will stop almost all flow towards the resource area. The stream is also controlled and flows based on the cranberry operation.

No board comment.

Mr. Mulvey – asked the maximum number of animals. The applicant responded three (3) animals. Mr. Mulvey asked about the urine and asked if it would affect the adjacent areas. Horses, when in their turnouts, tend to urinate in their stalls.

Chris Farrell – stated the area is a definite intermittent stream based on his knowledge of it and sees no issues with the project.

No public comment.

Kiebala moved and seconded by Holmes to continue to 5/15/14 at the applicant's request for a file number. Unanimous vote.

- 7) **Applicant:** Vincent Michienzi **DEP File Number:** SE7-1897
 Representative: Holmes & McGrath, Inc.
 Project Address: 13A River Road, Pocasset
 Proposed Project: Construct and maintain a single-family dwelling with attached deck, steps, Title V septic system, removal of existing gazebo, renovation of existing cottage to shed, vista clearing, and all associated utility installation, drywell installation, clearing, excavation, grading, and landscaping within an AE Flood Zone, within 100 feet of a Wetland Resource Area and within the 200 foot Riverfront Area

Mr. Tim Santos representing – Applicant seeks to construct and maintain a single-family dwelling with attached deck, alternative septic system, removal of existing gazebo, renovation of existing cottage to shed, vista clearing, and all associated utility installation, drywell installation, clearing, excavation, grading and landscaping.

Brendan Mullaney – the property has been in front of the board in the past. In his opinion, the project meets most of the standards for redevelopment in the Riverfront Area. The only issue is excessive clearing in the proposed vista viewshed.

Chm. Gray – Proposal is on developed lot and there are pluses in this project, including the new septic system. He asks about possibly reducing the number of trees to be removed. Applicant said he could leave 3 or 4 trees near the gazebo.

Brendan Mullaney – said he could work with Mr. Santos or someone from his office to determine the number of trees to cut down.

No board comment.

Margot Jenkins – has concerns about how many stories the building is. Chm. Gray said this board is charged with how the building impacts the wetlands and can't address the height of the structure. Applicant stated the dwelling is designed in accordance to the state Building Code.

Palumbo moved and seconded by Holmes to close the public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1-6,10,13, 16-24 and Special Conditions to the Bylaw 4,5,7,8,9 and add Special Condition 20-24 to continue in perpetuity. ASC-1) Clear-cutting of trees within "vista window" is not allowed by this Order. An on-site pre-construction meeting must be held between project proponent or representative and Conservation Agent to determine limit of "Selective Clearing".

Palumbo moved and seconded by Kiebala Draft Order of Conditions to Final Order of Conditions. Unanimous vote.

- 8) **Applicant:** Ellen Burns **DEP File Number:** SE7-1890
 Representative: Barbara Frappier, Warwick & Associates, Inc.
 Project Address: 66 Arlington Drive, Buzzards Bay
 Proposed Project: Install a seasonal pier, ramp, and floats within an AE Flood Zone
 and within a Wetland Resource Area
 Continued from April 17, 2014

Hearing is continued to 5/15/14 at the request of the applicant.

Request to Amend Order of Conditions :

- 1) **Applicant:** Noreen P. Michienzi, Trustee **DEP File Number:** SE7-1865
 One Trowbridge Road, LLC
 Representative: Holmes and McGrath, Inc.
 Project Address: 1 & 11 Trowbridge Road, Bourne
 Proposed Project: Amend existing Order of Conditions to include an addition to the
 existing building, change in configuration of driveway, and grade
 changes within 100 feet of a Wetland Resource Area

Mr. Santos representing – Applicant seeks to amend existing Order of Conditions to include an addition to the existing building, change in configuration of driveway and grade changes- most of the work is outside ConCom jurisdiction. Stormwater calculations have been submitted to Brendan Mullaney.

Brendan Mullaney – Applicant is requesting to build a small addition on eastern edge of the addition. He has no major concern with addition but advises erosion control be replaced at the rear of the parking lot. Applicant stated this issue was taken care of this afternoon.

No board comment. No public comment.

Palumbo moved and seconded by Holmes to Grant Request to Amend Order of Conditions. Unanimous vote. Brendan Mullaney said the Amendment doesn't extend the expiration date and the Order of Conditions will expire in September of 2016.

Other Business

Approval of Minutes 2/20/2014, 3/6/2014 and 3/20/2014

Craig- Rheinhardt moved and seconded by Kiebala to approve minutes of 2/20/14 as submitted. Unanimous vote.

Craig- Rheinhardt moved and seconded by Kiebala to approve minutes of 3/6/14 as submitted. Unanimous vote.

Kiebala moved and seconded by Craig- Rheinhardt to approve minutes of 3/20/14 as amended (Schultz file number added). Unanimous vote. Palumbo abstained.

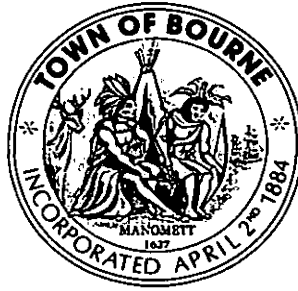
Excuse Absent Members

Craig-Rheinhardt moved and seconded by Kiebala to excuse absent members Lelito and Ligor. Unanimous vote.

Adjourn

Palumbo moved and seconded by Craig-Rheinhardt to adjourn. Meeting adjourned at 9:20 pm. Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.



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TOWN CLERK'S OFFICE
BOURNE, MASS

CONSERVATION COMMISSION AGENDA

Thursday, May 15, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Richard Fontaine **File Number:** CC14-17
Representative: SAME
Project Address: 66 Rip Van Winkle Way, Buzzards Bay
Proposed Project: Remove and rebuild a landscape retaining wall and repair a block retaining wall within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 2) **Applicant:** Theresa B. White Living Trust **File Number:** CC14-18
Representative: David Flaherty, Jr.
Project Address: 25 Crowell Road, Sagamore Beach
Proposed Project: Install new Title V septic system within 100 feet of a Wetland Resource Area

- 3) **Applicant:** Nam Suh **File Number:** CC14-19
Representative: BSS Design, Inc.
Project Address: 22 Nye Lane Buzzards Bay
Proposed Project: Repair footings under existing deck, remove four trees, and remove invasive vegetation and replant with native shrubs within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 4) **Applicant:** Glen Larsen **File Number:** CC14-20
Representative: SAME
Project Address: 26 Oakley Avenue, Buzzards Bay
Proposed Project: Install an in-ground swimming pool with associated patio, fence, and landscaping within 100 feet of a Wetland Resource Area

- 5) **Applicant:** Michael McGovern **File Number:** CC14-21
Representative: Warwick & Associates, Inc.
Project Address: 1 Old North Road, Pocasset
Proposed Project: Install new driveway with associated drainage, construct stone wall, and perform landscaping including removal of invasives and installation of drywells within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

- 6) **Applicant:** Angelo & Kerri Senzapaura **File Number:** CC14-22
Representative: SAME
Project Address: 50 Bourne Neck Drive, Buzzards Bay
Proposed Project: Construct a shed within a VE Flood Zone

7:15) Notices of Intent:

- 1) **Applicant:** Hideaway Village Condo Association **DEP File Number:** SE7-1896
Representative: BSC Group, Inc.
Project Address: 749 Head of the Bay Road, Buzzards Bay
Proposed Project: Perform beach nourishment within a VE Flood Zone, within a Wetland Resource Area and within 100 feet of a Wetland Resource Area
- 2) **Applicant:** Sean & Shea Burke **DEP File Number:** SE7-1898
Representative: SAME
Project Address: 10 Long Pond Way, Cataumet
Proposed Project: Construct a single family dwelling with horse barn and paddocks below, including Title V septic system, grading, clearing, landscaping, and other appurtenances within 100 feet of a Wetland Resource Area and within the 200 foot Riverfront Area
Continued from May 1, 2014
- 3) **Applicant:** Ellen Burns **DEP File Number:** SE7-1890
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 66 Arlington Drive, Buzzards Bay
Proposed Project: Install a seasonal pier, ramp, and floats within an AE Flood Zone and within a Wetland Resource Area
Continued from May 1, 2014

Certificates of Compliance :

- 1) **Applicant:** The Tobey Island Trust **DEP File Number:** SE7-1816
Representative: Holmes & McGrath, Inc.
Project Address: 124, 126 & 128 Emmons Road, Monument Beach
Proposed Project: Construct 220 linear feet of Coastal Bank Stabilization and construct beach access stairs within a VE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area
- 2) **Applicant:** 538 Scraggy Neck Road Trust **DEP File Number:** SE7-1418
Representative: Holmes and McGrath, Inc.
Project Address: 538 Scraggy Neck Road, Cataumet
Proposed Project: Repair and maintain an existing stone groin within a VE flood zone and within 100 feet of a wetland resource area.

Other Business:

- ▶ Vote – Approval of Minutes – April 17, 2014
- ▶ Vote – Excuse Absent Members, if necessary

- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

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TOWN CLERK'S OFFICE
BOURNE, MASS

CONSERVATION COMMISSION MINUTES

Thursday, May 15, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

Members present: Chm. Bob Gray, Peter Holmes, Betsy Kiebala, Paul Lelito, Rob Palumbo and Susan Weston. Alternate member Thomas Ligor

Members excused: V. Chm. Martha Craig Rheinhardt

Chm. Gray called meeting to order at 7:00 pm and explained the Commission's procedure pursuant to the Wetland Protection Act M.G.L. c. 131, s. 40 and the Bourne Wetland Protection Bylaw Article 3.7.

Note: Chm. Gray addresses the audience in regards to recording a public hearing. If anyone wishes to record a public meeting, they are free to do so, however, it must be known by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting.

Requests for Determination of Applicability:

Richard Fontaine – CC14-17 at 66 Rip Van Winkle Way, Buzzards Bay

Applicant seeks to remove and rebuild a landscape retaining wall and repair a block retaining wall with an AE Flood Zone and within 100 FT of a Wetland Resource Area.

Mr. Fontaine – there are two projects; the first is to replace a 25 year-old retaining wall using the same footprint using 12"x16" blocks. The next project is a short retaining wall. No disturbance of the beach and no removal of soil in both projects. Work will be done by hand.

Brendan Mullaney – there is an existing retaining wall, but it is a proactive project. He has no real concerns but suggested doing small sections at a time. He asked what the methodology is. Mr. Fontaine will use silt screening and bailed hay and possible sheets of plywood.

No board comment. No public comment.

Letito moved and seconded by Kiebala a Negative Two Determination. Unanimous vote.

Theresa B. White Living Trust – CC14-18 at 25 Crowell Road, Sagamore Beach

Applicant seeks to install new Title V septic system within 100 FT of a Wetland Resource Area.

David Flaherty – seeking to replace a failed septic due to property transfer. This is an isolated, vegetated wetland. A new tank and pump chamber will be installed with a leaching well past the 100 FT. Brendan Mullaney suggested a small silt fence behind the tank.

No board comments.

Brendan Mullaney – new system is an improvement and has no other concerns with the project.

No public comments.

Kiebala moved and seconded by Lelito a Negative Three Determination. Unanimous vote. Weston abstained.

Nam Suh – CC14-19 at 22 Nye Lane, Buzzards Bay

Applicant seeks to repair footings under existing deck, remove four trees and remove invasive vegetation and replanting with native shrubs within an AE Flood Zone and within 100 FT of a Wetland Resource area.

Tom Bunker representing – Digging will be done by hand. The four trees applicant is proposing to take out are causing damage to the house. There is an area consisting of bittersweet and would like to clear out the vines.

Brendan Mullaney – the damage from the trees in question are due to storm damage from various branches falling onto the house. The trees have been there for a long period of time. He has some concern with the footings. He stated the embankment is overgrown with honeysuckle and bittersweet and suggests removing and replant with native vegetation to keep the coastal bank intact.

No board comment. No public comment.

Lelito moved and seconded by Kiebala a Negative Two Determination. Unanimous vote. Holmes abstained.

Glen Larsen – CC14-20 at 26 Oakley Avenue, Buzzards Bay

Applicant seeks to install an in-ground swimming pool with associated patio, fence, and landscaping within 100 FT of a Wetland Resource Area

Mr. Larsen representing homeowner – seeking to add 18'x36' pool within the buffers zone to a wetland behind the property.

Brendan Mullaney – there is an isolated, vegetated wetland that is listed by Natural heritage as a potential vernal pool. From pictures taken today, it looks like some tree removal has already occurred. Applicant's representative doesn't know about the tree removal.

No board comment.

Mr. & Mrs. David Gardner – abutters at 15 Oakley Avenue and have no objections.

No further public comment.

Brendan Mullaney – requested conditions with permit: Applicant must install a minimum of a row of staked straw bales and silt fencing at a minimum of 50 feet from the edge of the Wetland Resource Area. Erosion controls must be maintained until all disturbed areas are stabilized.

Lelito moved and seconded by Weston a Negative Three Determination to include conditions as read by the Agent. Unanimous vote.

Michael McGovern – CC14-21 at 1 Old North Road, Pocasset

Applicant seeks to install new driveway with associated drainage, construct stone wall and perform landscaping including removal of invasives and installation of drywells within AE and VE Flood Zones and within 100 FT of a Wetland Resource Area

Ms. Barbara Frappier representing – introduced Ms. Meredith Leblanc, reviewed the landscape design which includes the moving of the existing gravel driveway for the opportunity of a turn-away and guest parking; the removal of a few trees and the addition of plantings around the house and some planting for screening to his neighbor.

Brendan Mullaney – the plan looks like a positive use of the land. There are a lot of native plantings proposed and the removal of a few trees, but what is replaced more than makes up for the removal of the trees. Some disturbance on site and will be restored.

No public comment.

Holmes moved and seconded by Kiebala a Negative Two Determination. Unanimous vote.

Angelo & Kerri Senzapaura – CC14-22 at 50 Bourne Neck Drive, Buzzards Bay

Applicant seeks to construct a shed within a VE Flood Zone.

Brendan Mullaney – applicant not present tonight, but turned in abutter notifications. It is a simple project. The only resource area is the VE flood zone. No other jurisdictional resources within 100 FT. The area is a flat, developed lot and no concerns with the project. Sauna tube footings per Building Inspector.

No board comment. No public comment.

Holmes moved and seconded by Lelito a Negative Two Determination. Unanimous vote.

Notice of Intent:

Hideaway Village Condo Association – SE7-1986 at 749 Head of the Bay Road, Buzzards Bay

Weston stepping down as an abutter.

Applicant seeks to perform beach nourishment within a VE Flood Zone, within a Wetland Resource Area and within 100 FT of a Wetland Resource Area.

Matthew Creighton of BSC Group – explained this is more of a necessity due to erosion of sand from the large stone revetment that was constructed. Proposing equipment to spread sand with rubber tires. Work will be done initially at low tide.

Chm. Gray – has a shellfish survey be conducted? Applicant provided in application.

Ligor – why is the area losing land? Creighton - Because of the bank that has been armored. The sand could last until the next storm, 3 years or 10 years - this is why we want to monitor.

Lelito – shoreline drifts in each direction of Head of the Bay Road. The loss of material is due to the configuration.

Brendan Mullaney – in terms of the overall project, the beach nourishment is a gamble. He read the shellfish survey summary into the record which shows some species in front of the wall (clams towards Head of the Bay Road). DNR Director Mr. Mullen reviewed said survey and responded by letter which Brendan Mullaney read into record - DNR would want to conduct their own survey and possibly relocate shellfish if deemed necessary. Mr. Mullen overall showed support for the project. The Natural Heritage letter states the project will have no adverse effect of the habitat and had no issue. He did not see DMF comments. Applicant received no comments but receive a file number. Brendan Mullaney commented on the haphazard jetty structures. The applicant's representative didn't know about them. He could disassemble them.

Ligor – once sand is put down, there will be an upland beach. Brendan Mullaney said there will be moving the mean high water line seaward.

Mary Woodruff, abutter asked if there will be sand between D and F beach and if it is advantageous to spend the money. Applicant's representative said the sand will migrate but will cost more when the wall fails.

Ms. DiSangro – when first wall was approved, the renourishment was never carried out. You are looking at the result of non-nourishment over a dozen years.

Mr. Mulvey – asked if the issue is a wake or prop wash an issue. Applicant's representative responded it is not.

At the applicant's request, the board will continue the application and continue to the next meeting of 6/5/14 to see if there is any DMF comment.

Sean & Shea Burke – SE7-1898 at 10 Long Pond Way, Cataumet

Applicant seeks to construct a family dwelling with horse barn and paddocks below, including Title V septic system, grading, clearing, landscaping and other appurtenances within 100 FT of a Wetland Resource Area and within the 200 FT Riverfront Area.

Brendan Mullaney – this application was continued for file number only.

Holes moved and seconded by Lelito to close the public hearing. Unanimous vote.

Mr. Mulvey – asked if animals will have free access to the wetlands. Applicant's representative stated the area will be fenced off.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1,2,3,4,6,9,10,12,14,16-24 and Special Conditions to the Bylaw 7,8,9 and Special Conditions 20,24 to continue in perpetuity. Based on testimony, the stream is an intermittent stream and not a perennial stream.

Palumbo moved and seconded by Holmes to move Draft Notice of Intention to Final Notice of Intention. Unanimous vote. Lelito abstained.

Ellen Burns – SE7-1890 at 66 Arlington Drive, Buzzards Bay

Applicant seeks to install a seasonal pier, ramp and floats within an AE Flood Zone and within a Wetland Resource Area.

Brendan Mullaney – kept open for a response from Natural Heritage. He stated their letter said the proposed project will have no adverse affect on the habitat and no issues with the project.

Palumbo moved and seconded by Holmes to close the public hearing. Unanimous vote. Lelito abstained.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1,2,3,11,12,13,16-24,30-41 and Special Conditions to the Bylaw 7,8,9 with a Special Condition 20,24 to continue in perpetuity.

Kiebala moved and seconded by Holmes to move Draft Notice of Intent to Final Notice of Intent. Unanimous vote. Lelito abstained.

Certificates of Compliance

The Toby Island Trust, DEP File Number SE7-1816 at 124, 126 & 128 Emmons Road, Mo Beach

Applicant seeks to construct 220 linear FT of Coastal Bank Stabilization and construct beach access stairs within a VE Flood Zone within a Wetland Resource Area and within 100 FT of a Wetland Resource Area.

Brendan Mullaney – a site visit was conducted and some deviations are cited in a letter from the Applicant’s representatives. He read deviations into the record by Holmes and McGrath. Holmes and McGrath is requesting the board accept conditions without the placement of sand. Brendan Mullaney said sand is not always a method incorporated into a hard-armored structure. The house is afforded the right to build on an embankment. The other outstanding issues were rectified.

No board comment. No public comment.

Holmes moved and seconded by Palumbo to grant the Certificate of Compliance with deviations as noted. Unanimous vote.

538 Scraggy Neck Road Trust – DEP File Number SE7-1418 at 538 Scraggy Neck Road, Cataumet

Applicant seeks to repair and maintain an existing stone groin within a VE Flood Zone and within 100 FT of a Wetland Resource Area.

Brendan Mullaney – a site visit was conducted and has determined compliance with the Order that was set and recommends to grant.

Holmes moved and seconded by Weston to grant the Certificate of Compliance. Unanimous vote.

Other Business

Approval of Minutes 4/17/14

Holmes moved and seconded by Lelito to approve minutes of 4/17/14 as submitted. Unanimous vote. Lelito and Weston abstained.

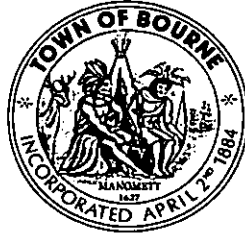
Excuse Absent Members

Kiebala moved and seconded by Holmes to excuse absent member Craig-Rheinhardt. Unanimous vote.

Adjourn

Lelito moved and seconded by Weston to adjourn. Meeting adjourned at 8:30 pm. Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.



2014 MAY 30 AM 9 17

TOWN CLERK'S OFFICE
BOURNE, MASS

CONSERVATION COMMISSION AGENDA

Thursday, June 5, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Catherine Scalzo **File Number:** CC14-23
Representative: SAME
Project Address: 13A Thompson Road, Buzzards Bay (Hideaway Village)
Proposed Project: Construct a deck within a VE Flood Zone, within 100 feet of a Wetland Resource Area, and within the 200 foot Riverfront Area

 - 2) **Applicant:** National Grid **File Number:** CC14-24
Representative: Bradford Malo, Coastal Engineering Co., Inc.
Project Address: 56 Academy Drive, Buzzards Bay
Proposed Project: Install gas service connection within a VE Flood Zone and within 100 feet of a Wetland Resource Area

 - 3) **Applicant:** Robert & Marieann Munro **File Number:** CC14-25
Representative: Oceanside Septic, Inc.
Project Address: 197 Phillips Road, Sagamore Beach
Proposed Project: Upgrade to new Title V septic system within an AE Flood Zone and within 100 feet of a Wetland Resource Area
- 7:10) Notices of Intent:
- 1) **Applicant:** Osvaldo LiDonni **DEP File Number:** SE7-1899
Representative: JC Engineering, Inc.
Project Address: 8 Wright Lane, Buzzards Bay
Proposed Project: Raze and rebuild existing dwelling, including landscaping, utilities, and appurtenances within a VE Flood Zone

 - 2) **Applicant:** Mass. Maritime Academy **DEP File Number:** SE7-1894
Representative: Baxter Nye Engineering & Surveying
Project Address: 101 Academy Drive, Buzzards Bay
Proposed Project: Construct an addition to existing dining facility, including new patio, stormwater management facility, sidewalks, and landscaping within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area
Hearing Under State Act Only
Continued from May 1, 2014

 - 3) **Applicant:** Monica Lewis, Trustee of ECJ Property Trust **DEP File Number:** SE7-1893
Representative: Sullivan Engineering, Inc.
Project Address: 67 Pasture Road, Scraggy Neck

Proposed Project: Reconstruct an existing licensed stone groin within a VE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area
Continued from May 1, 2014

- 4) **Applicant:** Hideaway Village Condo Association **DEP File Number:** SE7-1896
Representative: BSC Group, Inc.
Project Address: 749 Head of the Bay Road, Buzzards Bay
Proposed Project: Perform beach nourishment within a VE Flood Zone, within a Wetland Resource Area and within 100 feet of a Wetland Resource Area
Continued from May 15, 2014

Certificates of Compliance:

- 1) **Applicant:** Edward & Valerie Hickey **DEP File Number:** SE7-1665
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 80 Captain's Row, Mashnee Island
Proposed Project: Construct an addition and renovate existing dwelling, rebuild and relocate beach stairs, remove paved driveway and install new gravel driveway, plant 8 cedars and buffer plantings, install drywells, repair seawall, replace front steps, remove deck, install stone patio and second story deck, including associated grading landscaping, utilities, and other appurtenances within an AE Flood Zone, within a VE Flood Zone and within 100' of a Wetland Resource Area
Continued from January 9, 2014
- 2) **Applicant:** Francis & Helen Fistori **DEP File Number:** SE7-1884
Representative: JC Engineering, Inc.
Project Address: 23 Nick Vedder Road, Buzzards Bay
Proposed Project: Remove and replace an existing sloped concrete block revetment with new stone revetment within an AE Flood Zone and within a Wetland Resource Area (Coastal Bank)
- 3) **Applicant:** Angelo Moskovis **DEP File Number:** SE7- 812
Representative: Norwood Engineering Co., Inc.
Project Address: 42D Maynard Lane, Buzzards Bay (Hideaway Village)
Proposed Project: Construct foundation under existing dwelling and reconstruct and enlarge wooden deck within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Other Business:

- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Approval of Minutes – May 1, 2014
- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

CONSERVATION COMMISSION MINUTES

Thursday, June 5, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

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TOWN CLERK'S OFFICE
BOURNE, MASS

Members present: Chm. Bob Gray, Peter Holmes, Betsy Kiebala, Rob Palumbo, Susan Weston, and alternate member Thomas Ligor

Members excused: V. Chm. Martha Craig Rheinhardt, Paul Lelito

Chm. Gray called meeting to order at 7:00 pm and explained the Commission's procedure pursuant to the Wetland Protection Act M.G.L. c. 131, s. 40 and the Bourne Wetland Protection Bylaw Article 3.7.

Note: Chm. Gray addresses the audience in regards to recording a public hearing. If anyone wishes to record a public meeting, they are free to do so, however, it must be known by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting.

Requests for Determination of Applicability:

1. Catherine Scalzo

File Number – CC14-23 - 13A Thompson Road, Buzzards Bay (Hideaway Village)
To Construct a deck within a VE Flood Zone, within 100 FT of a Wetland Resource Area and within the 200 FT Riverfront Area.

Brendan Mullaeny – the applicant could not make it tonight but has turned in appropriate paperwork. Project is to construct a deck. Flat, developed lot, no concerns with the project. The Hideaway Village Condo Association has signed off on this project.

No board comment. No public comment.

Kiebala moved and seconded by Holmes a Negative Two Determination. Unanimous vote.

2. National Grid

File Number – CC14-24 – 56 Academy Drive, Buzzards Bay
To install gas service connection within a VE Flood Zone and within 100 FT of a Wetland Resource Area

Mr. Todd Palmatier, Coastal Engineering Co representing – the flood zone will be reclassified into an A zone. Applicant is seeking to connect to a gas main in the street using both the plow method (the mole method under the retaining wall and walkway). All work can be done in one day and will be restored to existing conditions. No grade changes.

Brendan Mullaney – this is a simple gas installation, a flat lot and no concerns with the project.

No board comment. No public comment.

Holmes moved and seconded by Kiebala a Negative Two Determination. Unanimous vote.

3. Robert & Marieann Munro

File Number – CC14-25 – 197 Phillips Road, Sagamore Beach

Upgrade to new Title V septic system within an AE Flood Zone and within 100 FT of a Wetland Resource Area.

Linda Pinto, Oceanside Septic representing – she handed out minor revised plans to the board. This is an upgrade due to a failed cess pool system. The top of a coastal bank and across Phillips Road are wetlands. Applicant is asking for variance to the deck from the Board of Health which is 3-4 FT in the front and 1.5 FT in the back.

Chm. Gray – asked if the top of the bank is the top of the dune. Brendan Mullaney responded yes, there is a coastal dune out in front of the property.

Brendan Mullaney – the whole area is classified as a coastal dune. The dwelling is actually in Sandwich and the septic is on the Bourne side. The applicant needs to resolve the dune line as it is going to transition from a coastal dune to a residential area.

Chm. Gray – comfortable with the plan as long as it is labeled as dune. Brendan Mullaney – suggesting adding a note on the plan as part of the motion made.

No board comment. No public comment.

Holmes moved and seconded by Kiebala a Negative Two Determination with the condition the issue of the bank is clarified on the plans and labeled as coastal dune. Unanimous vote. Weston abstained.

Notices of Intent

1. Osvaldo LiDonni

DEP File Number SE7-1899 – 8 Wright Lane, Buzzards Bay

Raze and rebuild existing dwelling, including landscaping, utilities and appurtenances within a VE Flood Zone.

JC Engineering, Inc.

Chm. Gray recused himself from discussion and vote. Palumbo chairing the meeting.

Brad Bertolo, JC Engineering -The project entails demolition of the existing dwelling. The site is located in the VE 17 flood zone, pending changes in mid July to an AE 16 flood zone. Applicant is using a foundation frost wall vs. piers or pilings. The coastal bank is 157 FT away, off the parking lot of the marina. There will be some connecting to utilities and minor fill.

Brendan Mullaney – this area is next to the town marina at Taylor's Point. The closest resource area is armored bank greater than 100 FT from the project site. On 7/16/14 the new flood

maps go into effect. Property is on town sewer - no septic issues. Standard tear down and rebuild, no concerns with the project.

No board comment.

Mr. Mulvey – asked about run off. Run off into the marina area is an issue with drainage. Applicants representative said they plan to keep as much runoff onto the property.

No further public comment.

Holmes moved and seconded by Weston to close the public hearing. Unanimous vote.

Brendan.Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1,2,3,5,9, 12,13,16-24 and Special Conditions 7,8,9 to the bylaw.

Kiebala moved and seconded by Weston from Draft Order of Conditions to Final Order of Conditions. Unanimous vote.

Chm. Gray back to chair the meeting at this time.

2. Mass Maritime Academy

DEP File Number SE7-1894 – 101 Academy Drive, Buzzards Bay

Construct an addition to existing dining facility, including new patio, stormwater management facility, sidewalks and landscaping within AE and VE Flood Zones and within 100 FT of a Wetland Resource Area. Hearing Under State Act Only – Continued from 5/1/14

Baxter Nye Engineering & Surveying representing:

Brendan Mullaney – this hearing was continued MEPA review. Applicant received MEPA approval with no changes to the project that had to be made; MEPA cautioned spending State funds in a velocity zone.

No board comment. No public comment.

Holmes moved and seconded by Weston to close public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1,2,3,5,9, 12,13,16-24 and no conditions to the bylaw.

Holmes moved and seconded by Weston Draft Order of Conditions to Final Order of Conditions. Unanimous vote.

3. Monica Lewis, Trustee of ECJ Property Trust

DEP File Number SE7-1893 – 67 Pasture Road, Scraggy Neck

Reconstruct an existing licensed stone groin within a VE Flood Zone, within a Wetland Resource Area and within 100 FT of a Wetland Resource Area.

Sullivan Engineering representing.

Continued from 5/1/14

Brendan Mullaney – the project was continued to determine if applicant had permission from Scraggy Neck Association for access over the beach. Applicant hasn't received a response to date and is asking for a continuance. The Scraggy Neck Association meeting will be at the end of June. This hearing will be put on the 7/10/14 meeting agenda.

No board comment. No public comment.

Holmes moved and seconded by Weston to continue to 7/10/14 at the request of the applicant. Unanimous vote.

4. Hideaway Village Condo Association

DEP File Number SE7-1896

749 Head of the Bay Road, Buzzards Bay

Perform beach nourishment within a VE Flood Zone, within a Wetland Resource Area and within 100 FT of a Wetland Resource Area.

BSC Group, Inc.

Continued from 5/15/14

Weston recused herself from discussion and vote at this time.

Chm. Gray – notified the board of the DMF letter dated 6/2/14 that was submitted to the file.

Matt Creighton, BSC Group – There will be a 3:1 slope which is standard and does well holding up to storms. The material used will be comparable to that of the beach; additional conditions through State and Federal levels may require some compensation or seeding plans.

Brendan Mullaney – Mr. Tim Mullen (DNR Director/Harbormaster) said there is shellfish resources with regard to the beach nourishment, but there is not a significant population of shellfish, however there is an indication of presence of seeds and adult shellfish. Mr. Mullen would like to conduct his own survey.

Brendan Mullaney – this approval will not valid until the applicant receives the DEP wetlands Chapter 91 license.

Creighton – there will be 3,500 cubic yards of sand to be spread by a front end loader with rubber tires and a small bulldozer. Any rocks will be depressed into existing substraights.

John Terriello, resident in Hideaway Village – agrees the seawall has to be done, however he feels the sand will wash away. The applicant’s representative explained the protection of the seawall and that the wall will be undermined.

Mary Kanseasian, resident in Hideaway Village – sees the project as an ecological benefit.

No board comment. No further public comment.

Holmes moved and seconded by Kiebala to close public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: All General, Special Conditions pursuant to MGL, Chapter 131, Section 140: 1,2,3,12,13,16-24 and Special Conditions pursuant to Town of Bourne Wetland Bylaw 1,8,9,12,14 and additional special conditions: ASC-1) In accordance with 310 CMR 10.27(5), clean sediment of a grain size compatible with that on the existing beach must be utilized.

ASC-2) Project proponent must contact the Director of the Department of Natural Resources at least four weeks prior to start of work to determine if any actions are required to prevent adverse impacts to shellfish within project area. Any actions deemed necessary by DNR Director must be performed at expense of project proponent.

ASC-3) All equipment must be stored above Mean High Water. In addition, adequate cleanup and containment equipment must be available on project site at all times in case of any fuel spills.

Holmes moved and seconded by Kiebala Draft Order of Conditions to Final. Unanimous vote.

Certificates of Compliance

1. Edward & Valerie Hickey

DEP File Number SE7-1665 – 80 Captain’s Row, Mashnee Island

Construct an addition and renovate existing dwelling, rebuild and relocate beach stairs, remove paved driveway and install new gravel driveway, plant 8 cedars and buffer plantings, install drywells, repair seawall, replace front steps, remove deck, install stone patio and second story deck, including associated grading landscaping, utilities and other appurtenances within an AE Flood Zone, within a VE Flood Zone and within 100 FT of a Wetland Resource Area.

Continued from 1/9/14.

Brendan Mullaney – a site visit was conducted and has determined site compliance – the fence was installed and additional plantings were put on the top of the coast bank. He recommends to grant.

Holmes moved and seconded by Weston to grant Certificate of Compliance. Unanimous. Vote.

2. Francis & Helen Fistori

DEP File Number SE7-1884 – 23 Nick Vedder Road, Buzzards Bay
Remove and replace an existing sloped concrete block revetment with new stone revetment within an AE Flood Zone and within a Wetland Resource Area (Coastal Bank)
JC Engineering representing

Brendan Mullaney – a site visit was conducted and there are three deviations to the conditions he needs to inform the board. 1) Additional creeping juniper on top of the revetment was added; 2) Additional sand added along the coastal beach; and 3) A small portion of the revetment on the east side of the property to stem any erosion on neighboring property. He recommends to grant. Applicant met the conditions of the plans with minor deviations.

Kiebala moved and seconded by Weston to grant Certificate of Compliance. Unanimous vote.

3. Angelo Moskovis

DEP File Number SE7-812 – 42D Maynard Lane, Buzzards Bay (Hideaway Village)
Construct foundation under existing dwelling and reconstruct and enlarge wooden deck within an AE Flood Zone and within 100 FT of a Wetland Resource Area
Norwood Engineering Co representing

Brendan Mullaney – a site visit was conducted and he has determined compliance with the order that was set. This project was from 1991 which seems to have been forgotten about and recommends to grant

Holmes moved and seconded by Kiebala to grant Certificate of Compliance. Unanimous vote.
Weston abstained.

Other Business

Approval of Minutes 5/1/14

Holmes moved and seconded by Kiebala to approve minutes of 5/1/14 as submitted.
Unanimous vote.

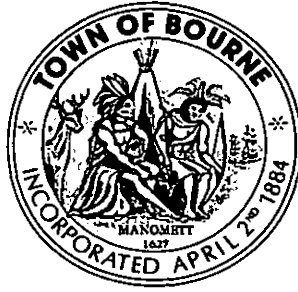
Excuse Absent Members

Holmes moved and seconded by Weston to excuse absent members Craig Rheinhardt and Lelito. Unanimous vote.

Adjourn

Holmes moved and seconded by Palumbo to adjourn. Meeting adjourned at 8:00 pm.
Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.



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TOWN CLERK'S OFFICE
BOURNE MASS

CONSERVATION COMMISSION AGENDA

Thursday, June 19, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Gary & Marcia Puryear **File Number:** CC14-26
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 83 Gilder Year, Gray Gables
Proposed Project: Construct an addition and garage including all associated grading, landscaping, and appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 2) **Applicant:** Nubar Hagopian **File Number:** CC14-27
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 18 Scotch House Road, Cataumet
Proposed Project: Relocate driveway, install fence, and remove stone retaining wall within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

- 3) **Applicant:** Paul Macuch **File Number:** CC14-28
Representative: SAME
Project Address: 18 Wright Lane, Cataumet
Proposed Project: Construct a porch within a VE Flood Zone

7:10) Notices of Intent:

- 1) **Applicant:** Kevin O'Neil **DEP File Number:** SE7-1900
Representative: Bracken Engineering, Inc.
Project Address: 14 Briarwood Lane, Monument Beach
Proposed Project: Reconstruct existing porch and patio, install field drain, and regrade and resurface driveway within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

Request to Amend Order of Conditions:

Applicant: Bruce & Kerri Wenzel

DEP File Number: SE7-1722

Representative: SAME

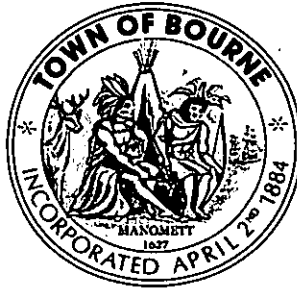
Project Address: 98 Tahanto Road, Pocasset

Proposed Project: Reconstruct and maintain existing licensed concrete seawall within an AE Flood Zone and within 100' of a Wetland Resource Area

Other Business:

- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Approval of Minutes – May 15, 2014

- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16



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TOWN CLERK'S OFFICE

CONSERVATION COMMISSION AGENDA (AMENDED), MASS

Thursday, June 19, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Gary & Marcia Puryear **File Number:** CC14-26
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 83 Gilder Year, Gray Gables
Proposed Project: Construct an addition and garage including all associated grading, landscaping, and appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 2) **Applicant:** Nubar Hagopian **File Number:** CC14-27
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 18 Scotch House Road, Cataumet
Proposed Project: Relocate driveway, install fence, and remove stone retaining wall within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

- 3) **Applicant:** Paul Macuch **File Number:** CC14-28
Representative: SAME
Project Address: 18 Wright Lane, Cataumet
Proposed Project: Construct a porch within a VE Flood Zone

7:10) Notices of Intent:

- 1) **Applicant:** Kevin O'Neil **DEP File Number:** SE7-1900
Representative: Bracken Engineering, Inc.
Project Address: 14 Briarwood Lane, Monument Beach
Proposed Project: Reconstruct existing porch and patio, install field drain, and regrade and resurface driveway within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

Request to Amend Order of Conditions:

- 1) **Applicant:** Bruce & Kerri Wenzel **DEP File Number:** SE7-1722
 Representative: SAME
 Project Address: 98 Tahanto Road, Pocasset
 Proposed Project: Reconstruct and maintain existing licensed concrete seawall within an AE Flood Zone and within 100' of a Wetland Resource Area

Other Business:

- ▶ Violation – 13A River Road, File SE7-1897, excessive clearing, removal of trees & vegetation (Discussion and possible vote)
- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Approval of Minutes – May 15, 2014

- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

CONSERVATION COMMISSION MEETING MINUTES

Thursday, June 19, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

TOWN CLERK'S OFFICE

Members present: Chm. Bob Gray, V. Chm. Martha Craig Rheinhardt, Peter Holmes, Betsy Kiebala, Paul Lelito, Rob Palumbo and Susan Weston. Alternate member Thomas Ligor

Chm. Gray called meeting to order at 7:00 pm and explained the Commission's procedure pursuant to the Wetland Protection Act M.G.L. c. 131, s. 40 and the Bourne Wetland Protection Bylaw Article 3.7.

Note: Chm. Gray addresses the audience in regards to recording a public hearing. If anyone wishes to record a public meeting, they are free to do so, however, it must be known by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting.

Michael Rausch recording tonight from Bourne Enterprise.

7:00) Requests for Determination of Applicability:

- 1) Applicant: Gary & Marcia Puryear File Number: CC14-26
- Representative: Barbara Frappier, Warwick & Associates, Inc.
- Project Address: 83 Gilder Road, Gray Gables
- Proposed Project: Construct an addition and garage including all associated grading, landscaping, and appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Barbara Frappier representing –Applicant seeks a free-standing one story garage with room above and a carport attached to the house. The carport will be on piers due to the proximity of the septic system and the garage will be free standing. All work proposed is within 100 feet of the coastal dune and AE flood zone.

No board comments.

Brendan Mullaney – proposed project is near the public beach in Gray Gables. This is a relative flat lot, which has a clear distinct edge from the lawn to the dune and associated vegetation towards the beach. The project is greater than 50FT from the resource area as required by the Bylaw. Hay bales will be used to protect from erosion and no major concerns with the project.

Weston – asked about going to the Board of Health. Ms. Frappier stated the project was designed after receiving comments from the Health Department.

No public comment.

Holmes moved and seconded Kiebala to approve under a Negative Two Determination. Unanimous vote.

- 2) Applicant: Nubar Hagopian File Number: CC14-27
 Representative: Barbara Frappier, Warwick & Associates, Inc.
 Project Address: 18 Scotch House Road, Cataumet
 Proposed Project: Relocate driveway, install fence, and remove stone retaining wall
 within AE and VE Flood Zones and within 100 feet of a Wetland
 Resource Area

Ms. Frappier representing – RDA filed for the purposes of making the lot more accessible and open a beach way for use by area residents. Applicant seeks to relocate driveway entirely on his lot and to remove section of wall and to install a stockade fence along both sides of the beach way. There is some fencing that is on the other side and doesn't belong to the applicant.

Brendan Mullaney – the proposed modifications are to change the alignment of the driveway, and subsequently realign the right-of-way for access of the neighborhood residents who have rights over the property. This is allowable use in existing landscaped areas. Applicant is exempt from MESA review. The pool was constructed and may not be in compliance as commission originally approved. Extends 6 FT from location permitted originally. This is a separate issue and not part of this application.

No board comments. No public comments.

Holmes moved and seconded by Weston to approve provision with the fence to be raised 4 inches off the ground to accommodate box turtles. Vote 6-1. No abstentions.

- 3) Applicant: Paul Macuch File Number: CC14-28
 Representative: SAME
 Project Address: 18 Wright Lane, Buzzards Bay
 Proposed Project: Construct a porch within a VE Flood Zone

Mr. Macuch representing – seeks to adding an open farmers porch on the left side. It will have rails along the edge of it.

Brendan Mullaney – this is a flat, developed lot in the velocity flood zone, no other jurisdictional resource areas within 100 feet of the proposed project. No other concerns with the project.

No board comments. No public comment.

Lelito moved and seconded by Kiebala a Negative Two Determination. Unanimous vote.

7:10) Notices of Intent:

1) Applicant: Kevin O'Neil DEP File Number: SE7-1900
Representative: Bracken Engineering, Inc.
Project Address: 14 Briarwood Lane, Monument Beach
Proposed Project: Reconstruct existing porch and patio, install field drain, and regrade and resurface driveway within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

Chm. Gray recused himself from discussion and vote. Martha Craig Rheinhardt will chair the meeting.

Mr. Zac Basinski representing – applicant seeks to remove deck and reconstruct and extend new deck will connect to the existing deck on the east side and add steps. Applicant also proposing to install a pervious patio and will add blue stone walking paths outside of the deck. Add small field drain to catch run off from the driveway. Applicant seeks to re-grade the driveway with new gravel.

Brendan Mullaney – technically there is a coastal bank already disturbed, seems to have been created when someone dug a bowl shaped area out of the lawn. This likely could have been handled with a request, but the Notice was filed in case there was need to address the coastal bank issue. Relatively simple project and no major concerns.

No board comments. No public comment.

Lelito moved and seconded by Palumbo to close the public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1,2,3,5,9, 12,13,16-24 and Special Conditions 7,8,9 to the bylaw and Special Conditions 20, 24 to continue in perpetuity.

Holmes moved and seconded by Lelito to move Draft Order of Conditions to Final Order of Conditions. Unanimous vote.

Request to Amend Order of Conditions:

1) Applicant: Bruce & Kerri Wenzel DEP File Number: SE7-1722
Representative: SAME
Project Address: 98 Tahanto Road, Pocasset
Proposed Project: Reconstruct and maintain existing licensed concrete seawall within an AE Flood Zone and within 100' of a Wetland Resource Area

Mr. Wenzel representing – applicant seeks to pull the old concrete wall out – work will be done by Gallo Construction. Bay Colony Concrete will construct new wall using same footprint and

same measurements. The stairway is not useable and the water is getting behind and undermining it.

Brendan Mullaney – this amendment is subsequent to the original file which was for Chapter 91 licensing. Wall will be put back in same footprint – it is in serious disrepair.

Mr. Wenzel - All work will be done from the upland and the plan is to pour concrete.

Brendan Mullaney – the order of conditions is current. The wall is in bad shape per photographs and was licensed a couple years and to be replaced in kind.

Mr. Mulvey – asked what will be done different. Applicant said it will be re-rod every 8". Applicant will supply weep holes to relieve pressure.

Weston and Lelito – applicant should have filed a Notice of Intent for a different purpose. Lelito said if amended they should have an engineered plan so it doesn't happen again. It is in best interest to have done right.

Mr. Wenzel – the wall was originally damaged when a crane was parked on it to remove boats after a storm – wall suffered serious damage.

Lelito – asked if it failed because of the crane. The applicant stated if the board saw the size of boats that were being moved, the board would have probably shut the project down.

Brendan Mullaney – relatively simple construction project. Filter fabric can be added and pvc piping to relieve hydraulic pressure.

Lelito moved and seconded by Weston to continue hearing to the 7/10/14 for applicant to submit engineering plan. Unanimous vote.

Other Business:

► Violation – 13A River Road, File SE7-1897, excessive clearing, removal of trees & vegetation (Discussion and possible vote)

Chm. Gray – large amount of trees and vegetation was stripped from this lot. There was discussion at the original hearing about what was to occur in the view shed and it said "selective clearing." Brendan Mullaney said applicant met with him to determine trees to be removed. There were a couple of trees that were close to the project. He received a call that excessive vegetation was cleared. He conducted a site visit and found the area was clear cut of almost everything to the coast bank and beyond. All scrub vegetation was cleared and almost all of cedar and pine trees were cleared. The applicant Vincent Michienzi was called and apologized and stated the contractor that was hired went above and beyond what he was hired

to do. He stated the contractor thought top of coastal bank, or TOCB on stakes, meant "to be cut".

Applicant re-planted a portion of the coastal bank; hay bales and silt fences not installed correctly. Replacement plants include rugosa rose, bayberry, winter berry, beach plum, and clethra. Nothing was submitted.

Brendan Mullaney – said the Order of Conditions was explicit about what could be removed but this violation went well beyond the limit of work and went beyond the top of the coastal bank. He feels an enforcement order should be issued with specific requirement for restoration or other restoration as the board sees fit. Restoration already was done does not come close to what was there. Regardless of how it happened, the work was done blindly.

Chm. Gray – there was a presentation to the board of what was going to be done. There was a view shed with selective clearing and made sure in the Order of Conditions for an on-site meeting with Brendan Mullaney to discuss specifics. Brendan Mullaney read the specific portion of the order of conditions into the record.

Chm. Gray – he would request an Enforcement Order and present a Restoration Plan; if applicant follows through all is well and good. If he doesn't, we can revoke the order of conditions and the applicant cannot build a house. It appears he made some effort with some of the plantings to restore what was taken out. He is concerned there is no water that he could see, so we have another hot day and it will be July soon and the plants won't survive the hot weather.

Craig Rheinhardt – add a condition to make sure the plantings survive. Chm. Gray said you should treat restoration planting the same the DEP would be looking at it if it was a wetland application. He would like to see some monitoring reports and a two-year monitoring period. In future actions, when the board sees a view shed, maybe include a plan that shows all existing trees and on same plan show which are to be removed; those get marked in the field and approved through the hearing process.

Chm. Gray – suggested no construction activities allowed until restoration project is approved by the board.

Weston moved and seconded by Kiebala to issue an Enforcement Order and to include:

The property owner shall take the following actions to prevent further violations of the Act and Town of Bourne Wetland Protection Bylaw:

- 1) Erosion controls, consisting at a minimum of a row of staked straw bales and silt fencing, must be installed at the base of the Coastal Bank and maintained until the entire area is restored and re-vegetated.
- 2) A detailed restoration plan, prepared by a competent professional, must be prepared and submitted to the Conservation Commission for review and approval.

The Commission will make specific requirements for the restoration upon review of the plan.

- 3) No other work that was approved by the Order of Conditions (MA DEP File SE7-1897), including the construction of any structures, is allowed until an approved restoration plan is substantially completed. Specific requirements defining completion of the restoration will be made by the Commission during review of the restoration plan.
- 4) The restoration plan must be submitted within 30 days of receipt of the Enforcement Order by the project proponent.

Unanimous vote.

Brendan Mullaney – to send copy of Enforcement Order to Atty. Troy, Building Inspector, DEP and TA Guerino.

▶ Vote – Excuse Absent Members, if necessary
There is a full board present tonight.

▶ Approval of Minutes – May 15, 2014

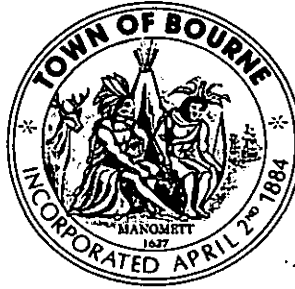
Lelito moved and seconded by Craig Rheinhardt to approve minutes of 5/15/14 as submitted. Unanimous vote. Weston abstained.

- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

Adjourn

Lelito moved and seconded by Kiebala to adjourn. Meeting adjourned at 8:15 pm. Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.



2014 JUL 1 AM 9 22
TOWN CLERK'S OFFICE
BOURNE, MASS

CONSERVATION COMMISSION AGENDA

Thursday, July 10, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Brett Ellis **File Number:** CC14-29
Representative: SAME
Project Address: 176 Presidents Road, Gray Gables
Proposed Project: Upgrade to new Title V septic system including landscaping and appurtenances within an AE Flood Zone
Hearing Under State Act Only

- 2) **Applicant:** Joseph Agrillo, Jr. **File Number:** CC14-30
Representative: SAME
Project Address: 140 & 142 Wings Neck Road, Pocasset
Proposed Project: Repair, maintain, and license an existing granite seawall within a VE Flood Zone and within 100 feet of a Wetland Resource Area

7:05) Notices of Intent:

- 1) **Applicant:** John & Kathryn Pearce **DEP File Number:** SE7-1901
Representative: Holmes & McGrath, Inc.
Project Address: 75 Winsor Road, Cataumet
Proposed Project: Install and maintain an in-ground swimming pool, garage, terraces, entrance posts and gate, driveway modifications, and all associated utilities, fencing, retaining walls, excavation, grading, landscaping and plantings within a VE Flood Zone and within 100 feet of a Wetland Resource Area

- 2) **Applicant:** Victor Gilbert **DEP File Number:** SE7-
Representative: Bracken Engineering, Inc.
Project Address: 35 Maryland Avenue, Monument Beach
Proposed Project: Raze and reconstruct an existing single family dwelling including all associated utilities, site work, landscaping, and appurtenances within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

- 3) **Applicant:** Monica Lewis, Trustee of ECJ Property Trust **DEP File Number:** SE7-1893
Representative: Sullivan Engineering, Inc.
Project Address: 67 Pasture Road, Scraggy Neck
Proposed Project: Reconstruct an existing licensed stone groin within a VE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area
Continued from June 5, 2014

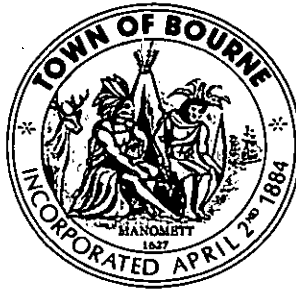
Request to Amend Order of Conditions:

- 1) **Applicant:** Bruce & Kerri Wenzel **DEP File Number:** SE7-1722
Representative: SAME
Project Address: 98 Tahanto Road, Pocasset
Proposed Project: Amend OOC to reconstruct and maintain existing licensed concrete seawall within an AE Flood Zone and within 100' of a Wetland Resource Area
Continued from June 19, 2014
- 2) **Applicant:** Tom & Diane O'Connor **DEP File Number:** SE7-1843
Representative: J.M. Grenier Associates, Inc.
Project Address: 9R Main Street, Buzzards Bay
Proposed Project: Amend OOC to include installation of block retaining wall, grading, installation of underground utilities and reconstruction of deck within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Other Business:

- ▶ Update on Indian Trail, Sagamore Beach
- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Approval of Minutes – June 5, 2014

- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16



2014 JUL 18 PM 11 18
TOWN CLERK'S OFFICE
BOURNE, MASS

CONSERVATION COMMISSION AGENDA

Thursday, July 24, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Brett Ellis **File Number:** CC14-29
Representative: SAME
Project Address: 176 Presidents Road, Gray Gables
Proposed Project: Upgrade to new Title V septic system including landscaping and appurtenances within an AE Flood Zone
Hearing Under State Act Only

- 2) **Applicant:** Joseph Agrillo, Jr. **File Number:** CC14-30
Representative: SAME
Project Address: 140 & 142 Wings Neck Road, Pocasset
Proposed Project: Repair, maintain, and license an existing granite seawall within a VE Flood Zone and within 100 feet of a Wetland Resource Area

- 3) **Applicant:** Gary & Marcia Puryear **File Number:** CC14-33
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 83 Gilder Road, Gray Gables
Proposed Project: Construct a deck within AE & VE Flood Zones and within 100 feet of a Wetland Resource Area

- 4) **Applicant:** Anne Steele **File Number:** CC14-32
Representative: Shawn MacInnes, MacInnes Consulting
Project Address: 53 Spruce Drive, Pocasset
Proposed Project: Upgrade to new Title V septic system including landscaping and appurtenances within an AE Flood Zone
Hearing Under State Act Only

- 5) **Applicant:** Mashnee Association, Inc. **File Number:** CC14-31
Representative: James Gonet
Project Address: 192 Clipper Road and Port Road, Mashnee Island
Proposed Project: Repair and resurface an existing cement shuffleboard, install a wooden shed, install two benches, install utilities, and perform landscape maintenance within a VE Flood Zone and within 100 feet of a Wetland Resource Area

7:10) Notices of Intent:

- 1) **Applicant:** John & Kathryn Pearce **DEP File Number:** SE7-1901
Representative: Holmes & McGrath, Inc.
Project Address: 75 Winsor Road, Cataumet
Proposed Project: Install and maintain an in-ground swimming pool, garage, terraces, entrance posts and gate, driveway modifications, and all associated utilities, fencing, retaining walls, excavation, grading, landscaping and plantings within a VE Flood Zone and within 100 feet of a Wetland Resource Area
- 2) **Applicant:** Victor Gilbert **DEP File Number:** SE7-
Representative: Bracken Engineering, Inc.
Project Address: 35 Maryland Avenue, Monument Beach
Proposed Project: Raze and reconstruct an existing single family dwelling including all associated utilities, site work, landscaping, and appurtenances within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area
- 3) **Applicant:** Monica Lewis, Trustee of ECJ Property Trust **DEP File Number:** SE7-1893
Representative: Sullivan Engineering, Inc.
Project Address: 67 Pasture Road, Scraggy Neck
Proposed Project: Reconstruct an existing licensed stone groin within a VE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area
Continued from June 5, 2014

Request to Amend Order of Conditions:

- 1) **Applicant:** Jack & Ann Wood **DEP File Number:** SE7-1802
Representative: Bracken Engineering, Inc.
Project Address: 35 Park Street, Pocasset
Proposed Project: Amend OOC to relocate dwelling, construct a garage, relocate septic tank, and associated grade changes within 100 feet of a Wetland Resource Area
- 2) **Applicant:** Bruce & Kerri Wenzel **DEP File Number:** SE7-1722
Representative: SAME
Project Address: 98 Tahanto Road, Pocasset
Proposed Project: Amend OOC to reconstruct and maintain existing licensed concrete seawall within an AE Flood Zone and within 100' of a Wetland Resource Area
Continued from June 19, 2014

- 3) **Applicant:** Tom & Diane O'Connor **DEP File Number:** SE7-1843
Representative: J.M. Grenier Associates, Inc.
Project Address: 9R Main Street, Buzzards Bay
Proposed Project: Amend OOC to include installation of block retaining wall, grading, installation of underground utilities and reconstruction of deck within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Certificates of Compliance:

- 1) **Applicant:** Brian Ciccariello **DEP File Number:** SE7- 1718
Representative: Thomas Roux, Bennett Engineering
Project Address: 55 Head of the Bay, Buzzards Bay
Proposed Project: Construct a new single family house including septic system, associated utilities, landscaping, and grading within 100 feet of a Wetland Resource Area
- 2) **Applicant:** Red Brook Homeowners Association, Inc. **DEP File Number:** SE7-1880
Representative: Bracken Engineering, Inc.
Project Address: Off Naim Road, Red Brook Harbor, Cataumet
Proposed Project: Removal and reconstruction of existing licensed pier with a modified pile configuration within a VE Flood Zone and within a Wetland Resource Area

Other Business:

- ▶ 13A River Road – Restoration Plan to address Enforcement Order
- ▶ Update – Indian Trail, Sagamore Beach
- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Approval of Minutes – June 5, 2014

- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

2014 JUL 28 AM 11 52
CONSERVATION COMMISSION MEETING MINUTES
Thursday, July 24, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

TOWN CLERK'S OFFICE

BOURNE, MASS.

Members present: Chm. Bob Gray, V. Chm. Martha Craig Rheinhardt, Peter Holmes, Betsy Kiebala, Paul Lelito and Susan Weston. Alternate member Thomas Ligor

Members excused: Rob Palumbo

Chm. Gray called meeting to order at 7:00 pm and explained the Commission's procedure pursuant to the Wetland Protection Act M.G.L. c. 131, s. 40 and the Bourne Wetland Protection Bylaw Article 3.7.

Note: Chm. Gray addresses the audience in regards to recording a public hearing. If anyone wishes to record a public meeting, they are free to do so, however, it must be known by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting.

7:00) Requests for Determination of Applicability:

- 1) Applicant: Brett Ellis File Number: CC14-29
 Representative: SAME
 Project Address: 176 Presidents Road, Gray Gables
 Proposed Project: Upgrade to new Title V septic system including landscaping and
 appurtenances within an AE Flood Zone
 Hearing Under State Act Only

Mr. Ellis – This is an upgrade to an existing septic, same location, no grade changes and will re-shell the drive area.

Brendan Mullaney – no other jurisdictional resources within 100 FT. This project will be an improvement over existing conditions, the lot is a flat, developed lot. No other concerns with the project.

No board comment. No public comment.

Lelito moved and seconded by Kiebala a Negative Two Determination. Unanimous vote.

- 2) Applicant: Joseph Agrillo, Jr. File Number: CC14-30
 Representative: SAME
 Project Address: 140 & 142 Wings Neck Road, Pocasset
 Proposed Project: Repair, maintain, and license an existing granite seawall within a
 VE Flood Zone and within 100 feet of a Wetland Resource Area

Chm. Gray explained he would recuse himself from discussion and vote if anyone had issues with him sitting on hearing. There were no objections so he remained for discussion and vote.

Joseph Agrillo, Jr. representing – the existing seawall has not been licensed in the past. The mean high water mark was below the wall according to plans dated 1961. This is a basic maintenance project to fill some voids with mortar. All work to be done by hand.

Lelito – asked if the applicant will do the work and will come back for Chapter 91 license.

Brendan Mullaney – the wall is in good shape but does need minor work to be done by hand. Applicant to utilize the Determination to obtain a license and include a maintenance plan for the wall. This is a routine project.

No board comment. No public comment.

Kiebala moved and seconded by Lelito a Negative Two Determination. Unanimous vote.

- 3) Applicant: Gary & Marcia Puryear File Number: CC14-33
 Representative: Barbara Frappier, Warwick & Associates, Inc.
 Project Address: 83 Gilder Road, Gray Gables
 Proposed Project: Construct a deck within AE & VE Flood Zones and within 100 feet
 of a Wetland Resource Area

Barbara Frappier representing – original project was for a carport and free standing garage. The original plan didn't include the extension of the deck behind the new carport. The project will be on sauna tubes.

No board comments.

Brendan Mullaney – the rest of the work on the garage and other portions have been approved a few meetings ago. This approval is for the deck expansion. No concerns with the project.

No public comment.

Holmes moved and seconded by Kiebala a Negative Two Determination. Unanimous vote.

- 4) Applicant: Anne Steele File Number: CC14-32
 Representative: Shawn MacInnes, MacInnes Consulting
 Project Address: 53 Spruce Drive, Pocasset
 Proposed Project: Upgrade to new Title V septic system including landscaping and
 appurtenances within an AE Flood Zone
 Hearing Under State Act Only

Shawn MacInnes representing – this is an upgrade to a new septic system which includes a new 1,500 gallon tank.

Brendan Mullaney – AE Flood Zone only, there are no other resource areas within 100 feet of proposed project. No concerns with the proposed project.

No board comment. No public comment.

Holmes moved and seconded with Weston a Negative Two Determination. Unanimous vote.

- 5) Applicant: Mashnee Association, Inc. File Number: CC14-31
 Representative: James Gonet
 Project Address: 192 Clipper Road and Port Road, Mashnee Island
 Proposed Project: Repair and resurface an existing cement shuffleboard, install a wooden shed, install two benches, install utilities, and perform landscape maintenance within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Mr. Gonet representing - applicant is seeking to reclaim some of the overgrowth on old cement pad that is used for recreation, meetings, etc., which is crumbling. Would like to refurbish and restore. Erect a 12'x12' shed to store recreational equipment. There will be two foot paths maintained by hand using hand clippers and spray eliminating the poison ivy. Two old benches from Mashnee Island were restored and will be put on Port Road.

Brendan Mullaney – the Association asked him to meet at the property and they had a number of projects to improve this parcel, he determined this filing would be necessary so they could improve and maintain the area that has traditionally been used for recreation and other activities. The shed could be moved to 50 FT from that dune.

No board comment. Mr. Mulvey asked about a generator. Applicant will not store any power equipment in the shed, just hand tools. No further public comment.

Craig Rheinhardt moved and seconded by Holmes a Negative Two Determination. Unanimous vote.

7:10) Notices of Intent:

- 1) Applicant: John & Kathryn Pearce DEP File Number: SE7-1901
 Representative: Holmes & McGrath, Inc.
 Project Address: 75 Winsor Road, Cataumet
 Proposed Project: Install and maintain an in-ground swimming pool, garage, terraces, entrance posts and gate, driveway modifications, and all associated utilities, fencing, retaining walls, excavation, grading, landscaping and plantings within a VE Flood Zone and within 100

feet of a Wetland Resource Area

Mr. Tim Santos representing – the property is currently developed with a single-family home. Applicant seeking to construct a garage and a pool. There will be maintenance and modification to the existing driveway. He is proposing an expansion to the driveway and there will be some landscape modification. All roof runoff will go to a dry well.

Ligor – asked why is applicant adding a fence in wetland area. Brendan Mullaney said the area is above the sea wall in the vegetated area and not in the resource area.

Kiebala – asked about the filling of the pool. Mr. Santos stated the pool is a salt water chlorination system which will be drained in a drywell south of the proposed garage when necessary. The capacity of drywell is 600 gallons.

Lelito – asked if the drywell will have any impact on the septic. Mr. Santos stated it will not as it will be a new Title V and will meet required setbacks.

Brendan Mullaney – explained there are resources on all sides of said project. There is a 50 FT no touch buffer zone. The actual structures are confined to being greater than 50 FT of the resource area. They are proposing a 3:1 area of mitigation plantings to accommodate the driveway. The area is mostly a combination of lawn and evergreen trees which is a good tradeoff. Applicant is not proposing any structures within 50 FT which is the intent of the bylaw and for an undeveloped property. The board needs to determine if driveway work is permissible with the mitigation proposed.

Lelito – suggested limiting the silt fence to where ground being disturbed only.

Chm. Gray – asked if the groins are licensed. The wall and bridge are licensed. The stones are on its original license. Brendan Mullaney said everything is either licensed or in the process licensed.

No further board comment. No further public comment.

Holmes moved and seconded by Leltio to close the public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1,2,3,5,6,9,10,12,13,16-24 and Special Conditions to the Bylaw 4,6,7,8,9 and Special Conditions 20,24 and Bylaw conditions 4,6 to continue in perpetuity.

Kiebala moved and seconded by Weston to move Draft Order of Conditions to Final Order of Conditions. Unanimous vote.

2) Applicant: Victor Gilbert DEP File Number: SE7-

Representative: Bracken Engineering, Inc.
Project Address: 35 Maryland Avenue, Monument Beach
Proposed Project: Raze and reconstruct an existing single family dwelling including all associated utilities, site work, landscaping, and appurtenances within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

Chm. Gray recused himself from discussion and vote. He turned the meeting over to Craig Rheinhardt.

Zac Basinski representing – this is an existing developed lot with single-family dwelling. The coastal bank runs along the seawall: VE 18 and AE 15 flood zone. The house was built in 1900. Applicant requests to raze and build a new house on the lot. The work is outside of the 50 FT buffer zone, with structures outside the VE. There will be a silt fence to prevent erosion and intrusion from neighboring lots.

Brendan Mullaney – this project meets criteria of the bylaw. De-nitrification is an improvement over the existing septic. There is erosion control proposed to limit migration of sediment to the resource area. No other concerns with the project.

No further board comments.

John Garanito, abutter – asked if the applicant can address the puddle under heavy storms in front of the property and hasn't been maintained very well. There is discussion about private roads and if there is a neighborhood association. Brendan Mullaney explained the issue is with road maintenance and not really pertinent to this project. The project will not increase amount of stormwater going onto the roadway. Paul Lelito explained the burden of roadway water is not to be put on the applicant and is not necessarily an issue for this hearing, which is for the tear down and reconstruction of a dwelling. This is mostly on association property and more of an association issue that could be discussed with neighbors to determine best way to address. No further public comments.

Kiebala moved and seconded by Holmes to close public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1-6,9,10,12,14,16-24 and Special Conditions to the Bylaw 4,7,8,9 and Special Conditions 20,24 to continue in perpetuity.

Kiebala moved and seconded by Weston to move Draft Notice of Intent to Final Notice of Intent. Unanimous vote.

Chm. Gray back to chair meeting.

3) Applicant: Monica Lewis, Trustee of ECJ DEP File Number: SE7-1893

Representative: Property Trust
Project Address: Sullivan Engineering, Inc.
Proposed Project: 67 Pasture Road, Scraggy Neck
Reconstruct an existing licensed stone groin within a VE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area
Continued from June 5, 2014

John O'Dea representing – the board asked for clarification for rights. The trusts' attorney has outlined the deed history and concludes applicant has rights on the roads including Seal Lane, as far as temporary movement for shoreline repairs. He submitted a Pierce and Mandell, PC letter dated 6/18/14 for the file.

The SNRA was not open to applicant crossing their property. Scraggy Neck Recreation Association letter re: 67 Pasture Road submitted for the file.

Paul Lelito asks if the SNRA has denied the request and therefore no longer involved with the hearing. Mr. O'Dea states yes, this project is completely separate from the Association (Lelito and Kiebala do not have to recuse themselves from discussion and vote).

The plan now is to use the right-of-way off of Seal Lane – vegetation will need to be removed but this is the least impact out of all the options. Applicant hopes to construct in the late fall. A Wilkinson ecological design letter dated 7/24/14 regarding alternative analysis for access to stone groin submitted for the file.

No further board comments.

Peter Sterling on board of Scraggy Neck Recreation asked how wide path will be. Mr. O'Dea states 12 FT.

Mary Jane Mastrangelo, 601 Scraggy Neck, on board of governors. Didn't understand the board's reasoning and wanted to know the best environmental position.

Brendan Mullaney – if applicant puts down the proper plating to traverse the area, you would hardly know a machine was there. He suggested applicant continue dialog with Association or continue on and move forward with the project.

Chm. Gray – there are two viable alternatives. Brendan Mullaney suggested the write the two viable alternative and let applicant and association decide.

Weston moved and seconded by Craig Rheinhardt to close public hearing. Unanimous vote. Kiebala abstained.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1,2,3,9,10,12,13,16-24 and Special Conditions to the Bylaw 7,8,9. Additional Special Conditions:

ASC-1) The "Narrative to Accompany Notice of Intent" is incorporated into this Order of Conditions.

ASC-2) All areas disturbed for construction access must be restored and revegetated to pre-existing conditions.

ASC-3) There are 2 viable options for access to the project site, as outlined as Access 1 and 2 in an Alternative Analysis for Access letter prepared by Wilkinson Ecological Design, dated July 24, 2014. This letter is incorporated into this Order of Conditions.

ASC-4) In the event that the proposed access affects the existing parking lot drainage, proper & effective drainage and revegetation efforts must be executed, thus eliminating the free flow of water across the dune area causing gully erosion. The project must be monitored for the duration of the permit to ensure there are no adverse impacts on the drainage system with annual reports submitted detailing the revegetation and the addition of a narrative to accompany methodology for construction of all areas disturbed to be restored and revegetated to previous conditions and two viable options. The board finds the condition referencing the Wilkinson letter dated 7/24/14. Also a plan for revegetation for the first two options are acceptable based upon determination of applicant and Scraggy Neck Association. Drainage will be monitored until it is completely vegetated.

Lelito – will write up documentation for the restoration of drainage to add to the Notice of Intent.

Holmes moved and seconded by Weston moved to include Lelito's additional special condition. Unanimous vote. Kieballa abstained.

Request to Amend Order of Conditions:

1)	<u>Applicant:</u>	Jack & Ann Wood	<u>DEP File Number:</u> SE7-1802
	<u>Representative:</u>	Bracken Engineering, Inc.	
	<u>Project Address:</u>	35 Park Street, Pocasset	
	<u>Proposed Project:</u>	Amend OOC to relocate dwelling, construct a garage, relocate septic tank, and associated grade changes within 100 feet of a Wetland Resource Area	

Chm. Gray recused himself from discussion and vote. He turned the meeting over to Craig Rheinhardt.

Brendan Mullaney – there are minor changes which are significant enough for an amendment with respect to the 50 FT buffer. This is slightly modified; it is the same project that was approved with a different site layout. No concerns as all timelines will be the same.

No board comment.

Martha Hothford, abutter wanted to review the plans and asked timeline. Mr. Basinski said the project will begin after Labor Day. No further public comment.

Holmes moved and seconded by Weston to grant Amendment Order of Conditions. Unanimous vote.

Chm. Gray back to chair the meeting.

- 2) Applicant: Bruce & Kerri Wenzel DEP File Number: SE7-1722
 Representative: SAME
 Project Address: 98 Tahanto Road, Pocasset
 Proposed Project: Amend OOC to reconstruct and maintain existing licensed
 concrete seawall within an AE Flood Zone and within 100' of a
 Wetland Resource Area - Continued from June 19, 2014

At the applicant's request, this meeting is continued to 8/7/14.

- 3) Applicant: Tom & Diane O'Connor DEP File Number: SE7-1843
 Representative: J.M. Grenier Associates, Inc.
 Project Address: 9R Main Street, Buzzards Bay
 Proposed Project: Amend OOC to include installation of block retaining wall, grading,
 installation of underground utilities and reconstruction of deck
 within an AE Flood Zone and within 100 feet of a Wetland
 Resource Area

Richard Record representing – applicant is seeking to extend the driveway. There was talk of change in overhead electrical service to underground before doing the wall.

Brendan Mullaney – this is an after-the-fact amendment. There was no detail and no stone wall shown on the original plan, it just stated "Driveway to be Extended". Applicant before the board to clarify and include details in plan of record to accurately reflect what is on the property.

No board comments. No public comments.

Holmes moved and seconded by Craig Rheinhardt to approve the Amendment of Conditions. Unanimous vote.

Certificates of Compliance:

- 1) Applicant: Brian Ciccariello DEP File Number: SE7- 1718
 Representative: Thomas Roux, Bennett Engineering

Project Address: 55 Head of the Bay, Buzzards Bay
Proposed Project: Construct a new single family house including septic system, associated utilities, landscaping, and grading within 100 feet of a Wetland Resource Area

Brendan Mullaney – a site plan was conducted and has determined compliance and recommends to grant.

Holmes moved and seconded by Weston to grant Certificate of Compliance. Unanimous vote.

2) Applicant: Red Brook Homeowners Association, Inc. DEP File Number: SE7-1880
Representative: Bracken Engineering, Inc.
Project Address: Off Nairn Road, Red Brook Harbor, Cataumet
Proposed Project: Removal and reconstruction of existing licensed pier with a modified pile configuration within a VE Flood Zone and within a

Brendan Mullaney – a site plan was conducted and has determined compliance and recommends to grant Certificate of Compliance.

Weston moved and seconded by Holmes to grant. Unanimous vote.

Other Business:

► 13A River Road – Restoration Plan to address Enforcement Order
Joe Agrillo, Jr. – submitted plans to Brendan Mullaney. There are four varieties of trees on the plant schedule (eastern red cedar and red, white oaks) and 70 plants with six varieties to be planted in area that was not supposed to be disturbed. Town water is available at the existing cottagewill water the plants until established.

Brendan Mullaney – at this point the board needs to look at plan to show what vegetation is being put back and make sure all will survive and thrive. Also need to determine if this is adequate representation of what was removed Paul Lelito suggests red oak, as they are more hardy in that area. He also suggested bayberry, beach plum and ink berry. A 4 FT pathway will be in between the plantings. There will be a two-year monitoring for the plants to ensure survival. Chairman Gray would like to see more vegetation planted between the proposed house and the river. He suggested to submit new plan with a line drawn 16 FT at the closest point and a line drawn 35 FT from the top of the bank landward. Chm. Gray recommended do work 1st or 2nd week of September.

Mr. Agrillo will revise and submit new plan.

► Update – Indian Trail, Sagamore Beach

Chm. Gray recused himself from discussion and vote.

Brendan Mullaney – this will be on the agenda for 8/7/14. Atty. Ford O'Connor went before the Board of Selectmen and sought permission to file a Notice of Intent at Indian Trail. The Selectmen voted to allow to bring the filing with the condition the Conservation Commission must authorize filing. Atty. Troy's opinion is that both parties have a recognized legal interest in the parcel. The Conservation Commission needs to determine if they want to enter into agreement with the Board of Selectmen as co-applicant for the project. If this is authorized, the applicant will file a Notice of Intent. There has been an additional property added to the project which now includes six (6) homes; not five (5) homes. If the board approves through a Notice of Intent, the homeowners would need to seek a permanent easement from Town Meeting which would require a 2/3rd vote. If this is in the affirmative, the next step would be to seek legislative approval.

Holmes – suggested Atty. Troy come to the 8/7/14 meeting. Brendan Mullaney will speak with TA Guerino.

Lelito – said this would give permission to file a Notice of Intent, but not a pre-approval.

Craig Rheinhardt – suggested the board review the Orders of Conditions before the meeting.

Scott Richards, homeowner on Indian Trail – he and his family have owned their home for generations and feels this project is very important and the area won't get better on its own.

▶ **Vote – Excuse Absent Members, if necessary**

Lelito moved and seconded by Holmes to excuse Rob Palumbo. Unanimous vote.

▶ **Approval of Minutes – June 5, 2014**

Kiebala moved and seconded by Holmes to approve as submitted. Unanimous vote.

▶ **Any other business that may legally come before the Commission**

▶ **Report of the Conservation Agent**

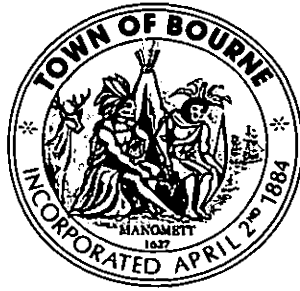
▶ **Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99**

▶ **Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16**

Adjourn

Holmes moved and seconded by Palumbo to adjourn. Meeting adjourned at 9:45 pm
Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.



2014 AUG 1 AM 10 46

TOWN CLERK'S OFFICE

CONSERVATION COMMISSION AGENDA

Thursday, August 7, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Robert Galante **File Number:** CC14-34
Representative: SAME
Project Address: 65 Cedar Point Drive, Pocasset
Proposed Project: Install an in-ground pool including landscaping and appurtenances and install gas service connection within an AE Flood Zone
Hearing Under State Act Only

- 2) **Applicant:** Peter Coffin **File Number:** CC14-35
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 126 Emmons Road, Monument Beach
Proposed Project: Construct a detached garage and repair existing house foundation, including associated landscaping, grading, and utilities within 100 feet of a Wetland Resource Area

- 3) **Applicant:** Town of Bourne **File Number:** CC14-36
Representative: Brendan Mullaney
Project Address: 21 Bournedale Road, Bournedale
Proposed Project: Create an access roadway and rehabilitate an existing fish passage structure within 100 feet of a Wetland Resource Area and within the 200 foot Riverfront Area

7:10) Notices of Intent:

- 1) **Applicant:** Richard & Tamar Irving **DEP File Number:** SE7-
Representative: Bracken Engineering, Inc.
Project Address: 5 & 12 Prospect Avenue, Pocasset
Proposed Project: Raze and rebuild an existing single family dwelling with associated grading, landscaping, utilities, and appurtenances within 100 feet of a Wetland Resource Area

Request to Amend Order of Conditions:

- 1) **Applicant:** Bruce & Kerri Wenzel **DEP File Number:** SE7-1722
 Representative: SAME
 Project Address: 98 Tahanto Road, Pocasset
 Proposed Project: Amend OOC to reconstruct and maintain existing licensed concrete seawall
 within an AE Flood Zone and within 100' of a Wetland Resource Area
 Continued from July 24, 2014

Other Business:

- ▶ 13A River Road – Update on Restoration Plan to address Enforcement Order
- ▶ 2,8,10,12,18,22 Indian Trail, Sagamore Beach – request by homeowners for authorization to file a Notice of Intent requesting to perform work on Town of Bourne property under the care and custody of the Conservation Commission
- ▶ Re-issue Amended Order of Conditions – File SE7-1802
- ▶ Re-issue Amended Order of Conditions – File SE7-1843
- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

CONSERVATION COMMISSION MEETING MINUTES

Thursday, August 7, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

Members present: Chm. Bob Gray, V. Chm. Martha Craig Rheinhardt, Betsy Kiebala, Rob Palumbo and Susan Weston.

Members excused: Peter Holmes, Paul Lelito and Alternate member Tom Ligor

Chm. Gray called meeting to order at 7:00 pm and explained the Commission's procedure pursuant to the Wetland Protection Act M.G.L. c. 131, s. 40 and the Bourne Wetland Protection Bylaw Article 3.7.

Note: Chm. Gray addresses the audience in regards to recording a public hearing. If anyone wishes to record a public meeting, they are free to do so, however, it must be known by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting.

7:00) Requests for Determination of Applicability:

- 1) Robert Galante, File Number CC14-34 at 65 Cedar Point Drive, Pocasset. Proposal: Install an in-ground pool including landscaping and appurtenances and install gas service connection within an AE Flood Zone. Hearing Under State Act Only.

Mr. Galante representing: proposing to install a swimming pool and fence as well as a gas line

No board comment. No public comment.

Brendan Mullaney – the proposed work is in the flood zone only. There are no other jurisdictional resources within 100 FT. This is a standard in-ground pool install. The gas line will be a standard installation. He has no concerns with the project.

Kiebala moved and seconded by Weston a Negative Two Determination. Unanimous vote.

- 2) Peter Coffin, File Number CC14-35 at 126 Emmons Road, Monument Beach. Proposal: To construct a detached garage and repair existing house foundation, including associated landscaping, grading and utilities within 100 FT of a Wetland Resource Area.

Ms. Frappier representing: the proposed work is on Toby Island. Applicant seeks to construct a garage per plans and is set to meet all minimum setbacks. The house is going to be lifted. The applicant will be coming back with another filing as he may move the house more landward, but won't know until they get underneath the foundation; the situation hasn't been solidified with how they are going to proceed at this time.

Brendan Mullaney – the detached garage meets the 50 FT setback and the applicant provided erosion controls. This is an old dwelling and some of the foundation is potentially in disrepair. The applicant will be filing another permit for future work or expansion of the structure. No other concerns with the project.

No board comment. No public comment.

Palumbo moved and seconded by Weston a Negative Two Determination. Unanimous vote.

- 3) Town of Bourne, File Number CC14-36 at 21 Bournedale Road, Bournedale. Proposal: To create an access roadway and rehabilitate an existing fish passage structure within 100 FT of a Wetland Resource Area and within the 200 FT Riverfront Area.

Brendan Mullaney representing – the project is to rehabilitate the existing structure which will be removed and rebuilt in the same location. Work to be done by DMF and the town will absorb the cost of materials. DMF has filed a permit with Army Corps of Engineers to authorize work on fish passage structures. A single-lane, dirt access road will be created to said structure through the wooded area to maintain the screen and structure itself. There will be a locked gate with no public vehicle access, only access for DNR and DMF. He walked the site and only a few trees will need to be removed; not much disruption.

No board comments.

No public comment.

Ed Woiszwillo, abutter, asked to review the proposed plans and the timeframe. Brendan Mullaney said the fall. Mr. Woiszwillo commented that the structure is in bad shape and needs to be repaired

Craig Rheinhardt moved and seconded by Kiebala a Negative Two Determination. Unanimous vote.

7:10) Notices of Intent:

- 1) Richard & Tamar Irving, DEP File Number SE7-__ at 5 & 12 Prospect Avenue, Pocasset. Proposal to raze and rebuild an existing single-family dwelling with associated grading, landscaping, utilities and appurtenances within 100 FT of a Wetland Resource Area.

At the applicant's request, this hearing will be continued to August 21, 2014

Request to Amend Order of Conditions:

- 1) Bruce & Kerri Wenzel, DEP File Number SE7-1722 at 98 Tahanto Road, Pocasset. Proposal: to amend OOC to reconstruct and maintain existing licensed concrete seawall

within an AE Flood Zone and within 100 FT of a Wetland Resource Area. Continued from 7/24/14.

Brendan Mullaney – this hearing was continued for additional details about the wall. The applicant submitted schematic and narrative summaries for the project. He read the narrative into the record. He said the board was interested in seeing a profile and additional construction methodology.

No board comment.

No public comment.

Brendan Mullaney – the amended changes from the original order and date of issuance is dated today and will expire per the terms of original order.

Kiebala moved and seconded by Weston to close the public hearing. Unanimous vote.

Kiebala moved and seconded by Weston to approve Amendment Order of Conditions. Unanimous vote.

Other Business:

► 13A River Road – Restoration Plan to address Enforcement Order

Brendan Mullaney – applicant is working on and will put on the agenda next meeting and plans to install restoration in mid September.

► Update –2,8,10,12,18,22 Indian Trail, Sagamore Beach

Chm.Gray recused himself from discussion and vote. Craig Rheinhardt to chair the meeting.

Atty. Ford O'Connor explained per Atty. Troy, the Board of Selectmen and the ConCom will need to sign on as co-applicants as the ConCom has management of the property. The Board of Selectmen gave their vote authorizing the filing of a Notice of Intent, pending the ConCom authorization. The entire project will be at the homeowners' expense.

Brendan Mullaney – Atty. Troy had a conflict so he wasn't able to attend tonight, but advised the board to take under advisement any legal or procedural questions and the matter can be continued until he can address in writing or in person. Atty. O'Connor stated no issue with that.

The main issue we need clarification at this point is that out of 6 properties, 4 had Orders of Conditions that referenced the coastal bank language that precludes any coastal engineering structure, including revetments, on the eroding coastal bank - these are legal documents which have been recorded at the Registry. There are three (3) : 1) Authorize filing of NOI with no caveats, no conditions; 2) Not authorize NOI; or 3) Authorize the filing of NOI with certain caveats conditions with the authorization.

Craig Rheinhardt – noticed 8 and 12 haven't done any work and have no protection.

Atty. O'Connor asked to continue until Atty. Troy can issue written comment or attend the meeting as well as having a full board of members.

The consensus of the board was to wait until they hear from Atty. Troy and see if he is available for the 8/21/14 meeting.

▶ Re-issue Amended Order of Conditions – File SE7-1802

Kiebala moved and seconded by Weston to approve the re-issue date of 7/24/14 of Amended Order of Conditions, File SE7-1802. Unanimous vote.

▶ Re-issue Amended Order of Conditions – File SE7-1843

Weston moved and seconded by Kiebala to approve the re-issue date of 7/24/14 of Amended Order of Conditions, File SE7-1843. Unanimous vote.

▶ Vote – Excuse Absent Members, if necessary

Palumbo moved and seconded by Weston to excuse Peter Holmes, Paul Lelito and Tom Ligor. Unanimous vote.

▶ Any other business that may legally come before the Commission

▶ Report of the Conservation Agent

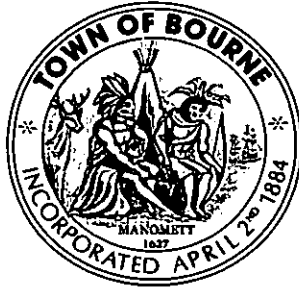
▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99

▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

Adjourn

Palumbo moved and seconded by Weston to adjourn. Meeting adjourned at 8:10 pm
Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.



CONSERVATION COMMISSION AGENDA

Thursday, August 21, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Joseph Agrillo, Jr. **File Number:** CC14-37
Representative: SAME
Project Address: 206 Presidents Road, Gray Gables
Proposed Project: Install an asphalt driveway with associated walkways and landscaping within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 2) **Applicant:** Philip Poirier **File Number:** CC14-38
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 10 Jefferson Road, Gray Gables
Proposed Project: Replace existing cesspool with new Title V septic system within 100 feet of a Wetland Resource Area

- 3) **Applicant:** Lisa Dunn **File Number:** CC14-39
Representative: James Moore
Project Address: 310D Shore Road, Bourne
Proposed Project: Construct a deck within an AE Flood Zone
Hearing Under State Act Only

7:10) Notices of Intent:

- 1) **Applicant:** Ken Vona **DEP File Number:** SE7-
Representative: Barbara Frappier, Warwick & associates, Inc.
Project Address: 24 Baxendale Road, Cataumet
Proposed Project: Renovate existing dwelling including installation of Title V septic system and all associated grading, landscaping, utilities, and other appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area

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TOWN CLERK'S OFFICE
BOURNE, MASS

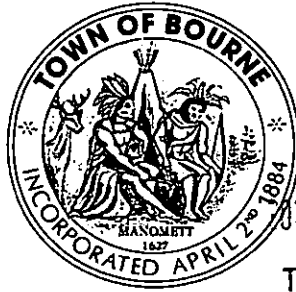
- 2) **Applicant:** Richard & Tamar Irving **DEP File Number:** SE7-
 Representative: Bracken Engineering, Inc.
 Project Address: 5 & 12 Prospect Avenue, Pocasset
 Proposed Project: Raze and rebuild an existing single family dwelling with associated grading, landscaping, utilities, and appurtenances within 100 feet of a Wetland Resource Area
 (Continued from July 24, 2014)

Certificate of Compliance:

- 1) **Applicant:** Walter Federow **DEP File Number:** SE7-1864
 Representative: Field Resources, Inc.
 Project Address: 69 Bellavista Drive, Pocasset
 Proposed Project: Construct an addition, garage, and driveway to existing single family dwelling within 100 feet of a Wetland Resource Area

Other Business:

- ▶ 13A River Road – Update on Restoration Plan to address Enforcement Order
- ▶ 2,8,10,12,18,22 Indian Trail, Sagamore Beach – request by homeowners for authorization to file a Notice of Intent requesting to perform work on Town of Bourne property under the care and custody of the Conservation Commission
- ▶ Approval of Minutes – June 19, 2014 & July 25, 2014
- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16



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TOWN CLERK'S OFFICE

CONSERVATION COMMISSION AGENDA (Amended)

Thursday, August 21, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Joseph Agrillo, Jr. **File Number:** CC14-37
Representative: SAME
Project Address: 206 Presidents Road, Gray Gables
Proposed Project: Install an asphalt driveway with associated walkways and landscaping within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 2) **Applicant:** Philip Poirier **File Number:** CC14-38
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 10 Jefferson Road, Gray Gables
Proposed Project: Replace existing cesspool with new Title V septic system within 100 feet of a Wetland Resource Area

- 3) **Applicant:** Lisa Dunn **File Number:** CC14-39
Representative: James Moore
Project Address: 310D Shore Road, Bourne
Proposed Project: Construct a deck within an AE Flood Zone
Hearing Under State Act Only

7:10) Notices of Intent:

- 1) **Applicant:** Ken Vona **DEP File Number:** SE7-
Representative: Barbara Frappier, Warwick & associates, Inc.
Project Address: 34 Baxendale Road, Cataumet
Proposed Project: Renovate existing dwelling including installation of Title V septic system and all associated grading, landscaping, utilities, and other appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 2) **Applicant:** Richard & Tamar Irving **DEP File Number:** SE7-
 Representative: Bracken Engineering, Inc.
 Project Address: 5 & 12 Prospect Avenue, Pocasset
 Proposed Project: Raze and rebuild an existing single family dwelling with associated grading,
 landscaping, utilities, and appurtenances within 100 feet of a Wetland Resource
 Area
 (Continued from July 24, 2014)

Certificate of Compliance:

- 1) **Applicant:** Walter Federow **DEP File Number:** SE7-1864
 Representative: Field Resources, Inc.
 Project Address: 69 Bellavista Drive, Pocasset
 Proposed Project: Construct an addition, garage, and driveway to existing single family dwelling
 within 100 feet of a Wetland Resource Area

Other Business:

- ▶ 13A River Road – Update on Restoration Plan to address Enforcement Order
- ▶ 2,8,10,12,18,22 Indian Trail, Sagamore Beach – request by homeowners for authorization to file a Notice of Intent requesting to perform work on Town of Bourne property under the care and custody of the Conservation Commission
- ▶ Approval of Minutes – June 19, 2014 & July 24, 2014
- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

CONSERVATION COMMISSION MINUTES

August 21, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

Chm. Gray called meeting to order at 7:00 pm and explained the Commission's procedure pursuant to the Wetland Protection Act M.G.L. c. 131, s. 40 and the Bourne Wetland Protection Bylaw Article 3.7.

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TOWN CLERK'S OFFICE
BOURNE, MASS

Note: Chm. Gray addresses the audience in regards to recording a public hearing. If anyone wishes to record a public meeting, they are free to do so, however, it must be known by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting.

Members present: Chm. Bob Gray, Betsy Kiebala, Paul Lelito, Rob Palumbo and Susan Weston. Alternate member Thomas Ligor also present.

Members excused: V. Chm. Martha Craig Rheinhardt, Peter Holmes

REQUESTS FOR DETERMINATION OF APPLICABILITY:

Applicant: Joseph Agrillo, Jr.
File Number: CC14-37
Representative: SAME
Project Address: 206 Presidents Road, Gray Gables
Proposed Project: Install an asphalt driveway with associated walkways and landscaping within a AE Flood Zone and within 100 FT of a Wetland Resource Area

Homeowner is present tonight. Applicant seeks to install an asphalt driveway for access for his father who is disabled.

Brendan Mullaney – the driveway is in the Flood Zone only and there is wetlands 70 FT behind the house. The submitted plans show a wheelchair walkway for access. There will be some heavy equipment used to dig out the driveway and they will use the lower area of the side for drainage. He has no concerns with the project.

No board comment. No public comment.

Lelito moved and seconded by Palumbo a Negative Two Determination. Unanimous vote.

Applicant: Philip Poirier
File Number: CC14-38
Representative: Barbara Frappier, Warwick & Associates
Project Address: 10 Jefferson Road, Gray Cables
Proposed Project: Replace existing cesspool with new Title V septic system within 100 FT of a Wetland Resource Area

Ms. Barbara Frappier – this is a project the board has visited on a couple of occasions. The most recent was the addition of a garage in the front of the house. Part of that was to relocate the septic tank to keep a proper setback for the foundation of the garage. Although the cesspool there is functioning and passed inspection, the applicant wanted to upgrade the entire system, although not Board of Health requirement.

Brendan Mullaney – the system in front of the house as shown will have no disturbances to the coastal bank. This upgrade will be significantly better than the current cesspool. He has no other concerns with the project.

No board comment. No public comment.

Kiebala moved and seconded by Holmes a Negative Three Determination. Unanimous vote.

Applicant: Lisa Dunn
File Number: CC14-39
Representative: James Moore
Project Address: 310D Shore Road, Bourne
Proposed Project: Construct a deck within an AE Flood Zone
Hearing Under State Act Only

Mr. James Moore is not present tonight. Brendan Mullaney explained that all the appropriate paperwork was handed in and the board can hear the application going forward.

Brendan Mullaney – project is in Flood Zone only, there are no other jurisdictional resources within 100 FT. This project is off of Shore Road. He has no concerns with the project.

No board comment. No public comment.

Lelito moved and seconded by Holmes a Negative Two Determination. Unanimous vote.

NOTICES OF INTENT:

Applicant: Ken Vona
DEP File Number: SE7- 1904
Representative: Barbara Frappier, Warwick & Associates
Project Address: 34 Baxendale Road, Cataumet
Proposed Project: Remove existing dwelling including installation of Title V septic system and all associated grading, landscaping, utilities and other appurtenances within an AE Flood Zone and within 100 FT of a Wetland Resource Area.

Ms. Barbara Frappier representing – coastal bank wraps around the entire property. Right now it is a 4-bedroom property and a cesspool near the driveway. Applicant is proposing to take down the house and rebuild on the same footprint. The only difference will remove two small porches and add one porch on the front. There will be some work on the foundation to make compatible with building requirements. Proposing to move septic to the beginning of the driveway. The leaching area will be 150 FT away from the top of a coastal bank per Board of Health requirements. There will be a pump system up to the leaching area. Trenching down the driveway to relocate the water and gas.

Lelito – asked if the block foundation will be repaired. Ms. Frappier responded yes.

Chm. Gray – asked about the stonewall and the pier licensed. Ms. Frappier responded yes to the pier and doesn't remember about the wall. She will check if the wall is licensed and if necessary, Mr. Vona will obtain proper licensing.

Brendan Mullaney – not moving any closer to resource area than currently exists. The new septic system would be a vast improvement over existing conditions. No concerns with the project.

Abutter expressed concern about the load of trucks going over the bridge. Ms. Frappier will have a conversation with Mr. Vona to know what the load is. Chm. Gray suggested contacting Mr. George Sala from the DPW and the Fire Department to see if they are aware of a rating on the bridge.

No further board comments.

Lelito moved and seconded by Holmes to close the public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: All General Conditions, Special Conditions pursuant to MGL, Chapter 131, Section 140 numbers 1-6,9,10,12-13; 16-24 and Special Conditions to the Bylaw 4,6,7,8,9. Special Conditions 20 and 24 to continue in perpetuity.

Weston moved and seconded by Holmes to move Draft Order of Conditions to Final Order of Conditions. Unanimous vote

Applicant: Richard & Tamar Irving
DEP File Number: SE7-1903
Project Address: 5&12 Prospect Avenue, Pocasset
Representative: Bracken Engineering
Proposed Project: Raze and rebuild of existing single-family dwelling with a plan of landscaping, utilities and appurtences within 100 FT of the Wetland Resource Area
CONTINUED FROM 7/24/14

Chm. Gray recused himself from discussion and vote as he has a working relationship with Bracken Engineering. Paul Lelito to chair the meeting.

Mr. Zac Basinski representing – most of the work being done at 12 Prospect Avenue. Looking to do also perform work on the right of way between 5 & 12 Prospect Ave. Raze and rebuild house within 75 FT of wetland area. Proposing to rebuild new structure and install new septic with denitrification within the 150 FT buffer to the wetland. The new house will have an overall reduction in nitrogen loading with the alternative system as well as reducing the bedrooms from 6 to 4 bedrooms. All disturbance will be done on the existing property.

Brendan Mullaney – met with Mr. Basinski to move wetland delinreacion slightly closer to the project based on vegetation. It is an isolated wetland area. There are some steps on the paper street between 5 & 12 that will be replaced. Nitrogen removal system will be a vast improvement over the existing conditions, which is a cesspool. No other concerns with the project.

No board comment and no public comment.

Palumbo moved and seconded by Holmes to close the hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: All General Conditions, Special Conditions pursuant to MGL, Chapter 131, Section 140 numbers 1-6,9,10,12-13; 16-24 and Special Conditions to the Bylaw 4,6,7,8,9. Special Conditions 20 and 24 to continue in perpetuity.

Holmes moved and seconded by Kiebala to move Draft Order of Conditions to Final Order of Conditions. Unanimous vote.

Chm. Gray back to chair the meeting.

CERTIFICATE OF COMPLIANCE

Applicant: Walter Federow
DEP File Number: SE7-1864
Representative: Field Resources, Inc.
Project Address: 69 Bellavista Drive, Pocasset
Proposed Project: Construct an addition, garage and driveway to existing single-family dwelling within 100 FT of a Wetland Resource Area

Brendan Mullaney – conducted a site visit and has determined compliance with the order. He recommends to grant.

Holmes moved and seconded by Kiebala to grant Certificate of Compliance. Unanimous vote.

Other Business

► 13A River Road – update on Restoration Plan to address Enforcement Order
Brendan Mullaney – Mr. Agrillo not able to make it tonight. There are revised plans with additional planting in the buffer zone and showing a pathway going through the vegetation down to the water. Change of plant list per the Commission. The criteria is what was asked and there is some planning on the planting in September.

► 2,8,10,12,18,22 Indian Trail, Sagamore Beach – request by homeowners for authorization to file a Notice of Intent requesting to perform work on Town of Bourne property under the care and custody of the Conservation Commission.

Chm. Gray removed himself from the meeting tonight. Paul Lelito to conduct the remainder of the meeting. For the record, Paul stated he left LEC, the company who is here tonight as consultants for the homeowners, seven years ago and has no affiliation with the company. There is no financial interest with the company.

Atty. Troy – handed out his memo to the board tonight. He was asked by the TA Guerino and Brendan Mullaney to answer any legal questions the board may have. He is not here to insert himself into of the deliberations of the board. The determination to be made is the board's decision.

He was asked whether or not there is a prohibition of the construction of revetments on the town parcel based on the Order of Conditions for 4 of the 6 properties in question. He answered in the negative and that it is a burden on the existing properties, not the adjacent property. This is his legal opinion and he has submitted this opinion to the board and town administrator.

Kiebala – asked if the Order of Conditions still apply for the town who owns the property. Atty. Troy said his opinion is predicated on a fact that the revetment will be done on the town's property and not the property owned by the individual homeowners. If it turned out the work was going to be done on part of the private properties, his opinion may not be the same because it is a different question.

Atty. Troy – this is a difficult project to accomplish and there are a lot of hurdles to climb. The big hurdle was Town Meeting when this whole matter originally came to his attention, he urged everyone to get this on the Town Meeting warrant. For Town Meeting to grant a permanent easement, this will require a 2/3 vote. He suggested to the town and property representatives for a Special Town Meeting to know if the town is interested. If an easement is granted, the proponents would still be required to file a Notice of Intent with the Commission. One of the decisions the board has to make is to decide if work proposed on town property is consistent with Wetlands Protection Act and what the statute says.

Lelito – if the board votes in the positive, the board would sponsor the article. Atty. Troy said this does not obligate the Commission. The board is not taking any position whatsoever. It has to be approved on its technical merit. Atty. Troy said he cautioned the town to be careful of

“gifts”. The town itself should have looked down the road to see this happen. Brendan Mullaney said the person who gifted the land should have done research before offering to the town as a gift.

Kiebala – asked what happens to the homeowners who are not on the application. Atty. Troy said people impacted by the applicants, they would represent themselves. Listen what is involved and take action as appropriate.

Mr. James Mulvey – asked who has powers over the Conservation Land? It is the Conservation Commission. In his opinion, he gave clarification that if the work is approved and conditions set; the wording on the agenda doesn't reflect that. The agenda doesn't imply there is a procedure that needs approval and conditions set.

Brendan Mullaney – this discussion tonight has nothing to do with approval of the work; it is a paper request allow the Commission to determine whether or not they will authorize the filing of a Notice of Intent for work on town property. Atty. Troy said it is correctly stated in the agenda; the land is under the care of the town, not the work. The property is under the care and custody of the Conservation Commission and not the work to be done.

Lelito – this discussion is not on the technical merit of the project, but rather allowing the proponents to seek permission through an application.

Weston – she was on the board when the Order of Conditions were made for these properties and did see issues down the road. Based on that, the homeowners knew when they were building the houses that there would be issues with the bank and that a revetment could not be built to protect it. In summary, the board is entrusted of protection of our resources, which is the beach. It is ludicrous to allow someone to build revetments as the beaches will go. The revetments disrupt the natural happenings of the beach. We are wasting their time and money and the board's energy. She feels the board should not allow the proposed work.

Kiebala – feels the board should allow the homeowners to file and to take their chances.

Ligor – he agrees with Ms. Weston with focusing on saving the beach, but the board should concentrate on the bay itself. Lelito said this is not up for discussion tonight.

Public comment

Mr. Don Perry – the homeowners are interested in saving the embankment and to reduce erosion of the beach. Mr. Stan Humphries is here tonight to discuss design. We also have North Sagamore Water Commissioners letter addressing their concerns as well and supporting the project.

Palumbo – is conflicted as the board has regulations to go by. Hearing from Mr. Humphries and others is great, but he has to follow the regulations. He feels the homeowners are going to have a hard time getting through the regulations.

Brendan Mullaney – at the last meeting there was questions that needed Atty. Troy to clarify. At this point, the only real crux of the discussion is the decision of the board to authorize a Notice of Intent. In his opinion it is a yes or no question. Anything else would have to be discussed at another meeting.

Mr. Mulvey – other than town land being used, simple questions as to whether or not to allow the homeowners to file a Notice of Intent. Palumbo said to Mr. Mulvey that is the second step; the first step is the Commission to propose a project on our land.

Lelito – this is a decision based on what Atty. Troy has said tonight.

Barbara Sullivan – for the Jones family. She clarified that the deed restriction did not attach to the town land. The town land is free and clear of all encumbrances. We have a history battle stabilizing the bank and it is successful. This is not brand new and has been tested on our beach and something we feel strongly about.

A member from the North Sagamore Water District is in support of this project as stated in the letter written.

Abutter from Indian Trail worries about the septic tanks falling further down the cliffs; having on the beach will condemn the beach.

Abutter from Indian Trail is in support of the project. He said the issue will just get worse.

Ms. Horne – asked how the town received the land. Atty. O'Connor, for the applicants, explained the land was given to the Bourne Conservation Trust in the 1980's and to the town in 2005.

COMMISSION VOTE:

Holmes moved and seconded by Kiebala to allow homeowners to file the Notice of Intent. Vote 3-1. Weston opposed. The motion carries.

► Approval of Minutes – June 19, 2014 & July 24, 2014

Lelito moved and seconded by Weston to approve minutes of 6/19/14 as submitted. Unanimous vote.

Weston moved and seconded by Lelito to approve minutes of 7/24/14 as submitted. Unanimous vote.

► Vote – Excuse Absent Members, if necessary

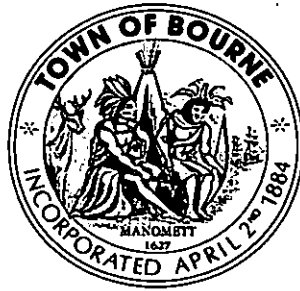
Palumbo moved and seconded by Weston to excuse absent member Martha Craig Rheinhardt. Unanimous vote.

- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

Adjourn

Kiebala moved and seconded by Weston to adjourn. Meeting adjourned at 8:00 pm.
Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.



2014 AUG 28 AM 11 51

CONSERVATION COMMISSION AGENDA

Thursday, September 4, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Gordon Francis **File Number:** CC14-40
Representative: McKinnon & Keese Engineering
Project Address: 41 Massasoit Avenue, Pocasset
Proposed Project: Replace existing block retaining wall with new reinforced concrete wall within a VE Flood Zone and within 100 feet of a Wetland Resource Area

- 2) **Applicant:** Nancy Vendice **File Number:** CC14-41
Representative: SAME
Project Address: 21 Kenwood Road, Pocasset
Proposed Project: Construct a deck within an AE Flood Zone and within 100 feet of a Wetland Resource Area

7:05) Notices of Intent:

- 1) **Applicant:** Peter Coffin **DEP File Number:** SE7-
Representative: Barbara Frappier, Warwick & associates, Inc.
Project Address: 126 Emmons Road, Monument Beach
Proposed Project: Lift and relocate existing dwelling, construct additions, install an in ground swimming pool, installation of Title V septic system and all associated grading, landscaping, utilities, and other appurtenances within 100 feet of a Wetland Resource Area

Certificate of Compliance:

- 1) **Applicant:** Ladd Homes LLC **DEP File Number:** SE7-1885
Representative: SAME
Project Address: 26 Shore Road, Bourne Village
Proposed Project: Construct single family home with attached garage, Title V septic system, utility installation, and all associated clearing, grading, and landscaping within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Other Business:

- ▶ Sign Determinations of Applicability for Files CC14-37, CC14-38, CC14-39
- ▶ Approval of Minutes – August 7, 2014
- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

CONSERVATION COMMISSION AGENDA

September 4, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

2014 NOV 14 AM 11 15
CLERK'S OFFICE
BOURNE, MASS

Chm. Gray called meeting to order at 7:00 pm and explained the Commission's procedure pursuant to the Wetland Protection Act M.G.L. c. 131, s. 40 and the Bourne Wetland Protection Bylaw Article 3.7.

Note: Chm. Gray addresses the audience in regards to recording a public hearing. If anyone wishes to record a public meeting, they are free to do so, however, it must be known by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting.

Members present: Chm. Bob Gray, Betsy Kiebala, Paul Lelito, Rob Palumbo and Susan Weston. Alternate member Thomas Ligor also present.

Members excused: V. Chm. Martha Craig Rheinhardt and Peter Holmes

REQUESTS FOR DETERMINATION OF APPLICABILITY

#1 Gordon Francis

File Number CC14-40

41 Massasoit Avenue, Pocasset

Replace existing block retaining wall with new reinforced concrete wall within a VE Flood Zone and within 100 FT of a Wetland Resource Area.

McKinnon & Keese Engineering representing – there is an existing retaining wall which is in need of repair – currently allows a lot of silt go into the salt marsh area. Proposing new wall with piping in the wall which will filter out most of the sediment that flows towards the ocean.

Lelito – asked about resource determination. He also asked what is the resource area boundry line and who determined it.

Brendan Mullaney – there is some salt tolerant vegetation in the vicinity of the wall, but the salt marsh is well below the wall. The retaining wall is old and in disrepair. Extreme high water is 18 FT from the retaining wall and this would mark the potential upper limits of salt marsh. The concern he had was the jetty structure that was protruding into the salt marsh area. A lot of these areas were man-made and naturalized back.

Chm. Gray – looking at the property line on the plan that the stones aren't on this property and on a piece of what is Massasoit Avenue which is seaward of 41 Massasoit Avenue.

Brendan Mullaney – not afforded much protection with the current wall. The new wall would be a vast improvement over existing conditions. No other concerns with the project.

No board comment. No public comment.

Kiebala moved and seconded by Palumbo a Negative Two Determination. Unanimous vote.

#2 Nancy Vendice

File Number CC14-41

21 Kenwood Road, Pocasset

Construct a deck within an AE Flood Zone and within 100 FT of a Wetland Resource Area

Mr. Chris Southwood representing – seeks to replace and expand the existing deck. The only disturbance will be coming from the soil which will be hand dug with sono tubes.

No board comment. No public comment.

Brendan Mullaney – simple project with a small isolated wetland adjacent to the property – wetland was flagged and consists almost entirely of Japanese knotweed. The new structure isn't closer than the current one exists and no other concerns with the project.

Palumbo moved and seconded by Weston a Negative Two Determination. Unanimous vote.

NOTICES OF INTENT

#1 Peter Coffin

DEP File Number SE7-_____

126 Emmons Road, Monument Beach

Lift and relocate existing dwelling, construct additions, install an in-ground swimming pool, installation of Title V septic system and all associated grading, landscaping, utilities and other appurtenances within 100 FT of a Wetland Resource Area.

Ms. Frappier representing – applicant seeking to move the house back. There currently is a hot tub which is less than 10 FT off the top of the coastal bank. The plan is to elevate the house, slide back 25 FT from the top of the coastal bank. The hot tub will be removed. Also proposed is the installation of a swimming pool which is well back from existing front deck. There is buffer zone work. Existing cess pools will be removed and new Title V septic system will be installed.

Brendan Mullaney – this is where the board did a site visit for revetment work last year. There are some existing structures close to the top of the coastal bank. The hot tub will be taken out and the house will be moved further back. The bank itself is well vegetated stabilized; it has been armored at the bottom. On the other side of the property the new septic system will be a improvement over existing conditions. We have no file number so we will have to continue. No further concerns with the project.

At the applicant's request, the hearing will be continued to 9/18/14 due to no file number at this time. An order of conditions will be set.

CERTIFICATE OF COMPLIANCE

#1 Ladd Homes LLC

DEP File Number: SE7-1885

26 Shore Road, Bourne Village

Construct single-family home with attached garage, Title V septic system, utility installation and all associated clearing, grading and landscaping within an AE Flood Zone and within 100 FT of a Wetland Resource Area.

Brendan Mullaney – a site visit was conducted and said the builder is in a rush. The property was just hydro seeded yesterday afternoon. He took some photographs and showed the board. There was supposed to be 50 FT setback to the wetland that for the most part has been observed, but since the last time he was there, a bit of disturbance. The stone retaining wall was not shown on the original plan and is on the as-built that was submitted. In his opinion, it would be the board’s discretion to issue the Compliance or wait to make sure the grass areas become stabilized.

Chm. Gray – asked if the wall was 50 FT back. Brendan Mullaney said according to the plan it is. Initially there was a 1-2 FT increase in grade; it seems the wall is higher than the initial grades.

Lelito – asked if the wall violates the Order. Chm. Gray said it is just not shown on the original plan. Lelito said this is a structure put in illegally and he would like the applicant to file an Amendment.

Brendan Mullaney - the wall was not included by the engineer Mr. John Veracka from Kingston, MA. If the engineer acknowledged the wall, he would feel more comfortable approving the retaining wall. At a minimum, there should be a letter from the engineer for discrepancies from the original plan to what it is now. The wall is the major difference between the plan of record and the as-built.

Weston moved and seconded by Lelito that the engineer revise his letter to provide justification of the wall and the applicant requests to Amend the Order of Conditions to permit the wall. Vote 3-0-1 in favor. Palumbo opposes.

OTHER BUSINESS:

Sign Determination of Applicability for Files CC14-37, CC14-38, CC14-39

Brendan Mullaney – these files were somehow missing from the previous meeting and haven’t received signatures. They will still be legal and issued within 21 days.

Approval of Minutes

Lelito moved and seconded by Kiebala to approve minutes of 8/7/14 as submitted. Unanimous vote. Weston abstained.

Excuse Absent Members

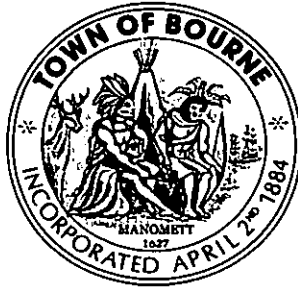
Palumbo moved and seconded by Lelito to excuse absent members Martha Craig Rheinhardt and Peter Holmes. Unanimous vote.

Lelito – raised concern with the Town of Bourne’s Wetlands Protection Act, Bylaw Articles.3.7 and the 50 FT no touch, when we have a structure with one small point existing 10 FT from top of coastal bank we allow them to build an entire new structure with the same setback. Chm. Gray said you have to be practical about it. For example, the 50 FT buffer in terms of no touch is practical when dealing with raw land and a new building; on a lot that is totally developed, it is arbitrary. Lelito states he does not agree with this concept and the board should impose greater setbacks.

Adjourn

Lelito moved and seconded by Palumbo to adjourn. Meeting adjourned at 8:30 pm. Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.



2014 SEP 11 PM 3 30

CONSERVATION COMMISSION AGENDA

Thursday, September 18, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Ray Shepherd **File Number:** CC14-42
Representative: Jack Vaccaro, Vaccaro Environmental Consulting
Project Address: 18 Wabash Avenue, Pocasset
Proposed Project: Upgrade to new Title V septic system within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 2) **Applicant:** Emilie Martin **File Number:** CC14-44
Representative: SAME
Project Address: 710 County Road, Pocasset
Proposed Project: Construct a an addition within 100 feet of a Wetland Resource Area and within the 200' Riverfront Area

- 3) **Applicant:** Paul D'Angelo **File Number:** CC14-45
Representative: SAME
Project Address: 5 Main Street, Buzzards Bay
Proposed Project: Replace pilings on an existing licensed dock within an AE Flood zone and within 100 feet of a Wetland Resource Area

- 4) **Applicant:** William & Lindsey Williamson **File Number:** CC14-43
Representative: JC Engineering, Inc.
Project Address: 10 Studio Drive, Buzzards Bay
Proposed Project: Install driveway, utilities, landscaping, and grading in association with construction of a new dwelling within an AE Flood Zone and within 100 feet of a Wetland Resource Area

7:15) Notices of Intent:

- 1) **Applicant:** Ronald & Marsha Wagner **DEP File Number:** SE7-
Representative: JC Engineering, Inc.
Project Address: 4 Windmill Road, Buzzards Bay
Proposed Project: Construct an addition, in-ground swimming pool with concrete pad, shed, and fence enclosure, installation of Title V septic system, and all associated grading, landscaping, utilities, and appurtenances within 100 feet of a Wetland Resource Area

2) **Applicant:** Carmen & Grace Difilippo **DEP File Number:** SE7-
Representative: JC Engineering, Inc.
Project Address: 2 Brom Dutcher Road, Buzzards Bay
Proposed Project: Remove an existing failing concrete seawall and replace with a concrete block seawall within an AE Flood Zone and within 100 feet of a Wetland Resource Area

3) **Applicant:** Peter Coffin **DEP File Number:** SE7-
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 126 Emmons Road, Monument Beach
Proposed Project: Lift and relocate existing dwelling, construct additions, install an in ground swimming pool, installation of Title V septic system and all associated grading, landscaping, utilities, and other appurtenances within 100 feet of a Wetland Resource Area
(Continued from September 4, 2014)

Other Business:

▶ Vote – Excuse Absent Members, if necessary

▶ Any other business that may legally come before the Commission

▶ Report of the Conservation Agent

▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99

▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

CONSERVATION COMMISSION MINUTES

September 18, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

2014 NOV 14 AM 11 15
TOWN CLERK'S OFFICE
BOURNE, MASS

Chm. Gray called meeting to order at 7:00 pm and explained the Commission's procedure pursuant to the Wetland Protection Act M.G.L. c. 131, s. 40 and the Bourne Wetland Protection Bylaw Article 3.7.

Note: Chm. Gray addresses the audience in regards to recording a public hearing. If anyone wishes to record a public meeting, they are free to do so, however, it must be known by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting.

Members present: Chm. Bob Gray, Peter Holmes, Betsy Kiebala, and Susan Weston. Alternate member Thomas Ligor also present.

Members excused: V. Chm. Martha Craig Rheinhardt, Rob Palumbo, Paul Lelito

REQUESTS FOR DETERMINATION OF APPLICABILITY

#1 Ray Shepherd

File Number CC14-42

18 Wabash Avenue, Pocasset

Upgrade to a new Title V septic system within an AE Flood Zone and within 100 FT of a Wetland Resource Area.

Jack Vaccaro representing – the property on the east side of Hen Cove. There is a 3-bedroom cottage. At the rear of the cottage is a wetland area which transitions to a salt marsh. Applicant seeks to replace the cesspool at the rear of the house with new Title V. They are seeking to re-route internal plumbing to direct the flow to the septic tank. The pump chamber will be in back to pump the affluent to the front of the property which will be enclosed by a retaining wall. The existing septic will be abandoned.

Brendan Mullaney – this is a small, developed lot. The septic system proposed will be a vast improvement over existing conditions. He agrees with boundary of the wetland as shown in the plans. No other concerns with the project.

No board comment. No public comment.

Holmes moved and seconded by Weston a Negative Two Determination. Unanimous vote.

#2 Emilie Martin

File Number CC14-44

710 County Road, Pocasset

Construct an addition within 100 FT of a Wetland Resource Area and within the 200 FT Riverfront Area

Mr. Peter Heino representing – proposing a 13'x13' addition on concrete piers using 12" sonotubes which will be hand dug and all dirt will be removed from the area.

No board comment. No public comment.

Brendan Mullaney – the edge of wetland is approximately 85 FT from the proposed project - the edge of the pond is shown as a perennial stream and therefore makes this Riverfront Area. The proposed project meets the requirements. This is a small project on a relatively flat lot. He has no other concerns with the project.

Holmes moved and seconded by Weston a Negative Two Determination. Unanimous vote.

#3 Paul D'Angelo

File Number CC14-45

5 Main Street, Buzzards Bay

Replace pilings on an existing licensed dock within an AE Flood Zone and within 100 FT of a Wetland Resource Area

Mr. Paul D'Angelo representing – seeks to remove and replace existing timber piles. No extensions will be done.

Brendan Mullaney – proposed project is in Buttermilk Bay near the Narrows bridge. The original dock was destroyed in a hurricane in 1954; the one slightly to the north is the one that exists today. The current structure has been licensed since 1960 and this proposed project is to replace pilings in kind. There has been some disturbance because of the bridge project, what is left of the older pilings need to be replaced rather than wait to fail. Since the dock is licensed, the applicant has the right to repair and maintain the structure. No concerns with the project.

Holmes – asked if there was salt marsh at the beginning of the dock. Chm. Gray said there is dune grass which is above the rack line.

No further board comment. No public comment.

Holmes moved and seconded by Weston a Negative Two Determination. Unanimous vote.

Chm. Gray read the #4 application into the record, then recused himself from discussion and vote. This will apply to the first two NOI's as well. Ms. Weston will chair the meeting.

#4 William & Lindsey Williamson

File Number CC14-43

10 Studio Drive, Buzzards Bay

Install a driveway, utilities, landscaping and grading in association with construction of a new dwelling within an AE Flood Zone and within 100 FT of a Wetland Resource Area.

Mr. Michael Pimental, JC Engineering, representing – the proposed project involves the construction of a single-family dwelling and a new Title V septic system. There will be grading and utility work, retaining walls and a paved driveway. Most of work is outside 100 FT buffer zone. The beginning portion of the driveway will be in the buffer zone line. Some work will also be near the Flood Zone. The dwelling and septic is greater than 150 FT of the wetland. 82 FT is the closest the work is to the wetland. There is no pool, just a Title V in the back.

Brendan Mullaney – the majority of work outside jurisdiction based on the setback of small wetland area. Since there is some minor work the filing is necessary, however since most is outside of Commission jurisdiction, a NOI is not necessary. There will be erosion control down near the street to accommodate the proposed project. No other concerns with the project.

No board comment.

Mr. Mulvey – asked about stormwater runoff from the site. Mr. Pimental said the Title V will be greater than 150 FT and has been submitted to the Board of Health. Some stormwater will leave the site and travel to a catch basin in the road

No further public comment.

Kiebala moved and seconded by Weston a Negative Two Determination. Unanimous vote.

NOTICES OF INTENT

#1 Ronald & Marsha Wagner

DEP File Number SE7-1907

4 Windmill Road, Buzzards Bay

Construction of an addition, in-ground swimming pool with concrete pad, shed and fence enclosure, installation of Title V septic system, and all associated grading, landscaping, utilities, and appurtenances within 100 FT of the Wetland Resource Area.

Mr. Pimental – proposing an addition and new septic system as well as an in-ground pool. There will be a walkway from the deck to the pool; another walkway from the addition to existing walkway. The majority of the work is within the 100 foot buffer zone to the top of coastal bank.

Brendan Mullaney – this plan is different from originally designed. This was revised in order to meet statute in the bylaw. Most of the area of work is currently lawn, with minimal clearing of vegetation. This project meets all necessary setbacks. The only issue the board may have is what kind of filter system there will be in the pool and how the draining of the pool will be dealt with. Mr. Pimental isn't familiar with the specifics of the pool, he will find out from the owner.

No further public comment.

At the applicant's request, the hearing will be continued to 10/2/14 for methodology of the filter system, how water will be removed with regard to the pool.

#2 Carmen & Grace Difilippo

DEP File Number SE7-_____

2 Brom Dutcher Road, Buzzards Bay

Remove existing failing concrete seawall and replace with a concrete block seawall within an AE Flood Zone and within 100 FT of a Wetland Resource Area.

Mr. Brad Bertolo, JC Engineering— the project is for the replacement of a failing poured concrete seawall due to not being the proper depth. The project will be a pre-cast wall with blocks designed by Shea Concrete. The blocks will require 12" burial of depth. With the design, the grade changes 2 FT from south to north roughly, from 3 FT and 5 FT. Applicant seeks to modify the existing drainage pipe. There is a catch basin on Rip Van Winkle Way. The pipe exits the wall and goes 4 FT and exits by the water line. Applicant is proposing to cut back the pipe and put in an elbow back in behind the wall. The location of the stairway works well with the base of the blocks. The stairway doesn't need the same support from the rest of the wall.

Ligor – asked how will the existing wall be taken down. The contractor will work from the beach to remove the wall with access just north through a beach access. Ligor asked how will they mitigate dust getting into resource area. There will be a hay bale line. Ligor said some might end up in the water.

Holmes – asked why the wall isn't being placed in the same footprint. A poured concrete wall involves excavation. The proposed project is precast to eliminate the amount of stock pile needed on the property.

Kiebala – asked equipment will be used. There will be a mid-sized excavator. Access will be a right of way, 4 houses to the north.

Brendan Mullaney – there is no record of when the drain pipe was put in. It seems likely non-functional and he presumes it is corroded as water comes and infiltrates to the ground and doesn't make it to the water. This hearing will need to be continued. He would like the DPW to review the plans. There has been a lot of contention using the right of way. The applicant said all of the owners would have no issue with the access over their property as they are in favor of the project.

BM – the proposed project is encroaching on the beach with the wall; the old wall is at an angle and pre-cast blocks have limited range to place in. Applicant is trying to keep the wall as close to flush as the existing wall to tie the two walls together. To solidify the southern portion that Mr. Murphy built, there cannot be a gap as it will lead to major problems with extreme high

tide. The material would have to be set at 90 degrees or they don't work. If this was a natural coastal bank, it will be relatively simple to not infringe on the coastal beach. You can't angle these blocks and in terms of the actual construction much less intrusive. Not perfect but did the best as possible.

There is discussion on access to the property over the neighboring lots who own down to low water.

Brendan Mullaney – the board can put a condition where this NOI does not permit anyone to pass over anyone's property and applicant to leave in the same condition as before the work began.

No further board comment.

At the applicant's request, the hearing will be continued to 10/2/14.

At this time, Chm. Gray is back to chairing the meeting.

#3 Peter Coffin

DEP File Number SE7-1905

126 Emmons Road, Monument Beach

Lift and relocate existing dwelling, construct additions, install an in-ground swimming pool, installation of Title V septic system and all associated grading, landscaping, utilities and other appurtenances within 100 FT of a Wetland Resource Area - Continued from 9/4/14.

Brendan Mullaney – this application is continued for a file number only.

No board comment. No public comment.

Kiebala moved and seconded by Holmes to close the public hearing . Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1,2,3,4,6,9,10,12,13,16-24 and Special Conditions 4,6,7,8,9 to the Bylaw and Special Conditions 20,24 and Special Conditions to the Bylaw 4,6 to continue in perpetuity.

Kiebala moved and seconded by Holmes to move Draft Order of Conditions to Final Order of Conditions. Unanimous vote.

Other Business

Brendan Mullaney – briefly discussed the project at Bournedale Herring Run. The stream was blocked. A concrete slab was poured for a screen to go up which will stop 1,000s of herring from dying next spring.

Ligor – asked about Red Brook Pond and Red Brook Harbor. Brendan Mullaney explained the cost of the project was underestimated by 2 to 3 times than originally expected.

Chm. Gray – will not be at the 10/16/14 meeting.

Holmes – will not be at the 10/2/14 meeting.

Brendan Mullaney – as an FYI - the Sagamore Beach residents submitted a petition and request for Indian Trail for the 10/27/14 Town Meeting Warrant.

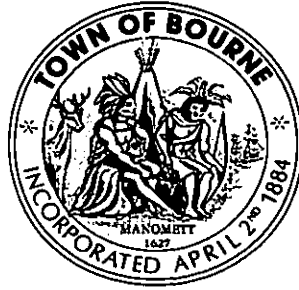
Excuse Absent Members

Kiebala moved and seconded by Weston to excuse absent members Craig Rheinhardt, Rob Lelito and Robert Palumbo. Unanimous vote.

Adjourn

Holmes moved and seconded by Weston to adjourn. Meeting adjourned at 8:30 pm.
Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.



2014 SEP 26 AM 10 41

TOWN CLERK'S OFFICE
CONSERVATION COMMISSION AGENDA
BOURNE, MASS., 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** National Grid **File Number:** CC14-46
Representative: Coastal Engineering Co., Inc.
Project Address: 8 Willett Circle, Cataumet
Proposed Project: Extend gas main and install gas service connection within 100 feet of a Wetland Resource Area and within the 200' Riverfront Area

- 2) **Applicant:** Brett Ellis **File Number:** CC14-47
Representative: SAME
Project Address: 58 Rope Walk Road, Mashnee Island
Proposed Project: Upgrade to new Title V septic system within a VE Flood Zone

- 3) **Applicant:** Peter Newell **File Number:** CC14-48
Representative: SAME
Project Address: 22 Quamhasset Road, Buzzards Bay
Proposed Project: Repair existing licensed seawall within an AE Flood zone and within 100 feet of a Wetland Resource Area

7:05) Notices of Intent:

- 1) **Applicant:** Ronald & Marsha Wagner **DEP File Number:** SE7-1907
Representative: JC Engineering, Inc.
Project Address: 4 Windmill Road, Buzzards Bay
Proposed Project: Construct an addition, in-ground swimming pool with concrete pad, shed, and fence enclosure, installation of Title V septic system, and all associated grading, landscaping, utilities, and appurtenances within 100 feet of a Wetland Resource Area
(Continued from September 18, 2014)

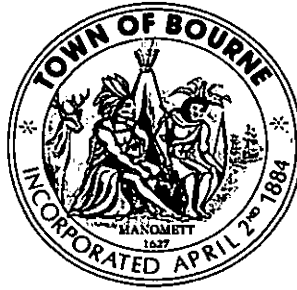
- 2) **Applicant:** Carmen & Grace Difilippo **DEP File Number:** SE7-1906
 Representative: JC Engineering, Inc.
 Project Address: 2 Brom Dutcher Road, Buzzards Bay
 Proposed Project: Remove an existing failing concrete seawall and replace with a concrete block seawall within an AE Flood Zone and within 100 feet of a Wetland Resource Area
 (Continued from September 18, 2014)

Certificate of Compliance:

- 1) **Applicant:** Ladd Homes LLC **DEP File Number:** SE7-1885
 Representative: SAME
 Project Address: 26 Shore Road, Bourne Village
 Proposed Project: Construct single family home with attached garage, Title V septic system, utility installation, and all associated clearing, grading, and landscaping within an AE Flood Zone and within 100 feet of a Wetland Resource Area
 (Continued from September 4, 2014)

Other Business:

- ▶ Approval of Minutes – September 18, 2014
- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16



2014 OCT 2 AM 10 00
TOWN CLERK'S OFFICE
BOURNE, MASS

CONSERVATION COMMISSION AGENDA (AMENDED)

Thursday, October 2, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** National Grid **File Number:** CC14-46
Representative: Coastal Engineering Co., Inc.
Project Address: 8 Willett Circle, Cataumet
Proposed Project: Extend gas main and install gas service connection within 100 feet of a Wetland Resource Area and within the 200' Riverfront Area

- 2) **Applicant:** Brett Ellis **File Number:** CC14-47
Representative: SAME
Project Address: 58 Rope Walk Road, Mashnee Island
Proposed Project: Upgrade to new Title V septic system within a VE Flood Zone

- 3) **Applicant:** Peter Newell **File Number:** CC14-48
Representative: SAME
Project Address: 22 Quamhasset Road, Buzzards Bay
Proposed Project: Repair existing licensed seawall within an AE Flood zone and within 100 feet of a Wetland Resource Area

7:05) Notices of Intent:

- 1) **Applicant:** Ronald & Marsha Wagner **DEP File Number:** SE7-1907
Representative: JC Engineering, Inc.
Project Address: 4 Windmill Road, Buzzards Bay
Proposed Project: Construct an addition, in-ground swimming pool with concrete pad, shed, and fence enclosure, installation of Title V septic system, and all associated grading, landscaping, utilities, and appurtenances within 100 feet of a Wetland Resource Area
(Continued from September 18, 2014)

- 2) **Applicant:** Carmen & Grace Difilippo **DEP File Number:** SE7-1906
 Representative: JC Engineering, Inc.
 Project Address: 2 Brom Dutcher Road, Buzzards Bay
 Proposed Project: Remove an existing failing concrete seawall and replace with a concrete block seawall within an AE Flood Zone and within 100 feet of a Wetland Resource Area
 (Continued from September 18, 2014)

Request to Amend Order of Conditions:

- 1) **Applicant:** Ladd Homes LLC **DEP File Number:** SE7-1885
 Representative: SAME
 Project Address: 26 Shore Road, Bourne Village
 Proposed Project: Amend Order of Conditions to allow for changes in landscaping and grading including construction of stone retaining wall within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Certificate of Compliance:

- 1) **Applicant:** Ladd Homes LLC **DEP File Number:** SE7-1885
 Representative: SAME
 Project Address: 26 Shore Road, Bourne Village
 Proposed Project: Construct single family home with attached garage, Title V septic system, utility installation, and all associated clearing, grading, and landscaping within an AE Flood Zone and within 100 feet of a Wetland Resource Area
 (Continued from September 4, 2014)

Other Business:

- ▶ Approval of Minutes – September 18, 2014
- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

CONSERVATION COMMISSION MINUTES

October 2, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

Chm. Gray called meeting to order at 7:00 pm and explained the Commission's procedure pursuant to the Wetland Protection Act M.G.L. c. 131, s. 40 and the Bourne Wetland Protection Bylaw Article 3.7.

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TOWN CLERK'S OFFICE
BOURNE, MASS

Note: Chm. Gray addresses the audience in regards to recording a public hearing. If anyone wishes to record a public meeting, they are free to do so, however, it must be known by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting.

Members present: Chm. Bob Gray, Betsy Kiebala, Rob Palumbo and Susan Weston. Alternate member Thomas Ligor also present.

Members excused: V. Chm. Martha Craig Rheinhardt, Peter Holmes and Paul Lelito

REQUESTS FOR DETERMINATION OF APPLICABILITY

#1 - National Grid

File Number: CC14-46

8 Willett Circle, Cataumet

Extend gas main and install gas service connection within 100 FT of a Wetland Resource Area and within the 200 FT Riverfront Area

Coastal Engineering Co, Inc. representing – applicant seeks to extend the gas main and installation of gas service. Across the street is a wetland area within 100 FT which falls within the jurisdiction of the board. A plow method will be used which back fills itself efficiently. If soils are too dense they will revert to an old-fashioned trench method . This project is relatively straight forward and a clean installation. The area is free of vegetation which is kept as a lawn area. This is a simple non-disturbing installation. The area is developed and didn't see evidence of a stream; it is a mapped resource area.

Brendan Mullaney – this is a simple standard gas install. The wetland is associated with a hydrologic connection from a bog ends into Squateague Harbor. This project will be done quickly and has no concerns with the project.

No board comment. No public comment.

Kiebala moved and seconded by Weston a Negative Two Determination. Unanimous vote.

#2 - Brett Ellis

File Number: CC14-47

58 Rope Walk Road, Mashnee Island

Update to new Title V septic system within a VE Flood Zone

Mr. Ellis representing – this project is a basic upgrade; there will be no mounding of the system. It is an all within current lawn area and will be put back to pre-existing conditions.

No board comment. No public comment.

Brendan Mullaney – the project is in a VE Flood Zone with no other jurisdictional resource area within 100 FT. It is a flat, developed lot. No other concerns with the project.

Kiebala moved and seconded by Weston a Negative Two Determination. Unanimous vote.

#3 - Peter Newell

File Number: CC14-48

22 Quamhasset Road, Buzzards Bay

Repair existing licensed seawall within an AE Flood Zone and within 100 FT of a Wetland Resource Area

Mr. Newell representing – applicant seeks to repair the existing sea wall. The repair will consist of putting larger stones at the bottom of the wall. 5" crushed stones will be put in with small rip rap. This project replaces what was there and will make it more stable to hold in the sand. No mortar to be used.

Brendan Mullaney – there is some erosion and scouring at the bottom, underneath the wall. The smaller stones don't seem to stay in place; the larger rocks may work better to stop the scouring. The wall is licensed. The old wall is in decent shape overall, but the applicant is making an attempt to be proactive for problems in the future.

No board comment. No public comment.

Palumbo moved and seconded by Weston to Negative Two Determination. Unanimous vote.

NOTICES OF INTENT

#1 - Ronald & Marsha Wagner

DEP File Number: SE7-1907

4 Windmill Road, Buzzards Bay

Construct an addition, in-ground swimming pool with concrete pad, shed and fence enclosure, installation of Title V septic system and all associated grading, landscaping, utilities and appurtenances within 100 FT of a Wetland Resource Area.

Continued from 9/18/14.

Chm. Gray recused himself from discussion and vote. Ligor will serve as a voting member for this application. Palumbo is now chairing the meeting.

Mr. Brad Bertolo representing – this hearing was continued due to no DEP Number and board had questions for the filter. The applicant submitted information regarding the saltwater filter to treat the pool. The pool water will be pumped and removed.

Brendan Mullaney – the applicant has submitted a statement explaining the use of the filter system with salt-chlorine generator. The project includes the hauling off-site the water when necessary and addresses the board concerns.

No board comments. No public comments.

Weston moved and seconded by Kiebala to close the public hearing. Unanimous vote

Brendan Mullaney – Draft Order of Conditions: All General Conditions, Special Conditions pursuant to MGL, Chapter 131, Section 140 1,2,3,4,6,9,10,12,13,16-24 and Special Conditions pursuant to Bylaw 4,6,7,8,9 and one Special Condition -

ASC-1) Any water that is to be removed from the pool must be hauled offsite by a licensed company. At no time shall any pool water be discharged onsite or to adjacent Wetland Resource Areas.

Weston moved and seconded by Kiebala move the Draft Notice of Intent to Final Notice of Intent. Unanimous vote.

#2 - Carmen & Grace Difilippo

DEP File Number: SE7-1906

2 Brom Dutcher Road, Buzzards Bay

Remove an existing failing concrete seawall and replace with a concrete block seawall within an AE Flood Zone and within 100 FT of a Wetland Resource Area.

Continued from 9/18/14.

Mr. Bertolo representing – the project includes the removal of the existing poured concrete wall and to replace with a precast concrete sea wall. There will be a stairway and a tiered system. At the last hearing there was no DEP File number. Addition information was submitted with regard to the means of access to the property which includes a map to show the property traversing a right-of-way. The applicant sought permission of three (3) abutters and all have no objections to the project and accessing the property. All work will be done above mean high water.

Brendan Mullaney – explained the other issue was that the DPW Department, Mr. Sala, was going to review the site. He found no issues as proposed but wants to be notified when the site

will be excavated and material removed and he is able to clean out the pipe in order to make sure it's functioning properly before the new component is put into place.

No board comments. No public comment.

Weston moved and seconded by Kiebala to close the public hearing. Unanimous vote.

No board comment. No public comment.

Brendan Mullaney – Draft Order of Conditions: All General Conditions, Special Conditions pursuant to MGL, Chapter 131, Section 140 numbers 1,2,3,9-13,16-24 and Special Conditions pursuant to the Bylaw 7,8,9 and additional Special Conditions:

ASC1) Access to this site requires crossing over multiple privately owned parcels. This Order of Conditions does not constitute or imply permission to cross any private parcel. Permission to cross these parcels must be secured by the project proponents prior to the start of work.

ASC-2) The contractor must utilize all available measures to minimize impacts to Wetland Resource Areas. All Wetland Resource Areas must be restored to original condition upon completion of the project. The "Seawall Construction" letter, outlining the sequence of construction activity and precautionary measures, submitted by Pinnacle Site contractors and dated October 2, 2014, is incorporated into this Order of Conditions.

ASC-3) The project proponent must notify the Town of Bourne prior to the excavation of the drainage pipe running through the wall. The DPW Superintendent and Conservation Agent must be allowed to inspect the pipe before it is installed and backfilled.

Weston moved and seconded by Kiebala to move Draft Notice of Intent to Final Notice of Intent. Unanimous vote.

Chm. Gray back to chairing the meeting at this time.

REQUEST TO AMEND ORDER OF CONDITIONS

#1 - Ladd Homes LLC

DEP File Number: SE7-1885

26 Shore Road, Bourne Village

Amend Order of Conditions to allow for changes in landscaping and grading including construction of stone retaining wall within an AE Flood Zone and within 100 FT of a Wetland Resource Area.

Brendan Mullaney – explained the issue was with the retaining wall. He received the new plan to amend from Mr. Ladd and a letter from the Engineer Mr. Varacka, Jr. which shows the stone

wall added after the Order was certified and is beyond the no-build 50 FT buffer zone. Also included is the cross section of the retaining wall.

No board comment. No public comment.

Brendan Mullaney – added that two meetings ago and because of deadlines, this application had to be continued to this meeting. He feels the applicant has satisfied the conditions for the Amendment of Conditions and will need to be signed and recorded. The original compliance will be removed from the deed.

Weston moved and seconded by Palumbo to approve the Amendment of Order of Conditions. Unanimous vote.

CERTIFICATE OF COMPLIANCE

#1 - Ladd Homes LLC

DEP File Number: SE7-1885

26 Shore Road, Bourne Village

Construct single-family home with attached garage, Title V septic system, utility installation and all associated clearing, grading and landscaping within an AE Flood Zone and within 100 FT of a Wetland Resource Area

Continued from 9/4/14.

Brendan Mullaney – explained this approval is for the original condition.

Weston moved and seconded by Kiebla to grant Certificate of Conditions. Unanimous vote.

Approval of Minutes 9/18/14

Weston moved and seconded by Ligor to approve minutes of 9/18/14. Unanimous vote.

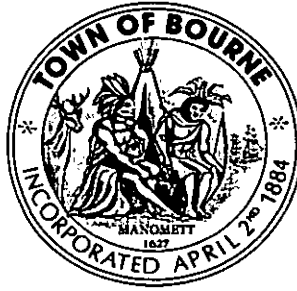
Vote – Excuse Absent Members, if necessary

Palumbo moved and seconded by Weston to excused members Craig Rheinhardt, Holmes and Lelito. Unanimous vote.

Adjourn

Palumbo moved and seconded by Weston to adjourn the meeting. The meeting adjourned at 7:34 PM. Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.



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TOWN CLERK'S OFFICE
BOURNE, MASS

CONSERVATION COMMISSION AGENDA

Thursday, October 16, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Thomas Joyce **File Number:** CC14-49
Representative: SAME
Project Address: 11 Old Bridge Road, Buzzards Bay
Proposed Project: Reconstruct and enlarge existing deck within an AE Flood Zone
Hearing Under State Act Only

- 2) **Applicant:** Dennis P. Geisser & Sons, Inc. **File Number:** CC14-50
Representative: Thomas Sergio
Project Address: 25 Mashnee Road, Gray Gables
Proposed Project: Install supplemental bearing supports to an existing concrete foundation within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 3) **Applicant:** Bernard & Robin Stelmach **File Number:** CC14-52
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 65 Bellavista Drive, Pocasset
Proposed Project: Remove an existing patio, construct a 3 season porch, remove and replace deck, and remove existing shed and construct a larger shed, including all associated grading, landscaping, and utilities within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 4) **Applicant:** Hope Baker **File Number:** CC14-51
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 119 South Road, Pocasset
Proposed Project: Construct addition to existing dwelling including all associated grading, landscaping, and utilities within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 5) **Applicant:** Tom & Nancy Adams **File Number:** CC14-53
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 156 Circuit Avenue, Pocasset
Proposed Project: Renovate existing dwelling and upgrade to new Title V septic system including all associated grading, landscaping, and utilities within an AE Flood Zone and within 100 feet of a Wetland Resource Area

7:15), Notices of Intent:

- 1) Applicant: John.Foley DEP File Number: SE7-
 Representative: Barbara Frappier, Warwick & Associates, Inc.
 Project Address: 130 Wings Neck Road, Pocasset
 Proposed Project: Upgrade to new Title V septic system with mounded leaching field including all associated grading, landscaping, and utilities within an VE Flood Zone and within 100 feet of a Wetland Resource Area

- 2) Applicant: Paul Alfano DEP File Number: SE7-
 Representative: Barbara Frappier, Warwick & Associates, Inc.
 Project Address: 160 Jefferson Road, Gray Gables
 Proposed Project: Upgrade to new Title V septic system with mounded leaching field including all associated grading, landscaping, and utilities within an VE Flood Zone and within 100 feet of a Wetland Resource Area

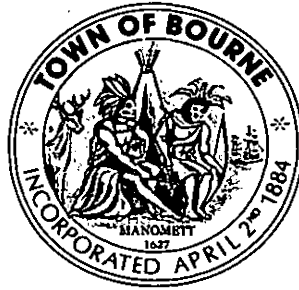
- 3) Applicant: Massachusetts Maritime Academy DEP File Number: SE7-
 Representative: Stanley Humphries, LEC Environmental Consultants, Inc.
 Project Address: 101 Academy Drive, Buzzards Bay
 Proposed Project: Construct a waterfront protection project including a pile supported concrete pier, associated dredging and reuse of dredged material, and all associated facilities, utilities, and appurtenances within AE and VE Flood Zones, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

Other Business:

- ▶ Approval of Minutes – September 4, 2014
- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99 .
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

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TOWN CLERK'S OFFICE
BOURNE, MASS



CONSERVATION COMMISSION AGENDA

Thursday, November 6, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Thomas Joyce **File Number:** CC14-49
Representative: SAME
Project Address: 11 Old Bridge Road, Buzzards Bay
Proposed Project: Reconstruct and enlarge existing deck within an AE Flood Zone
Hearing Under State Act Only

- 2) **Applicant:** Dennis P. Geisser & Sons, Inc. **File Number:** CC14-50
Representative: Thomas Sergio
Project Address: 25 Mashnee Road, Gray Gables
Proposed Project: Install supplemental bearing supports to an existing concrete foundation within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 3) **Applicant:** Bernard & Robin Stelmach **File Number:** CC14-52
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 65 Bellavista Drive, Pocasset
Proposed Project: Remove an existing patio, construct a 3 season porch, remove and replace deck, and remove existing shed and construct a larger shed, including all associated grading, landscaping, and utilities within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 4) **Applicant:** Hope Baker **File Number:** CC14-51
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 119 South Road, Pocasset
Proposed Project: Construct addition to existing dwelling including all associated grading, landscaping, and utilities within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 5) **Applicant:** Todd & Marcy Adams **File Number:** CC14-53
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 156 Circuit Avenue, Pocasset
Proposed Project: Renovate existing dwelling and upgrade to new Title V septic system including all associated grading, landscaping, and utilities within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 6) **Applicant:** Brett Ellis **File Number:** CC14-58
Representative: SAME
Project Address: 47 Buena Vista Road, Pocasset
Proposed Project: Replace two cesspools with a 2,000 gallon tight tank within a VE Flood Zone and within 100 feet of a Wetland Resource Area
- 7) **Applicant:** Kevin Ham **File Number:** CC14-54
Representative: Falmouth Engineering, Inc.
Project Address: 215 Head of the Bay Road, Buzzards Bay
Proposed Project: Upgrade to new Title V septic system, construct new driveway, and install block retaining wall including all grading, landscaping, and appurtenances within 100 feet of a Wetland Resource Area
- 8) **Applicant:** National Grid **File Number:** CC14-55
Representative: Coastal Engineering Co., Inc.
Project Address: 6 Olivier Way, Cataumet
Proposed Project: Extend existing gas main and install gas service connection within 100 feet of a Wetland Resource Area
- 9) **Applicant:** Christopher & Kelly DeMello **File Number:** CC14-56
Representative: Darren Meyer, Meyer & Sons, Inc.
Project Address: 26 Buzzards Bay Avenue, Buzzards Bay
Proposed Project: Upgrade to new Title V septic system within an AE Flood Zone
Hearing Under State Act Only
- 10) **Applicant:** Ruth Skinner **File Number:** CC14-57
Representative: Shawn MacInnes, MacInnes Consulting
Project Address: 54 Tahanto Road, Pocasset
Proposed Project: Upgrade to new Title V septic system within an AE Flood Zone
Hearing Under State Act Only
- 11) **Applicant:** Cumberland Farms, Inc. **File Number:** CC14-59
Representative: Bohler Engineering
Project Address: 435 Shore Road, Monument Beach
Proposed Project: Perform renovations on the existing parking area, sidewalks, and above-ground utilities within 100 feet of a Wetland Resource Area
- 7:15) **Notices of Intent:**
- 1) **Applicant:** John Foley **DEP File Number:** SE7-1909
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 130 Wings Neck Road, Pocasset
Proposed Project: Upgrade to new Title V septic system with mounded leaching field including all associated grading, landscaping, and utilities within an VE Flood Zone and within 100 feet of a Wetland Resource Area

- 2) **Applicant:** Paul Alfano **DEP File Number:** SE7-1910
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 160 Jefferson Road, Gray Gables
Proposed Project: Upgrade to new Title V septic system with mounded leaching field including all associated grading, landscaping, and utilities within an VE Flood Zone and within 100 feet of a Wetland Resource Area
- 3) **Applicant:** MassDOT Rail and Transit **DEP File Number:** SE7-
Representative: Lars Carlson, Jacobs Engineering Group
Project Address: Off Sandwich Road within Railroad Right of Way adjacent to Bourne Bridge
Proposed Project: Construct a 4,000 square foot rail station platform, relocate existing rail crossing, and reconstruct access drive including all appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area
- 4) **Applicant:** MassDOT Rail and Transit **DEP File Number:** SE7-
Representative: Lars Carlson, Jacobs Engineering Group
Project Address: Within Railroad Right of Way on north and south side of Cape Cod Canal Vertical Lift Railroad Bridge
Proposed Project: Perform track and signal improvements, including siding tracks and signal houses, within an AE Flood Zone and within 100 feet of a Wetland Resource Area
- 5) **Applicant:** Fiddlers Green Limited Partnership **File Number:** CCNOI 14-01
Representative: Brian Madden, LEC Environmental Consultants, Inc.
Project Address: 53 MacArthur Boulevard, Bourne
Proposed Project: Construct a gravel access drive and associated stormwater appurtenances, grading, landscaping, and utilities associated with a proposed ground-mounted solar photovoltaic system within 100 feet of a Wetland Resource Area
Hearing Under Town of Bourne Wetland Protection Bylaw (Article 3.7) Only
- 6) **Applicant:** Massachusetts Maritime Academy **DEP File Number:** SE7-1908
Representative: Stanley Humphries, LEC Environmental Consultants, Inc.
Project Address: 101 Academy Drive, Buzzards Bay
Proposed Project: Construct a waterfront protection project including a pile supported concrete pier, associated dredging and reuse of dredged material, and all associated facilities, utilities, and appurtenances within AE and VE Flood Zones, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

Certificate of Compliance:

- 1) **Applicant:** Joanne Normandin, Trustee **DEP File Number:** SE7-1089
 Representative: Silvia & Quinn, P.C.
 Project Address: 39 Buttermilk Way, Buzzards Bay
 Proposed Project: Install a septic system with recirculating sand filter within a VE Flood Zone and within 100 feet of a Wetland Resource Area
- 2) **Applicant:** Joanne Normandin, Trustee **DEP File Number:** SE7-1605
 Representative: Brian Grady, G.A.F.Engineering, Inc.
 Project Address: 39 Buttermilk Way, Buzzards Bay
 Proposed Project: Construct a garage and breezeway addition to an existing dwelling within a VE flood zone and 100' to a wetland resource area

Other Business:

- ▶ Approval of Minutes – September 4, 2014
- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Any other business that may legally come before the Commission
- ▶ Report of the Conservation Agent
- ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
- ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

CONSERVATION COMMISSION MINUTES

November 6, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

Chm. Gray called meeting to order at 7:00 pm and explained the Commission's procedure pursuant to the Wetland Protection Act M.G.L. c. 131, s. 40 and the Bourne Wetland Protection Bylaw Article 3.7.

Note: Chm. Gray addresses the audience in regards to recording a public hearing. If anyone wishes to record a public meeting, they are free to do so, however, it must be known by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting. Michael Rausch, Bourne Enterprise is recording tonight.

Members present: Chm. Bob Gray, Betsy Kiebala, Peter Holmes and Rob Palumbo. Alternate member Thomas Ligor also present.

Members excused: V. Chm. Martha Craig Rheinhardt, Susan Weston

REQUESTS FOR DETERMINATION OF APPLICABILITY

1) Applicant: Thomas Joyce

File Number: CC14-49

Representative: SAME

Project Address: 11 Old Bridge Road, Buzzards Bay

Proposed Project: Reconstruct and enlarge existing deck within an AE Flood Zone Hearing Under State Act Only

Mr. Joyce - submitted letter from his neighbor in favor of the proposed project. He seeks to expand his deck and make 12'x10 and in another section 10'x10' and a flight of stairs.

Brendan Mullaney – the wetland is over 100 FT away. The proposed project will include new footings and some ground alteration. No other concerns with the project.

No board comment. No public comment.

Kiebala moved and seconded by Holmes a Negative Two Determination. Unanimous vote.

2) Applicant: Dennis P. Geisser & Sons, Inc.

File Number: CC14-50

Representative: Thomas Sergio

Project Address: 25 Mashnee Road, Gray Gables

Proposed Project: Install supplemental bearing supports to an existing concrete foundation within an AE Flood Zone and within 100 feet of a Wetland Resource Area

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Brendan Mullaney – Mr. Sergio is unable to attend tonight but provided abutter notifications. Applicant has a sinking in foundation and is proposing to excavate and install supplemental supports. No change in the footprint. No major concerns with the project.

No board comment. No public comment.

Palumbo moved and seconded by Holmes a Negative Two Determination. Unanimous vote.

3) Applicant: Bernard & Robin Stelmach

File Number: CC14-52

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 65 Bellavista Drive, Pocasset

Proposed Project: Remove an existing patio, construct a 3 season porch, remove and replace deck, and remove existing shed and construct a larger shed, including all associated grading, landscaping, and utilities within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Ms. Frappier representing – applicant seeks to use a slab or sauna tube. The foundation is not settled at this time.

Brendan Mullaney – there is a secondary bank on the property. The proposed structures will not be closer than what currently exists. There will be erosion controls. No other concerns with the project.

No board comment. No public comment.

Holmes moved and seconded by Kiebala a Negative Two Determination. Unanimous vote.

4) Applicant: Hope Baker

File Number: CC14-51

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 119 South Road, Pocasset

Proposed Project: Construct addition to existing dwelling including all associated grading, landscaping, and utilities within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Ms. Frappier representing – applicant seeks to not move the proposed project any closer to the top of the coastal bank than what is currently there.

Brendan Mullaney – this is a small addition which is not proposed to be any closer to the top of the coastal bank. There will be erosion barriers. No other concerns with the project.

Kiebala – asked about the removal of a tree in the corner; Ms. Frappier circled and wrote “remove” on the plan.

No other board comment. No public comment.

Holmes moved and seconded by Palumbo a Negative Two Determination. Unanimous vote.

5) Applicant: Todd & Marcy Arms

File Number: CC14-53

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 156 Circuit Avenue, Pocasset

Proposed Project: Renovate existing dwelling and upgrade to new Title V septic system including all associated grading, landscaping, and utilities within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Ms. Frappier representing – she briefly described the proposed renovation and mentioned the siltation barriers are not shown on the plans as there won't be an erosion issue.

Brendan Mullaney – the septic will be an improvement over existing conditions and has no other concerns with the project.

No board comment. No public comment.

Holmes moved and seconded by Palumbo Negative Two Determination. Unanimous vote.

6) Applicant: Brett Ellis

File Number: CC14-58

Representative: SAME

Project Address: 47 Buena Vista Road, Pocasset

Proposed Project: Replace two cesspools with a 2,000 gallon tight tank within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Mr. Ellis – there is limited space for the proposed project and will fill in and add a tight tank in the parking area. The topography is all flat and the proposed project will take about a day and a half to do.

Brendan Mullaney – this is a small lot where the septic system failed. The area has no other options and the proposed project will be an improvement over existing system. It is a fairly flat, developed lot. No other concerns with the project.

No board comment. No public comment.

Holmes moved and seconded by Palumbo to Negative Two Determination. Unanimous vote.

7) Applicant: Kevin Ham

File Number: CC14-54

Representative: Falmouth Engineering, Inc.

Project Address: 215 Head of the Bay Road, Buzzards Bay

Proposed Project: Upgrade to new Title V septic system, construct new driveway, and install block retaining wall including all grading, landscaping, and appurtenances within 100 feet of a Wetland Resource Area

Mr. Borselli representing – a failed septic system needs to be upgraded. The Board of Health (BOH) will allow the septic tank to remain in which the pit will be filled and new leaching field will be placed as far from the wetland resource areas as the lot will allow. Applicant is seeking to construct a half moon driveway and a 2 FT stone wall.

Brendan Mullaney – all proposed work will be on the street side and will be an improvement over existing conditions. No other concerns with the project.

No board comment. No public comment.

Holmes moved and seconded by Kiebala to Negative Two Determination. Unanimous vote.

**8) Applicant: National Grid File Number: CC14-55
Representative: Coastal Engineering Co., Inc.
Project Address: 6 Olivier Way, Cataumet
Proposed Project: Extend existing gas main and install gas service connection within 100 feet of a Wetland Resource Area**

Brad Malo representing – the proposed project will be along a paved, private road to serve house #6 at the end of the cul-de-sac. There are a series of culverts.

Brendan Mullaney – this proposed project is relatively a simple installation. He walked the area and saw what seemed to be an intermittent stream but it was not labeled as perennial on the GPS. This is relatively a simple project. No other concerns with the project.

No board comment. No public comment.

Kiebala moved and seconded by Palumbo to Negative Three Determination. Unanimous vote.

**9) Applicant: Christopher & Kelly DeMello
File Number: CC14-56
Representative: Darren Meyer, Meyer & Sons, Inc.
Project Address: 26 Buzzards Bay Avenue, Buzzards Bay
Proposed Project: Upgrade to new Title V septic system within an AE Flood Zone
Hearing Under State Act Only**

Mr. Meyer representing – this is a proposed project which will upgrade two failed cess pools. There is no proposed increase in flow and the system is within an AE Flood zone.

No board comment. No public comment.

Brendan Mullaney – this is a relatively flat, developed lot. The proposed is a simple project and it is important to state the town bylaw doesn't apply. This will be an improvement over existing conditions and there are no other resource areas within 100 feet of the proposed project. No other concerns with the project.

Palumbo moved and seconded by Holmes to Negative Two Determination. Unanimous vote.

10) Applicant: Ruth Skinner

File Number: CC14-57

Representative: Shawn MacInnes, MacInnes Consulting

Project Address: 54 Tahanto Road, Pocasset

Proposed Project: Upgrade to new Title V septic system within an AE Flood Zone

Hearing Under State Act Only

Mr. MacInnes representing – the proposed is an upgrade of a failed septic system. There is no proposed increase in flow.

No board comment. No public comment.

Brendan Mullaney – there are no other resource areas within 100 FT and the proposed project will be an improvement over existing conditions. No other concerns with the project.

Holmes moved and seconded by Kiebala to Negative Two Determination. Unanimous vote.

11) Applicant: Cumberland Farms, Inc.

File Number: CC14-59

Representative: Bohler Engineering

Project Address: 435 Shore Road, Monument Beach

Proposed Project: Perform renovations on the existing parking area, sidewalks, and above-ground utilities within 100 feet of a Wetland Resource Area

Mr. Brook representing – applicant is seeking an interior and exterior building renovation which includes replacing the sidewalks in the same location for ADA compliance. The proposed project will use the same location and same dimensions. There is an addition of green space (360 SF) within the 100 FT buffer.

Brendan Mullaney – there is an isolated wetland behind the property. There will be no adverse impacts caused by the proposed project.

No board comment. No public comment.

Holmes moved and seconded by Kiebala to Negative Three Determination. Unanimous vote.

NOTICES OF INTENT

1) Applicant: John Foley DEP

File Number: SE7-1909

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 130 Wings Neck Road, Pocasset

Proposed Project: Upgrade to new Title V septic system with mounded leaching field including all associated grading, landscaping, and utilities within an VE Flood Zone and within 100 feet of a Wetland Resource Area

Ms. Frappier representing – the applicant seeks a septic upgrade only and will be kept far enough away from the resource areas. The mounding for the leaching field will be graded up to the neighbor's retaining wall.

Brendan Mullaney – the mounded system is greater than 2 FT which is why the applicant had to come before the board with a Notice of Intent. This will be an improvement over existing conditions. The leach field is as far from the resource areas as the lot will allow. No other concerns with the project.

No board comments. No public comments.

Holmes moved and seconded by Kiebala to close the public hearing. Unanimous vote

Brendan Mullaney – Draft Order of Conditions: All General Conditions, Special Conditions pursuant to MGL, Chapter 131, Section 40 1-4,9,10,13,14,16-24 and Special Conditions to the bylaw 7,8,9

Kiebala moved and seconded by Holmes move the Draft Order of Conditions to Final Order of Conditions. Unanimous vote.

2) Applicant: Paul Alfano DEP

File Number: SE7-1910

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 160 Jefferson Road, Gray Gables

Proposed Project: Upgrade to new Title V septic system with mounded leaching field including all associated grading, landscaping, and utilities within an VE Flood Zone and within 100 feet of a Wetland Resource Area

Ms. Frappier representing – no work is proposed other than the septic.

Brendan Mullaney – the proposed project meets the policy of 2 FT, this is the reason a Notice of Intent was required. It will be an improvement over existing conditions. No other concerns with the project.

No board comments. No public comment.

Kiebala moved and seconded by Holmes to close the public hearing. Unanimous vote.

No board comment. No public comment.

Brendan Mullaney – Draft Order of Conditions: All General Conditions, Special Conditions pursuant to MGL, Chapter 131, Section 40 1-4,9,10,13,14,16-24 and Special Conditions to the bylaw 7,8,9

Holmes moved and seconded by Palumbo to move Draft Order of Conditions to Final Order of Conditions. Unanimous vote.

3) Applicant: MassDOT Rail and Transit

DEP File Number: SE7-1912

Representative: Lars Carlson, Jacobs Engineering Group

Project Address: Off Sandwich Road within Railroad Right of Way adjacent to Bourne Bridge

Proposed Project: Construct a 4,000 square foot rail station platform, relocate existing rail crossing, and reconstruct access drive including all appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area. Under State Act Only.

Mr. Lars Carlson representing – there are improvements within the railroad right of way and also proposed on the Army Corp property. Station platform will have precast concrete sections. Parking area is adjacent at the same elevation as the platform. The parking lot will be reconfigured. There is no intention for commuter parking at this location and will include weekend passenger service only. There will be no alteration of the bank. The drainage consists of swales that lead into drywells. The proposed project will maintain existing draining patters.

Holmes – asked how this affect the addition of the placement of another bridge. The applicant is coordinating with the Corps of Engineers

Brendan Mullaney – the entire project not subject to the bylaw. Only the work that is within the State right of way is subject to the state regulations. The work that is within jurisdiction is the platform and associated rail work. There is no adverse or negative impact on the any of the resource areas. The work as proposed meets performance standards under the Wetlands Performance Act.

Mr. Mulvey – anything of this magnitude should have been on live TV to voice opinions and the public should have the ability to know about this project.

Mr. Henderson – asked about water quality and the wetland creatures. There have been no studies conducted; treatment elements in the system are to be protective of the wetland resources.

Mr. Donald Ellis – this is the first anyone is hearing of this project and this has never been discussed before the Board of Selectmen in a public hearing. He would recommend the

applicant to come before the Board of Selectmen. Mr. Carlson will relate this back to the applicant; the intent is to improve conditions for daily users.

Chm. Gray – it is in the buffer zone of the wetland. Most of the project is in a coastal flood zone; there are no performance standards in a flood zone. The board has a very limited role. Under the regulations, the Commission cannot address issues such as traffic, noise, etc.

Mr. Nelson – he feels there is an issue of splitting the two projects and feels it is misleading.

Brian Maroney as Mass DOT Representative – will bring all concerns to the Mass DOT.

Mr. Carlson – the second application will be separate to the station; each project will have an independent contract and that is why there is two filings. He is not requesting to close the hearing tonight.

Chm. Gray – suggested the presenters and DOT take application to a public forum as a courtesy. All files will be held in the Conservation office for review.

At the request of the applicant, this hearing will be continued to 12/4/14.

4) Applicant: MassDOT Rail and Transit DEP

File Number: SE7-1911

Representative: Lars Carlson, Jacobs Engineering Group

Project Address: Within Railroad Right of Way on north and south side of Cape Cod Canal Vertical Lift Railroad Bridge

Proposed Project: Perform track and signal improvements, including siding tracks and signal houses, within an AE Flood Zone and within 100 feet of a Wetland Resource Area. Under the State Act.

Mr. Lars Carlson representing – stated he notified everyone on both abutter lists for both hearings and submitted the one set of green cards. The work is relative to safety improvements which will include removing existing switches, replacing with new switches and extend existing passing siding more into Buzzards Bay station to facilitate moves on the lift bridge. Work proposed on the north and south sides were reviewed. A new catch basin which will replace an existing basin. Proposed signal instrument house and erosion protection proposed.

No board comments.

Brendan Mullaney – some of the work is within the jurisdiction of the board. The “isolated wetland” is the only area to look at but most is under the State. Applicant seeks to minimize adverse impacts.

Mr. Mulvey – commented about the catch basin. Mr. Carlson said the application will maintain the existing flow patterns. The start date will be in March 2015.

Holmes – requested written analysis of what is located in the isolated wetland area.

At the request of the applicant the hearing will be continued to 12/4/14. A site visit will be scheduled by the board within that time frame.

5) Applicant: Fiddlers Green Limited Partnership

File Number: CCNOI 14-01

Representative: Brian Madden, LEC Environmental Consultants, Inc.

Project Address: 53 MacArthur Boulevard, Bourne

Proposed Project: Construct a gravel access drive and associated stormwater appurtenances, grading, landscaping, and utilities associated with a proposed ground-mounted solar photovoltaic system within 100 feet of a Wetland Resource Area

Hearing Under Town of Bourne Wetland Protection Bylaw (Article 3.7) Only

Mr. Madden – the applicant stated a solar field is in the far eastern part of the site (25 AC) and is proposing a 10 FT wide gravel drive to access the site. There will be erosion control with stormwater management; swales and rip rap swales.

Ligor – asked about a wildlife survey. Mr. Madden explained the project is going through an extensive review process with Natural Heritage and found one box turtle.

Chm. Gray – asked if the applicant is responsible for doing a sweep before construction begins. Mr. Madden responded yes.

Brendan Mullaney – There are two isolated vegetated wetlands – calculations have been supplied by Bracken Engineering that show these do not meet the criteria for protection under the state act, only under the Bylaw. The work itself between the two depressions have given separation and respect the 50 FT no structure, no roadway portion of the bylaw. Overall, a small portion of the site being developed – project has been before local and State agencies and passed muster.

No board comments. No public comment.

Palumbo moved and seconded by Holmes to close the public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: Issued only pursuant to the Town of Bourne Wetland Protection Bylaw – All General Conditions and Special Conditions 1,2,3,9,10,12,13,16-20

Kiebala moved and seconded by Holmes to move Draft Order of Conditions to Final Order of Conditions. Unanimous vote.

6) Applicant: Massachusetts Maritime Academy DEP

File Number: SE7-1908

Representative: Stanley Humphries, LEC Environmental Consultants, Inc.

Project Address: 101 Academy Drive, Buzzards Bay

Proposed Project: Construct a waterfront protection project including a pile

supported concrete pier, associated dredging and reuse of dredged material, and all associated facilities, utilities, and appurtenances within AE and VE Flood Zones, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

Mr. Humphries representing – the local bylaw does not apply to the application. The DEP noted on Sheet 3 there was a lack of labeling on resource areas. He submitted revised plans to the board and reviewed the resource areas that will be impacted. There is a reveted coastal bank, coastal beach and coastal dune which is shown on the plans. The eel grass bed was mapped and detailed and led to an extensive alternative analysis for the pier. This is a water dependent project. The purpose of the proposed project is for better protection of the vessels as well as improvement with navigation within the area for said vessels. Improvement and maintenance dredging will be done. Disposal area will enhance the existing dune. The dredging will be conducted by the Barnstable County Dredge. A berm and silt socks will be used for erosion control. The applicant is working with the local Shellfish Constable. Elevation of the decking is 12. The Shellfish Survey has not been conducted at this time, but is part of the extension of the work proposed. Applicant will work with the local Department of Natural Resources.

Erosion control will be in place between the salt marsh and area of dune re-nourished will have silt fence and silt socks. Erosion control will show the earthen dam in the entire location of the edge of the salt marsh and the dune itself.

Brendan Mullaney – the scope of the pier is unprecedented as far as he has seen. Recreational use may be addressed at a later time. There are a number of steps and regulatory approvals that are required. Overall it appears to meet performance standards as written but there is a grey area in terms of shellfish value, finfish value and recreational value. This is a major project and a lot of information for the Commission to digest.

Mr. Humphries – the beach grass will be planted at 18” on center, snow/sand fences will remain up until the grasses can trap sand. Chm. Gray suggested “woody” plants in addition to the grasses. This will be brought to the MMA for consideration.

Ligor – asked if the concrete pier is pre-cast sections. Mr. Humphries explained there will be mitigation grounding of the barge which will be maintained to have 15’-20’ water inside.

No further board comments.

Mr. Mulvey – he feels this application is way far beyond the use for the academy and way beyond what should be allowed. The third section should never be allowed.

Mr. Langille– asked about a storm surge. Paul Forgioni from Mass. State Building explained a scouring study was done.

Ms. O'Colin – raised concerns for the shellfish beds with idling boats above them. She is concerned the dredge material will upset the vegetated dunes. She feels the project is only benefitting the academy.

Mr. Roy – concerned about the dredging material the amount of hauling off site. 30,000 cubic yards. This project is massive and has too many ripple effects.

Mr. Mahoney – has an issue with the project as being too massive.

Mr. Mullen – the whole flat is a prolific shellfish area which propagates itself annually. All the dredging is for maintaining habitat channels; the town wouldn't be able to do anything like this project under the bylaw. His concern is the shellfish in the area.

MMA representative Captain Bushy of the USS Kennedy – explained the significant waves that make an unsafe condition for the vessels and believes the need of waterfront protection. Topography analysis will give better clarification.

Mr. Humphries-There is no target date for the shellfish survey at this time. DMF was in support of this project.

Discussion on scaling down the project held.

Chairman Gray – Board will be looking for more detail in the nourishment area, more info on shellfish and impacts, and possibility of scaling project down to smaller footprint.

At the applicant's request, the hearing will be continued to 12/4/14.

CERTIFICATE OF COMPLIANCE

1) Applicant: Joanne Normandin, Trustee

DEP File Number: SE7-1089

Representative: Silvia & Quinn, P.C.

Project Address: 39 Buttermilk Way, Buzzards Bay

Proposed Project: Install a septic system with re-circulating sand filter within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Brendan Mullaney – a site visit conducted and recommends to grant Certificate of Conditions.

Palumbo moved and seconded by Holmes to grant Certificate of Conditions. Unanimous vote.

2) Applicant: Joanne Normandin, Trustee DEP File Number: SE7-1605

Representative: Brian Grady, G.A.F.Engineering, Inc.

Project Address: 39 Buttermilk Way, Buzzards Bay

Proposed Project: Construct a garage and breezeway addition to an existing dwelling within a VE flood zone and 100' to a wetland resource area

Brendan Mullaney – a site visit conducted and recommends to grant Certificate of Conditions.

Palumbo moved and seconded by Kiebala to grant Certificate of Conditions. Unanimous vote.

Approval of Minutes 9/4/14

Kiebala moved and seconded by Palumbo to approve minutes of 9/4/14. Unanimous vote.

Vote – Excuse Absent Members, if necessary

Palumbo moved and seconded by Holmes to excuse absent members Craig Rheinhardt and Weston. Unanimous vote.

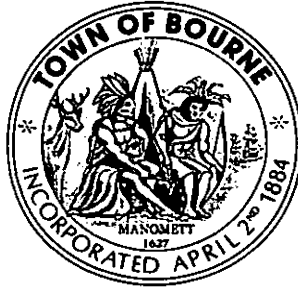
Other Business

None.

Adjourn

Palumbo moved and seconded by Holmes to adjourn the meeting. The meeting adjourned at 10:35 PM. Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.



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TOWN CLERK'S OFFICE

CONSERVATION COMMISSION AGENDA BOURNE, MASS

Thursday, November 20, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Gordon Pierce **File Number:** CC14-60
Representative: Bracken Engineering, Inc.
Project Address: 5 Agawam Point, Gray Gables
Proposed Project: Construct a detached garage including utilities and appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 2) **Applicant:** Barry Cook **File Number:** CC14-61
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 25 Central Boulevard, Bourne
Proposed Project: Upgrade to new Title V septic system within an AE Flood Zone
Hearing Under State Act Only

- 3) **Applicant:** Donna Warren **File Number:** CC14-62
Representative: John C. Veracka, Jr.
Project Address: 53 Hope Avenue, Pocasset
Proposed Project: Upgrade to new Title V septic system within an AE Flood Zone
Hearing Under State Act Only

Other Business:

- ▶ Joseph Cheney - Potential Land Donation off Marsh Pond Road, Sagamore Beach
- ▶ Approval of Minutes – August 21, 2014 & October 2, 2014
- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

CONSERVATION COMMISSION MINUTES

November 20, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

Rob Palumbo called meeting to order at 7:00 pm and explained the Commission's procedure pursuant to the Wetland Protection Act M.G.L. c. 131, s. 40 and the Bourne Wetland Protection Bylaw Article 3.7.

Note: Rob Palumbo addresses the audience in regards to recording a public hearing. If anyone wishes to record a public meeting, they are free to do so, however, it must be known by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting. Michael Rausch, Bourne Enterprise is recording tonight.

Members present: Rob Palumbo, Betsy Kiebala, Peter Holmes, Susan Weston and Thomas

Members excused: Chm. Gray and V. Chm. Martha Craig Rheinhardt

2014 DEC 30 PM 12 35
TOWN CLERK'S OFFICE
BOURNE, MASS

REQUESTS FOR DETERMINATION OF APPLICABILITY

**1) Gordon Pierce
Bracken Engineering, Inc.
File No. CC14-60**

**5 Agawam Point, Gray Gables
Construct a detached garage including utilities and appurtenances within an AE Flood Zone and within 100 FT of a Wetland Resource Area**

Zac Basinski representing – proposed 470 SF single-story detached garage. All proposed work is greater than the 50 FT from isolated wetland. This is a flat lot and in an AE Flood Zone.

Brendan Mullaney – this is a flat developed lot, erosion control is provided. The structure meets the setbacks, and no other concerns with the project.

No board comment. No public comment.

Holmes moved and seconded by Kiebala a Negative Two Determination. Unanimous vote.

**2) Barry Cook
Barbara Frappier, Warwick & Associates, Inc.
File No. CC14-61
25 Central Boulevard, Bourne
Upgrade to new Title V system within an AE Flood Zone
Hearing Under State Act Only**

Barbara Frappier – proposed work is to replace a failed septic system to new Title V system. The system is not mounded.

Brendan Mullaney – there are no other jurisdictional resources within 100 FT. This is a flat lot and the proposed work would be an improvement over existing conditions. No other concerns with the project.

No board comment. No public comment.

Kiebala moved and seconded by Weston a Negative Two Determination. Unanimous vote.

3) Donna Warren

John C. Veracka, Jr.

File No. CC14-62

53 Hope Avenue, Pocasset

Upgrade to new Title V septic system within an AE Flood Zone

Hearing Under State Act Only

John Veracka representing – proposed work is on a corner lot which is in AE Flood Zone. This will be an upgrade to a Title V system. It is a flat lot, and the Board of Health approved the septic.

Brendan Mullaney – there are no other jurisdictional resources in the area within 100 FT. Proposed work would be an improvement over existing conditions. No other concerns with the project.

No board comments.

Mr. Ken Jeffries – asked to view the set of plans.

No further public comments

Holmes moved and seconded by Weston a Negative Two Determination. Unanimous vote.

OTHER BUSINESS

Joseph Cheney – Potential Land Donation off Marsh Pond Road, Sagamore Beach

Mr. Cheney is seeking ConCom's endorsement of his gift of two lots he currently owns to the town. This will join two pieces of land. He submitted abutter letters who are in favor of his proposed project.

Brendan Mullaney – the land is very likely to never be developed, but this affords another layer of protection of the property and joins two parcels that are not contiguous. He explained the Planning Board signed off an ANR plan for another property Mr. Cheney owns. The applicant's intent was to have two lots each with a home. The Planning Board created the lots but the lots didn't meet zoning. He suggested drafting a letter on behalf of the board stating the the Commission would welcome the gift and that the land would be a good acquisition for the town

as it provides access to an existing Conservation parcel. This doesn't hold the Zoning Board of Appeals (ZBA) accountable, but the letter can be a part of Mr. Cheney's application to the ZBA.

Discussion held on the property itself from other board members. Brendan Mullaney to put Mr. Cheney on the board's agenda for 12/4/14.

Brendan Mullaney – the DOT representative will be available to discuss the proposed MassDOT Rail and Transit rail station platform meeting at the Bourne Bridge section, off Sandwich Road, on Friday morning.

Approval of Minutes – 8/21/14 and 10/2/14

Kiebala moved and seconded by Holmes to approve minutes of 8/21/14 as amended.
Unanimous vote.

Ligor moved and seconded by Holmes to approve minutes of 10/2/14 as submitted.
Unanimous vote.

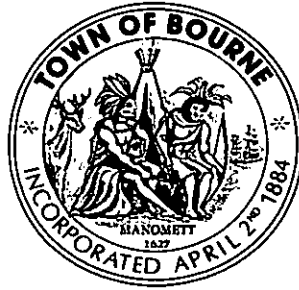
Vote – Excuse Absent Members, if necessary

Holmes moved and seconded by Ligor to excuse absent members Chm. Gray and V. Chm. Craig Rheinhardt. Unanimous vote.

Adjourn

Kiebala moved and seconded by Holmes to adjourn the meeting. The meeting adjourned at 7:30 pm. Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.



2014 NOV 25 PM 3 53

CONSERVATION COMMISSION AGENDA TOWN CLERK'S OFFICE
Thursday, December 4, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Brett Ellis **File Number:** CC14-63
Representative: SAME
Project Address: 60 Monument Neck Road, Gray Gables
Proposed Project: Construct an addition and expand an existing leach field including associated landscaping, grading, and appurtenances within an AE Flood Zone
Hearing Under State Act Only

7:05) Notices of Intent:

- 1) **Applicant:** Stephen Paulus **DEP File Number:** SE7-
Representative: Thompson Farland, Inc.
Project Address: 75 Eel Pond Road, Monument Beach
Proposed Project: Raze and rebuild an existing single family dwelling and install a new Title V septic system including associated grading, landscaping, utilities, and appurtenances within 100 feet of a Wetland Resource Area
- 2) **Applicant:** MassDOT Rail and Transit **DEP File Number:** SE7-1912
Representative: Lars Carlson, Jacobs Engineering Group
Project Address: Off Sandwich Road within Railroad Right of Way adjacent to Bourne Bridge
Proposed Project: Construct a 4,000 square foot rail station platform, relocate existing rail crossing, and reconstruct access drive including all appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area
Hearing Under State Act Only
(Continued from November 6, 2014)
- 3) **Applicant:** MassDOT Rail and Transit **DEP File Number:** SE7-1911
Representative: Lars Carlson, Jacobs Engineering Group
Project Address: Within Railroad Right of Way on north and south side of Cape Cod Canal Vertical Lift Railroad Bridge
Proposed Project: Perform track and signal improvements, including siding tracks and signal houses, within an AE Flood Zone and within 100 feet of a Wetland Resource Area
Hearing Under State Act Only
(Continued from November 6, 2014)

- 4) **Applicant:** Massachusetts Maritime Academy **DEP File Number:** SE7-1908
Representative: Stanley Humphries, LEC Environmental Consultants, Inc.
Project Address: 101 Academy Drive, Buzzards Bay
Proposed Project: Construct a waterfront protection project including a pile supported concrete pier, associated dredging and reuse of dredged material, and all associated facilities, utilities, and appurtenances within AE and VE Flood Zones, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area
Hearing Under State Act Only
(Continued from November 6, 2014)

Other Business:

- ▶ Potential Land Donation off Marsh Pond Road, Sagamore Beach (Discussion and Possible Vote)
- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

CONSERVATION COMMISSION MINUTES

December 4, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

Chm. Gray called meeting to order at 7:00 pm and explained the Commission's procedure pursuant to the Wetland Protection Act M.G.L. c. 131, s. 40 and the Bourne Wetland Protection Bylaw Article 3.7. 2015 JAN 15 PM 1 12
TOWN CLERK'S OFFICE
BOURNE, MASS

Note: Chm. Gray addresses the audience in regards to recording a public hearing. If anyone wishes to record a public meeting, they are free to do so, however, it must be known by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting. Michael Rausch, Bourne Enterprise is recording tonight.

Members present: Chm. Gray, Rob Palumbo, Peter Holmes, Betsy Kiebala, Susan Weston, Thomas Ligor, and Associate Member Paul Szwed.

Members excused: V. Chm. Martha Craig Rheinhardt

REQUESTS FOR DETERMINATION OF APPLICABILITY

1) Applicant: Brett Ellis **File No. CC14-63**

Representative: SAME

Project Address: 60 Monument Neck Road, Gray Gables

Project Description: Construct an addition and expand an existing leach field including associated landscaping, grading and appurtenances within an AE Flood Zone

Hearing Under State Act Only

Brett Ellis representing- applicant is seeking to build a 16'x22' crawl space house addition and expand existing leaching which is in the back yard.

Brendan Mullaney – the house on this property was struck by lightning last year and suffered damage. No other jurisdictional resource areas within 100 FT. It is a relatively flat area and no other concerns with the project.

No board comment. No public comment.

Ligor moved and seconded by Kiebala a Negative Two Determination. Unanimous vote.

NOTICES OF INTENT

1) Applicant: Stephen Paulus **File No. SE7-**

Representative: Thompson Farland, Inc.

Project Address: 75 Eel Pond Road, Monument Beach

Project Description: Raze and rebuild an existing single-family dwelling and install a new Title V septic system including associated grading, landscaping, utilities and appurtenances within 100 feet of a Wetland Resource Area

Nick Dufresne, Thompson Farland, Inc. – the applicant seeks to keep the garage and construct a new 3-bedroom dwelling. The proposed dwelling is slightly larger and further back to Eel Pond than the existing structure. Erosion control measures are proposed as well as dry wells to capture roof run off.

Brendan Mullaney – this is a standard tear down and rebuild. The applicant seeks to use the current septic system on the property and the Board of Health (BOH) has yet to review. Wetland area is delineated. There is a steep slope which qualifies the landform as a coastal bank. The house is being pulled back and deck is where the old house stands. Erosion control is proposed. No concerns with the project. No DEP file at this time.

No board comment. No public comment.

Holmes moved and seconded by Kiebala to continue hearing to 12/18/14 for DEP File Number. Unanimous vote.

2) Applicant: MassDOT Rail and Transit

DEP File No. SE7-1912

Representative: Lars Carlson, Jacobs Engineering Group

Project Address: Off Sandwich Road within Railroad Right of Way adjacent to Bourne Bridge

Project Description: Construct a 4,000 SF rail station platform, relocate existing rail crossing, and reconstruct access drive including all appurtenances within an AE Flood Zone and within 100 FT of a Wetland Resource Area.

(Continued from 11/6/14)

Chm. Gray stated that based on a court decision that was brought to the board's attention and recent correspondence from Attorney Troy, this hearing is now being reviewed under the bylaw as well as the State Act. Any additional information regarding this will have to be sent to Town Counsel for review. We are applying the bylaw until told by Town Counsel it doesn't apply.

Lars Carlson representing – a site visit was conducted and the project was presented in a public forum at the community center. There are refinements to the drainage system. They are providing infiltration chambers vs. the previous drywells.

Regarding the canopy and platform, the existing grade drops down, raising the grade adjacent to the track. The existing picnic area will have an elevation drop off; a slight grade difference. There will be a canopy with the roof over and a railing between existing picnic area and the platform.

Chm. Gray – asked how close the platform is from the BVW and how is close the platform to the top of the bank to the canal. Mr. Carlson said about 55 FT; to the top of the bank on the canal side is greater than 100 FT.

Brendan Mullaney – the footprint of the platform didn't change. Changes were in the architectural specifications. Most of the ConCom members were present at the site visit. A lot

of concerns were raised at the last hearing which were not necessarily under the purview of the Commission. These issues were potentially addressed through a more appropriate forum this past Monday.

Chm. Gray – this project meets the constraints of the setbacks imposed by the Bylaw and meets criteria under Chapter 131, Section 40. Should the bylaw continue to apply, there is no issue with abutter notification since they were all notified. Some fee differential will be discussed in the future after review from Town Counsel.

No board comment.

Mr. Jerry Ellis – here as an individual. Asked about letter of approval from Corps of Engineers. He asks one be included as a requirement. Our board normally asks for a letter from the property owner.

The hearing will be continued for further review moving forward and setting order of conditions under the State act and under the bylaw. This hearing will be continued to 12/18/14.

Unanimous vote.

3) Applicant: MassDOT Rail and Transit

DEP File No. SE7-1911

Representative: Lars Carlson, Jacobs Engineering Group

Project Address: Off Sandwich Road within Railroad Right of Way adjacent to Bourne Bridge

Project Description: Perform track and signal improvements, including siding tracks and signal houses within an AE Flood Zone and within 100 FT of a Wetland Resource Area.

(Continued from 11/6/14)

Mr. Lars Carlson– additional information on the wetland report was delivered on 11/21/14 describing the vegetation in the wetlands. No changes in the drawings. There didn't seem to be a lot of technical questions on this element. There is one minor drainage element; but the majority of the work is installing the track within the existing right of way that previously had a track in it. The existing drainage catch basin will have a grate that is just off existing track. The Proposed drainage under the track and will be replaced with deep sump pump and hood in the same location.

Chm Gray – for clarification, the embankment on the side of the track is not moving closer to the wetland? Mr. Carlson replies this is correct

Bill Nelson – asked about revised drawings. Major reason revised was to show erosion control. He also commented on a major project in a delicate area. How do we go about reviewing and are we certain everything has been discussed. Chm. Gray doesn't see many red flags that would cause him to say this project is not within the scope the ConCom cannot handle. Mr. Nelson raised questions about the application on provisions to stormwater standards,

stormwater management and the application itself. The site constitutes redevelopment, not new development.

Chm. Gray – the State identified the land subject to coastal storm flowage flood as a wetland resource area. Since there are no performance standards for this resource area, there is not much more that can be reviewed on this project.

Brendan Mullaney- the project proponent has to look at the resource areas affected, determine performance standards and if the project has adverse effects. The only resource is the flood zone and the buffer zone. There are some standards when work is proposed in that area. This is on par with many other applications that are in this type of jurisdiction.

Continue without significant technical issues.

Mr. Ellis – would like to see a letter written by the petitioners if something happens down the road with the project and wetlands provision that will come into effect; to make sure the town and the ConCom are insulated from any liability. Mr. Lars Carlson will refer this request to his client.

Ms. Henderson – asked about the drawing #5 clarification. The switch is about 15 FT long.

At the applicant's request the hearing will be continue to 12/18/14. The applicant will address concerns of Mr. Ellis.

Kiebala moved and seconded by Weston to continue the hearing to 12/18/14. Unanimous vote.

4) Applicant: Massachusetts Maritime Academy DEP File Number: SE7-1908
Representative: Stanley Humphries, LEC Environmental Consultants, Inc.
Project Address: 101 Academy Drive, Buzzards Bay
Proposed Project: Construct a waterfront protection project including a pile supported concrete pier, associated dredging and reuse of dredged material, and all associated facilities, utilities, and appurtenances within AE and VE Flood Zones, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area
(Continued from 11/6/14)

At the request of the applicant the hearing is continued to 12/18/14.

OTHER BUSINESS

Joseph Cheney – Potential Land Donation off Marsh Pond Road, Sagamore Beach
Discussion and possible vote

Brendan Mullaney – handed out plans for land donation. Mr. Cheney is offering to donate two 1-acre parcels that are mostly saltmarsh. He is requesting a variance for another project in

town and is trying to enhance his application. He drafted a brief letter and if the board desires to vote to potentially accept, we can sign the letters and move on with this matter. The main benefit would be access.

Mr. Mulvey – commented how this is a case to protect the area for the future.

Weston moved and seconded by Ligor sign the letter. Unanimous vote.

Vote – Excuse Absent Members, if necessary

Holmes moved and seconded by Weston to excuse absent members Craig Rheinhardt.

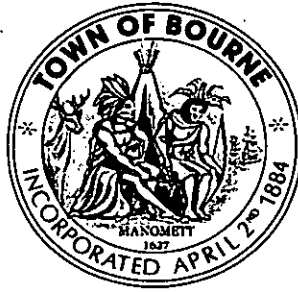
Unanimous vote.

Brendan Mullaney – the ConCom Calendar for next year will need to be voted upon at the next meeting.

Adjourn

Weston moved and seconded by Holmes to adjourn the meeting. The meeting adjourned at 8:10 pm. Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.



2014 DEC 11 PM 4 09

TOWN CLERK'S OFFICE
BOURNE, MASS

CONSERVATION COMMISSION AGENDA

Thursday, December 18, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Harbor Homes **File Number:** CC14-64
Representative: Holmes and McGrath, Inc.
Project Address: 72 Circuit Avenue, Pocasset
Proposed Project: Renovate existing dwelling including reconstruction of two porches and installation of a chimney within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

- 2) **Applicant:** Donald W. Jones, Jr. **File Number:** CC14-65
Representative: David R. MacLean & Associates
Project Address: 45 Baxendale Road, Cataumet
Proposed Project: Upgrade to new Title V septic system within 100 feet of a Wetland Resource Area

- 3) **Applicant:** David & Ann Wallace **File Number:** CC14-66
Representative: JC Engineering, Inc.
Project Address: 83 Cedar Point Drive, Pocasset
Proposed Project: Construct a garage and upgrade to new Title V septic system including all associated landscaping, grading, and appurtenances within an AE Flood Zone
Hearing Under State Act Only

7:10) Request to Amend Order of Conditions:

- 1) **Applicant:** Steve Cohen, CEA Group, Inc. **DEP File Number:** SE7-1849
Representative: Falmouth Engineering, Inc.
Project Address: 156 Leeward Road, Mashnee Island
Proposed Project: Amend Order of Conditions to allow for construction of a swimming pool, driveway, and landscaping within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Notices of Intent:

- 1) **Applicant:** Stephen Paulus **DEP File Number:** SE7-1913
Representative: Thompson Farland, Inc.
Project Address: 75 Eel Pond Road, Monument Beach

Proposed Project: Raze and rebuild an existing single family dwelling and install a new Title V septic system including associated grading, landscaping, utilities, and appurtenances within 100 feet of a Wetland Resource Area
(Continued from December 4, 2014)

2) **Applicant:** MassDOT Rail and Transit **DEP File Number:** SE7-1912
Representative: Lars Carlson, Jacobs Engineering Group
Project Address: Off Sandwich Road within Railroad Right of Way adjacent to Bourne Bridge
Proposed Project: Construct a 4,000 square foot rail station platform, relocate existing rail crossing, and reconstruct access drive including all appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from December 4, 2014)

3) **Applicant:** MassDOT Rail and Transit **DEP File Number:** SE7-1911
Representative: Lars Carlson, Jacobs Engineering Group
Project Address: Within Railroad Right of Way on north and south side of Cape Cod Canal Vertical Lift Railroad Bridge
Proposed Project: Perform track and signal improvements, including siding tracks and signal houses, within an AE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from December 4, 2014)

4) **Applicant:** Massachusetts Maritime Academy **DEP File Number:** SE7-1908
Representative: Stanley Humphries, LEC Environmental Consultants, Inc.
Project Address: 101 Academy Drive, Buzzards Bay
Proposed Project: Construct a waterfront protection project including a pile supported concrete pier, associated dredging and reuse of dredged material, and all associated facilities, utilities, and appurtenances within AE and VE Flood Zones, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area
(Continued from December 4, 2014)

Certificate of Compliance:

1) **Applicant:** Mass. Maritime Academy **DEP File Number:** SE7-1878
Representative: JC Engineering, Inc.
Project Address: 101 Academy Drive, Buzzards Bay
Proposed Project: Construct addition to existing building, including stormwater management facility improvements and associated site work within an AE Flood Zone

Other Business:

- ▶ Approval of Minutes – November 6, 2014 & November 20, 2014
- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Any other business that may legally come before the Commission
 - ▶ Report of the Conservation Agent
 - ▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99
 - ▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

CONSERVATION COMMISSION MINUTES

December 18, 2014 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

2015 JAN 30 AM 11 59

TOWN CLERK'S OFFICE

Chm. Gray called meeting to order at 7:00 pm and explained the Commission's procedure pursuant to the Wetland Protection Act M.G.L. c. 131, s. 40 and the Bourne Wetland Protection Bylaw Article 3.7.

Note: Chm. Gray addresses the audience in regards to recording a public hearing. If anyone wishes to record a public meeting, they are free to do so, however, it must be known by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting. Michael Rausch, Bourne Enterprise is recording tonight.

Members present: Chm. Gray, Rob Palumbo, Peter Holmes, Betsy Kiebalá, Susan Weston, Thomas Ligor, and Associate Member Paul Szwed.

Members excused: V. Chm. Martha Craig Rheinhardt

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Harbor Homes **File Number:** CC14-64
Representative: Holmes and McGrath, Inc.
Project Address: 72 Circuit Avenue, Pocasset
Proposed Project: Renovate existing dwelling including reconstruction of two porches and installation of a chimney within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

Tim Santos representing – this is a straightforward renovation project, two new decks and the resource is across the street.

No questions from the board.

Brendan Mullaney – most of the work is within the existing dwelling. There will be minimal excavation. The proposed project is not closer to the resource area than currently exists. No other concerns with the project.

No public comment.

Holmes moved and seconded by Weston a Negative Two Determination. Unanimous vote.

- 2) **Applicant:** Donald W. Jones, Jr. **File Number:** CC14-65
Representative: David R. MacLean & Associates
Project Address: 45 Baxendale Road, Cataumet
Proposed Project: Upgrade to new Title V septic system within 100 feet of a Wetland Resource Area

Mr. MacLean representing – applicant has received approval from the Board of Health. There is no change in number of bedrooms or additional square footage, but a new septic system was required.

No board comment.

Brendan Mullaney – this is a well-defined coastal bank. The new septic system will be an improvement over existing conditions and is moved back as far as the property lines allow. No other concerns with the project.

No public comment.

Holmes moved and seconded by Weston a Negative Two Determination. Unanimous vote.

- 3) **Applicant:** David & Ann Wallace **File Number:** CC14-66
 Representative: JC Engineering, Inc.
 Project Address: 83 Cedar Point Drive, Pocasset
 Proposed Project: Construct a garage and upgrade to new Title V septic system including all associated landscaping, grading, and appurtenances within an AE Flood Zone
 Hearing Under State Act Only

Chm. Gray recused himself from discussion and vote. The meeting was turned over to Holmes.

Mr. Mike Pimental representing – all proposed work is 150 FT from the coastal bank. Applicant is proposing replacing two cesspools; no grade changes

Brendan Mullaney – the proposed work is within the flood zone only. No other jurisdictional resources within 100 FT of the proposed work, will be an improvement over existing conditions. No other concerns with the project.

No board comment. No public comment.

Ligor moved and seconded by Weston a Negative Two Determination. Unanimous vote.

Chm. Gray back chairing meeting at this time.

7:10) Request to Amend Order of Conditions:

- 1) **Applicant:** Steve Cohen, CEA Group, Inc. **DEP File Number:** SE7-1849
 Representative: Falmouth Engineering, Inc.
 Project Address: 156 Leeward Road, Mashnee Island
 Proposed Project: Amend Order of Conditions to allow for construction of a swimming pool, driveway, and landscaping within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Mr. Mike Borselli representing – work continues on the interior of the house. The existing house is constructed on piles because of the location in the flood zone. The driveway will be a crushed stone

driveway. There is some minor excavation as the pool is above and below partially grade due to ground water levels. Landscape design is currently under final design, review and consideration by the developers. There is a drywell proposed for discharge.

The depth of the pool is 6-8 FT. There is a main drain at the bottom of the pool. The pool is 18'x36' saltwater, gunite pool.

Theresa Sprague, Blueflax Design - described the plant species in a slightly different configuration than on the original plans. She welcomed any feedback from the board to incorporate into the plan. There is no fill involved in this project.

Brendan Mullaney – the applicant is willing to have the landscape plan submitted prior to the pool constructed and he will add as a condition to amended order. The project is in the buffer zone only. It is within the velocity flood zone. The grading has already caused drainage issues with the roadway which have been addressed to some degree and will be discussed and addressed permanently as the project moves forward. No other concerns with the project.

The pool is partially below grade but 4 FT portion above the grade. Siding is all breakaway walls.

No board comment. No public comment.

Holmes moved and seconded by Kiebal to close the public hearing. Unanimous vote.

Brendan Mullaney –The Amended Order of Conditions allows for construction of a swimming pool, driveway, and associated landscaping in accordance with a plan submitted by Falmouth Engineering, dated December 2, 2014 and accompanying letter and narrative, dated December 3, 2014. A detailed landscape plan must be submitted prior to installation of the pool.

Ligor moved and seconded by Holmes to approve the Amended Order of Conditions. Unanimous vote.

Notices of Intent:

- 1) **Applicant:** Stephen Paulus **DEP File Number:** SE7-1913
 Representative: Thompson Farland, Inc.
 Project Address: 75 Eel Pond Road, Monument Beach
 Proposed Project: Raze and rebuild an existing single family dwelling and install a new Title V septic system including associated grading, landscaping, utilities, and appurtenances within 100 feet of a Wetland Resource Area
 (Continued from December 4, 2014)

The proposed project is to raze and rebuild the existing family dwelling. This hearing was continued for a File Number only.

Kiebal moved and seconded by Homes to close public hearing. Unanimous vote.

Brendan Mullaney – No comments with submitted from the DEP with regard to the project.

Draft Order of Conditions: All General Conditions, Special Conditions pursuant to MGL, Chapter 131, Section 140 1,2,3,5,6,9,10,12,13,16-24 and Special Conditions pursuant to the bylaw 3,4,6,7,8,9. Special Conditions 20,24 and Bylaw Condition 4,6 to continue in perpetuity.

Kiebala moved and seconded by Holmes move the Draft Order of Conditions to Final Order of Conditions. Unanimous vote.

At this time Palumbo arrived at the meeting at 7:28 pm.

- 2) **Applicant:** MassDOT Rail and Transit **DEP File Number:** SE7-1912
 Representative: Lars Carlson, Jacobs Engineering Group
 Project Address: Off Sandwich Road within Railroad Right of Way adjacent to Bourne Bridge
 Proposed Project: Construct a 4,000 square foot rail station platform, relocate existing rail crossing, and reconstruct access drive including all appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area
 (Continued from December 4, 2014)

Lars Carlson representing – applicant is filing only under State Wetlands Act. Mass DOT believes they are immune from local bylaws.

A 12/12/14 letter from General Counsel for the MassDOT was read into record stating the designs meet both State and local requirements.

Brendan Mullaney – Regarding the issue of the Bylaw, Town Counsel stated the board must take into consideration all information and can move forward at their discretion.

Chm. Gray – feels the bylaw is in effect and Town Counsel hasn't changed his opinion; he feels the board has enough legal authority to move forward. The bylaw has its own filing fees and this board doesn't have the authority to waive the fees but can reference a fee under the bylaw. We are proceeding with bylaw in effect. One question with respect to the platform was why this was not relocated from the the area under the bridge to the Gallo ice Arena.

Lars Carlson, we couldn't go in that direction because it would result in more actual impacts to vegetated wetlands. He gave copy of the State wetlands map. Chairman Gray said he doesn't see any significant wetlands near the parking and asked Mr. Carlson to explain. Brian Maroney, MassDOT - said there needs to be a passing area for the entire area in order for the station to function. The rail needs to be double tracked to accommodate this. This is not a sufficient area to add without impacting more than 5,00square feet of BVW. There are wetlands between the bridge and the platform where we need to put the passing side. They looked at the double track snaked through the wetlands and determined there was not enough room without causing major impact to the wetlands - just east of the current station site.

No further board comments.

Mr. Jerry Ellis, here as an individual citizen – asks that they consider relocating the project. His concern is the disruption of the quality of life. The object is to meet the law under Conservation and not impact the quality of life. Moving traffic down and away from this area is ideal, this project is a disservice to the town of Bourne. When the bridge is painted or maintenance is done, this area will be covered by paint and in turn there will be another area to move the traffic and put an impact on the Village of Bourne.

Mr. Carlson explained the parking lot holds 45 spaces. The station will still be locked at night and trash and dumping is going to be prevented. The parking area will not be any more open to the public than there is now.

Mr. Jim Mulvey – asked about the hours. It is an evening train service. It will remain open as they normally do and last train comes through in the evening and at which point will close. The initial presentation has been given by the Cape Flyer train.

Mr. John Raye raised issue of a lot of parties involved. Mr. Carlson said the train and operation is owned by the MBTA's commuter rail. The service run is at the request of the Cape Cod Regional Transit Authority. MassDOT owns the real estate and the property and is taking the lead. The Cape Flyer is a branding of the train service – not commuter – one train on Friday, on Saturday and on Sunday.

Chm. Gray said as a conservation board, the bylaw is in effect, and will be issuing decisions under both the State and the bylaw. We are exercising our right of the bylaw.

Discussion on the fee. Brendan Mullaney said the board can hold permit until the fee has been paid as a special condition. The applicants didn't make an application under the bylaw.

Chm. Gray explained whatever the decision the board makes under Chapter 131, Section 40 is an appealable decisions to the State DEP. One can appeal this board's decision within 10 business days with the DEP. He doesn't see anything gained to appeal to the DEP but said anyone is allowed to do so.

Ligor moved and seconded by Palumbo to close the public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: All General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1,2,3,5,9,10,12,13,14,16-24 and Special Conditions to the bylaw 4,7,8,9 and one Special Condition ASC-1) In accordance with the filing fee requirements established under the Town of Bourne Wetland Protection Bylaw (Article 3.7), the filing fee of \$500 must be paid prior to the start of the project. This requirement may potentially be waived if the Bourne Conservation Commission receives information verifying that the Bylaw and/or the Bylaw filing fee are not applicable to this project.

Kiebala moved and seconded by Ligor to move the Draft Order of Conditions to Final Order of Conditions. Unanimous vote.

- 3) **Applicant:** MassDOT Rail and Transit **DEP File Number:** SE7-1911
 Representative: Lars Carlson, Jacobs Engineering Group
 Project Address: Within Railroad Right of Way on north and south side of Cape
 Cod Canal Vertical Lift Railroad Bridge

Proposed Project: Perform track and signal improvements, including siding tracks and signal houses, within an AE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from December 4, 2014)

Mr. Lars Carlson – the letter he entered into the record for the previous hearing is associated with both file numbers. The applicant holds the same position as just read.

No board comments.

Brendan Mullaney – no comments.

John Carol – asked if new siding would be used and what the M points are. The siding is referred to Buttermilk in which a switch will be moved to the north. On the south side, a crossover will be moved to the south side of the bridge between Academy Drive and Cohasset Narrows bridge.

Bill Nelson – entered a letter into the record for the project.

No further public comments.

Palumbo moved and seconded by Holmes to close the public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: All General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1,2,3,5,9,10,12,13,14,16-24 and Special Conditions to the bylaw 4,7,8,9 and one Special Condition ASC-1) In accordance with the filing fee requirements established under the Town of Bourne Wetland Protection Bylaw (Article 3.7), the filing fee of \$500 must be paid prior to the start of the project. This requirement may potentially be waived if the Bourne Conservation Commission receives information verifying that the Bylaw and/or the Bylaw filing fee are not applicable to this project.

Ligor moved and seconded by Kiebala the Draft Notice of Intent to Final Notice of Intent. Unanimous vote.

- 4) **Applicant:** Mass. Maritime Academy **DEP File Number:** SE7-1908
Representative: Stanley Humphries, LEC Environmental Consultants, Inc.
Project Address: 101 Academy Drive, Buzzards Bay
Proposed Project: Construct a waterfront protection project including a pile supported concrete pier, associated dredging and reuse of dredged material, and all associated facilities, utilities, and appurtenances within AE and VE Flood Zones, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area
(Continued from December 4, 2014)

Brendan Mullaney – at the request of the applicant, this hearing is continued to 1/8/15.

Certificate of Compliance:

- 1) **Applicant:** Mass. Maritime Academy **DEP File Number:** SE7-1878
 Representative: JC Engineering, Inc.
 Project Address: 101 Academy Drive, Buzzards Bay
 Proposed Project: Construct addition to existing building, including stormwater
 management facility improvements and associated site work within
 an AE Flood Zone

Brendan Mullaney – a site visit was conducted, the project meets compliance and recommends to grant.

Ligor moved and seconded by Holmes to approve Certificate of Compliance. Unanimous vote.

Approval of Minutes

Holmes moved and seconded by Palumbo to approve minutes of 11/6/14 as written. Unanimous vote.
Weston abstained.

Kiebala moved and seconded by Weston to approve minutes of 11/20/14 as written. Unanimous vote.

Excuse Absent Members

Holmes moved and seconded by Kiebala to excuse Martha Craig-Rheinhardt. Unanimous vote.

Meeting calendar

Brendan Mullaney handed out the 2015 Hearing Schedule to the board.

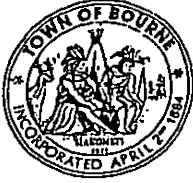
Public comment

Mr. Jerry Ellis thanked the board for holding the MassDOT hearing for the public.

Adjourn

Palumbo moved and seconded by to adjourn. Meeting adjourned at 8:35 pm. Unanimous vote.

Respectfully submitted – Lisa Groezinger, sec.



TOWN OF BOURNE
Community Preservation Committee

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532
Phone: (508) 759-0600



MEETING NOTICE

COMMUNITY PRESERVATION COMMITTEE

When: Monday, February 3, 2014

Where: Middle School..Room 100

Time: 7:00pm.

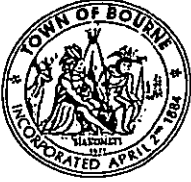
Cancelled

AGENDA

- 1). Minutes.
- 2) Distribution of the CPA APPLICATIONS for FY'2015 to be considered at the May5,2014 Annual Town Meeting.
- 3). Request of the Open Space Committee for CPA funds for design of a possible boardwalk project at Monks Park.
- 4). Request from the Open Space Committee for CPA funds to conduct certain Appraisals on possible land acquisitions.
- 5). Administrative Assistant to the Committee position: Naming of the Screening Committee. Executive Session..to consider Applicants..not to re-open in public session.

2014 JAN 30 PM 4 08
2014 FEB 3 PM 1 51
TOWN CLERK'S OFFICE
BOURNE, MASS.
TOWN CLERK'S OFFICE
BOURNE, MASS.

Ray J. [Signature], Chairman



TOWN OF BOURNE
Community Preservation Committee

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532
Phone: (508) 759-0600



MEETING NOTICE

COMMUNITY PRESERVATION COMMITTEE

When: Wednesday, February 19, 2014

Where: Meeting Room in the John Gallo Ice Arena

Time: 6:30pm.

2014 FEB 19 PM 12 30
TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA

1. Minutes.
2. Distribution of Fiscal year 2015 CPA Applications.
3. Procedures that will be used to review the Applications.
4. Open Space Committee request for Appraisal Funds.
5. Next Committee meeting date(s).
6. EXECUTIVE SESSION:
7. Administrative Assistant to the CPC: naming of the Screening Committee and to conduct the initial screening process.

Raymond A. ...

2014 FEB 18 AM 8 36

TOWN CLERK'S OFFICE
BOURNE, MASS

AMENDED AGENDA

MEETING NOTICE

COMMUNITY PRESERVATION COMMITTEE

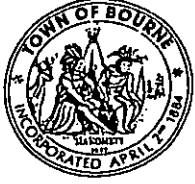
When: Wednesday, February 19, 2014

Where: Meeting Room in the John Gallo Ice Arena

Time: 6:30pm.

AGENDA

1. Minutes.
2. Distribution of Fiscal year 2015 CPA Applications.
3. Procedures that will be used to review the Applications.
4. May 5, 2014 Special Town Meeting: Accept CPA \$ Applications
5. Open Space Committee request for Appraisal Funds.
6. Next Committee meeting date(s).
7. EXECUTIVE SESSION:
8. Administrative Assistant to the CPC: naming of the Screening Committee and to conduct the initial screening process.



TOWN OF BOURNE
Community Preservation Committee

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532
Phone: (508) 759-0600.



MEETING NOTICE

COMMUNITY PRESERVATION COMMITTEE

When: Monday, March 3, 2014

Where: Bourne Middle School – Room 100

Time: 6pm.

2014 FEB 27 PM 3 49
TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA

1). Review and discussion of the following Fiscal Year 2015 Applications for Community Preservation Funds for the May 5, 2014 Annual & Special Town Meetings:

a). Bourne Housing Partnership: Affordable Housing Services and Support.

b) Keith Field Bathroom Renovations.

c). Recreational Fencing Replacement: Recreation Areas in Town.

d). Hoxie Center for Art, Science, Education & Culture.

e). Minutes.

f). Meeting Schedule

g) Executive Session: preliminary screening of the Applications received for Administrative Assistance to the Committee.

Ray H. Johnson
Chairman

C.C. All CPC Members

MEETING NOTICE

When: March 17, 2014

Where: Room 100...Bourne Middle School

Time: 6:30pm.

2014 MAR 13 PM 1 41
TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA

Update on the Canal Crossways Project.

Community Preservation Application: Monk's Park...Three Mile Overlook

Minutes

Next Committee Meeting Date

EXECUTIVE SESSION: discussion of possible land acquisitions.

CPA



TOWN OF BOURNE
Community Preservation Committee

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532
Phone: (508) 759-0600



MEETING AGENDA

When: March 18, 2014

Where: Room 100....Middle School

Time: 6:30pm.

2014 MAR 13 PM 1 41
TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA

The Community Preservation Committee will be continuing its review of FY 2015 CPA Applications that are related to Articles for the May 5, 2014 Annual & Special Town Meetings:

HISTORIC:

Bourne Archives; Jonathan Bourne Public Library; Bournedale Schoolhouse; Town Clerk; Hoxie School Restoration Project.

OPEN SPACE: Three-Mile Overlook; possible land acquisitions

Recreation

2) Discussion of attending a Legislative Meeting for March 21, 2014: to keep \$25,000,000 in CPA Funding.

3) Minutes

AMENDED
MEETING AGENDA
COMMUNITY PRESERVATION COMMITTEE

2014 MAR 14 PM 10 46
TOWN CLERK'S OFFICE
BOURNE, MASS

When: March 18,2014

Where: Room 100....Middle School

Time: 6:30pm.

AGENDA

The Community Preservation Committee will be continuing its review of FY 2015 CPA Applications that are related to Articles for the May 5,2014 Annual & Special Town Meetings:

HISTORIC:

Bourne Archives; Jonathan Bourne Public Library; Bournedale Schoolhouse; Town Clerk;

OPEN SPACE: Three-Mile Overlook Upgrades; Monk's Park Marsh Restoration Project

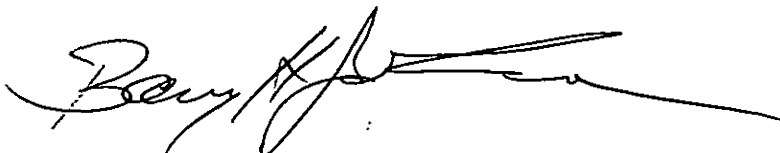
Recreation: Main Street Park Upgrades; Tennis Court Refurbishment(s)..Chester Park and Keith Field; Improvements to the Monument Beach Boat Ramp.

2) Discussion of attending a Legislative Meeting for March 21,2014: to keep \$25,000,000 in CPA Funding.

3) Appointment of the Administrative Assistant to the Community Preservation Committee.

4) Minutes

5) Next Committee Meeting Date



Barry H. Johnson, Chairman

DRAFT

**Community Preservation Committee
Meeting Minutes
March 18, 2014**

3/19/15
APPROVED

PRESENT: Barry Johnson, Neil Langille, Daniel Doucette, Penny Myers, George Sala, Andrew Cooney, Richard Anderson, Fred

EXCUSED: Peter Holmes

ALSO PRESENT: Tim Mullen, Rich Rheinhardt, Jon Nelson, Patrick Marshall

2015 MAR 10 AM 10 08
TOWN CLERK'S OFFICE
BOURNE MASS

Recording Clerk, Ann Gratis

The meeting was called to order at 6:30pm.

B. Johnson stated we are not taking any votes tonight, it's a fact finding only.

HISTORICAL

Archives: \$23,194 for catalog collections. Preserving files of the Town. Now looking at Historical Commission items. Just a continuation of the process.

D. Anderson asked why they need a laptop, printers, how many?

N. Langille: it's to present programs out of the building. It's a standard home printer. And we'll we getting dehumidifiers.

Library: \$180,000 (Historic and undesignated fund balance)

Patrick Marshall: For painting, repair of masonry, make it weather tight. Fix the leaking cupola.

Jon Nelson: There is rotted trim, flashing. The numbers are based on the archives center project numbers. The cupola is leaking in different spots and will need to look more closely at it. We are going to strip some of the roofing off to see where it's leaking.

Patrick: The roof was replaced in the early 2000's. The water is now pitched toward the cupola. What is the difference of a quote and a bid?

- Over \$10,000 public bid. Quotes for under \$10,000.\$25,000 + needs a public bid, bonding, etc. Designer selection over \$100,000.

Jon: The historic architect would require a weatherproofing background and historic preservation. Painting lasts about 10 years, last painted in the 80s.

Patrick: The library is on the next go around for the historical list for the National Register.

Bournedale Schoolhouse: \$100,000.

Jon: \$25,000 last year was approved. We met with contractors (lowest bid) and it wasn't enough to do the project. There is a lot of rot on the side and rear underneath. The structural column is rotted through. The cupola is in extremely poor condition. Will cost about \$80-\$100,000. It is on the historical register. There is ceiling damage from the leaks. This should be more than enough to get it up to snuff. Strucutral, weather tight, safe. The handicap ramp is not in yet, will do with this project. We are trying to keep the fee reasonable with the historical architect. The roof is in good shape. The building is not heated. Hope to be doe by the Centennial.

Town Clerk: \$50,000

Binding, rebinding, shelves, storage containers

\$60,000 for Laserfiche.

RECREATION

Monument Beach Boat Ramp: \$25,000 Tim Mullen has requested with Capital Outlay for a 2-lane ramp. 8 pilings on each side to secure, will have seasonal floats. Project will cost about \$450,000 (a single lane is \$350,000). It's the busiest ramp in town. It's now only usable at ½ tide or higher. This is a long range project. The septic was replaced last year and the lot was paved the year before that. We need to get more detailed plans and that's what this money is for. Think it will cost \$17,000 but we are requesting more just in case. We have a long-range comprehensive permit: mooring field, dredging, ramp, etc.

D. Anderson asked if Capital Outlay would give them the money?

Tim: This deserves to get done. We are looking at dividing it out between three entities: CPC, Capital Outlay, and other funds. The permit is renewable every 10 years. This would include a better cost estimate. We are looking at starting FY2015. We are looking 2-3 years down the road at the methodology of how we want to do it.

A. Cooney: Has project oversight been included? Yes.

B. Johnson: Very happy to have this discussion, we have waited 3 years.

A. Cooney: Has consideration been given to Monks Park ramp?

Tim: Shore and Harbor said it's not worthwhile and there will probably be issues with Conservation.

Main St. Park: \$50,000

Jon: The gazebo needs work. Want to add decorative lighting. We are going to try and match the streetscape lights. Will have a cedar shingle roof, trim, paint, railings.

George Sala: The gazebo was a donation by the Wagner family and is used heavily for weddings, concerts, etc. It's the heart of Main St.. Damage from carnivals, scallop fest. We want to add irrigation down the line. For now put in conduit for lights. Have the park be complimentary to the Army Corps parking lot.

D. Anderson: Will it be vandal resistant lighting?

Jon: They won't be able to take or knock over.

P. Myers: What about security cameras?

Jon: That can be expensive, would have to be wireless. We have talked about it at 3-mile look. The trim on the gazebo will be PVC. The railings sanded and painted.

George: We wouldn't change the structure, it's a memorial.

Chester Park: \$14,483 and **Keith Field:** \$9,000

The courts are junk. Will be 5-10 years before replacing.

OPEN SPACE

Monks Park Marsh Restoration: \$47,650.

Rick Rheinhardt (open space member): Ram Island is separated by a salt marsh. There is lots of erosion and it's dying back. There is an important eco system there. Would like to construct a boardwalk then the marsh will fix itself. Brendan Mullaney, Conservation Agent, agrees. Bracken Engineering will give a ballpark price. It would be a 100' x4' wide boardwalk. It would be plastic but light and water can get through. BCT (Bourne Conservation Trust) is agreeable as the co-applicant.

B. Johnson: This is a first for this type of project. When we go to FinCom the applicants need to be more pro-active.

Rick: It will be low enough; 6-8" average. Will try to keep it level. Don't think will need a railing. Fish can use as a refuge at high tide.

3-Mile Look: \$23,000

B. Johnson: What's wrong with the current lights?

Jon: They are broken. We need to replace with vandal resistant and better for the marine environment (salt, etc).

B. Johnson: there is a legislative meeting on Friday at the Barnstable complex asking to support the \$25Million over matching funds.

Admin. Assistant appointment: Dan, Penny and Barry met with the four applicants. After references and interviews, Nancy Bucants, an Bourne resident was chosen. She felt like a good fit.

D. Anderson made a Motion to appoint her. The Motion was seconded by A. Cooney with all in favor.

Next meeting: How people want the funds spent.

April 9th will be our public hearing. Hoxie will be a separate article.

P. Myers: They need to come and explain the business plan.

A. Cooney: Concerned, don't think they have a full idea of what they are doing with regard to potentially harmful building materials.

B. Johnson: Will have an agreement drawn up with the details of every step.

A. Cooney: It's too general. They need to focus on what this money is going toward.

P. Myers wants to hear from their financial people, not Scott. Nitty gritty, not ethereal ideas.

March 31st at 7pm we will meet with Hoxie to discuss the financial plan.

D. Anderson made a Motion to adjourn. The Motion was seconded by G. Sala with all in favor.

With no further business before the Committee, the meeting was adjourned at 9:15pm.

Respectfully submitted,
Ann T. Gratis, secretary

COMMUNITY PRESERVATION COMMITTEE

When: Monday, March 31, 2014

Where: Room 100....Middle School

Time: 7pm.

2014 MAR 25 PM 4 02
TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA

- 1). To meet with the Applicants to further discuss their Application for Community Preservation Funds for the HOXIE CENTER FOR ART, SCIENCE, EDUCATION & CULTURE. The emphasis will be on hearing a presentation on how their Business Plan was developed.
- 2). Committee Public Hearing process and our meeting with the Finance Committee on April 7, 2014.
- 3). Minutes.



Barry Johnson, Chairman

DRAFT Community Preservation Committee
Meeting Minutes
March 31, 2014

3/31/14
APPROVED

PRESENT: Barry Johnson, Daniel Doucette, Penny Myers, George Sala, Andrew Cooney, Richard Anderson, Fred Bartholomew

EXCUSED: Peter Holmes, Neil Langille

ALSO PRESENT: John Campbell, Allyson Vizer-Knox, Scott Fitzmaurice

Recording Clerk, Ann Gratis

The meeting was called to order at 7:20pm.

B. Johnson stated we are not focusing on Hoxie's business plan tonight.

John Campbell, Vice-Chair of SCORE. Background: lives locally, investor, sits on many boards, built/sold businesses. The Hoxie challenge is taxes, budget, revenue source, etc. Is there a market? Letters of support show there seems to be a need. Do the people have skill/background? I have experience with non-profits, community, what it takes to run, not relying on donations. I'm committed to work with them to refine the plan as it advances. I'm confident they can pull it off.

D. Anderson: How long is your commitment? Unforseen, will they fall back to you?

John: yes. There is no time commitment. We have resources across the country to help if needed.

B. Johnson: Historic voted unanimously to recommend to the CPC. \$99,000 a year is projected revenue. \$36k with after school programs.

Scott: We have \$43,000 on hand. There is a school looking at different sites on Cape. Hoxie is too far out right now. We are exploring other relationships. Cultural programs, gallery/exhibit space. Housing: We are exploring this phase. Met with Sue Ross and Kerry Horman. If we go forward, it needs to make sense and fit into the plan. \$95.2k staff startup costs. Expenses for the renovation only are \$281,00 (\$213,000 from CPC).

D. Anderson: You have \$68k to raise in year one, have you started?

Scott: We are in the process. Have raised \$3,000 and have others set up. There are five different foundations on the Cape. Excited but not currently funding in this area (projects). Hired a grant writer in Hyannis that specializes with non-profits.

D. Anderson: What if you don't hit your target?

Scott: We have a backup plan. A certified restoration would make it happen. We want this project to go forward.

D. Anderson: Do you have a second backup?

Scott: The plan is to approach people in town to give time or money (contractors).

Allyson: if we have to pick and choose, egress and safety will be done first.

F. Bartholomew: If the CPC says yes and Town Meetings says no, then what?

Scott: The Town requires CPA funding to get the building.

Allyson: The Town would have to decide what to do with the building. Maybe we'd find another plan.

Scott: Architect, Walter Fuller, will be doing testing on the building to see what's needed. WE still don't have Roger and Marty's "this is what you need to do." list. We want their sign-off's prior to town meeting.

A. Cooney: Get records of the building and see what they were required to do when operating. Simplify as Phase 1, focus, preserving the building. Make that available to all people and focus on the gym.

Scott: We want to make the gym compliant and address the safety issues at once based on contractor comments.

G. Sala: Concerned with the building's heating system, it's a big budget item.

Scott: Had talked to Jon Nelson, Cape Light Compact and other resources for that. We have a Board of Directors. We need the right person for custodial, marketing, to cut down on costs. Will make an Executive Director full time in 1-2 years.

B. Johnson: We analyzed thoroughly and are becoming comfortable with the project. It was very helpful to get John and UMass involved as independents. At Town Meeting it won't be contingent if it's a separate article.

Scott: Bob Troy, Ford O'Connor will draft the P&S after Town Meeting. We will have a reverter clause in case this doesn't go through.

B. Johnson: will the fire chief allow the gym only?

Scott: we'd need a firewall.

B. Johnson: We will then need a historic restriction. That can take up to 60 days with MA Historical. Who would hold it? Hoping the Historical Commission will do that, but it's up to the Selectmen. I recommend not just limiting the money to \$213,370. I think we should request \$15,000 more so the committee will have a historic architect to oversee the construction as an independent review. The grant agreement, fiduciary responsibility of this committee. They would have to meet certain milestones to allocate the money. Not a lump sum. We need to get this wrapped up in the next couple of weeks.

D. Anderson made a Motion to adjourn. The Motion was seconded by G. Sala with all in favor.

With no further business before the Committee, the meeting was adjourned at 8:27pm.

Respectfully submitted,
Ann T. Gratis, secretary



TOWN OF BOURNE
Community Preservation Committee

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532
Phone: (508) 759-0600



2014 APR 7 AM 9 58
TOWN CLERK'S OFFICE
BOURNE, MASS

MEETING NOTICE

THE COMMUNITY PRESERVATION COMMITTEE (CPC) ..pursuant to MGL Chapter 44B..will be holding a PUBLIC HEARING ON WEDNESDAY, April 9,2014 starting at 7pm. in the COMMUNITY ROOM of the JONATHAN BOURNE PUBLIC LIBRARY for the purpose to hear presentations and testimony from Applicants who have requested Community Preservation Funds for Fiscal Year 2015. These Applications deal with the possible acquisitions of certain parcels of land for Open Space-Passive Recreation purposes; Community Housing; Historic Preservation/Restoration; and Recreation. These Applications will appear in the May 5,2014 Annual & Special Town Meetings.

Applications are on file in the Town Clerk's office which is open on Monday to Friday..8:30am. to 4:30pm..in Bourne Town Hall.

Barry Johnson, Chairman

DRAFT

**Community Preservation Committee
Meeting Minutes
April 9, 2014**

3/9/15
APPROVED

PRESENT: Barry Johnson, Neil Langille, Daniel Doucette, Penny Myers, George Sala, Andrew Cooney, Richard Anderson, Peter Holmes

TOWN CLERK'S OFFICE

EXCUSED: Fred Bartholomew

ALSO PRESENT: Jon Nelson, Rick Rheinhardt, Donald Ellis, Elmer Clegg, Liz Henry, Tim Mullen, Patrick Marshall, Scott Fitzmaurice, Allyson

Recording Clerk, Ann Gratis

The meeting was called to order at 7:05pm.

STM ARTICLES

CPC recommendations will be given to FinCom by 4/28/14. B. Johnson read the hearing notice into the record. This is the first time in three years we can entertain some recreation projects. The Selectmen signed the warrant on 4/8/14.

OPEN SPACE

A. Rams Island boardwalk: Rick Rheinhardt, OSC, stated this is a joint application with BCT as it's their land. Restoration of a salt marsh by constructing a boardwalk to prevent further erosion. The walking path has gotten wider and is destroying the marsh. It's one of the most pristine embayments in town. It connects the mainland to Ram Island and will be 100' long x 4' wide and kept low to the ground. The estimate said to use 15' pilings, that won't be needed here. The cost will be reduced if we bid out the materials and labor separately. The improvements are to maintain the integrity of the marsh. Rams Island is owned by BCT.
D. Doucette made a Motion to approve. The Motion was seconded by P. Holmes with all in favor.

HISTORIC

B. Bournedale Schoolhouse: Jon Nelson stated this building is on the Historic register and the scope of work is bigger than we originally thought. The exterior restoration is greatly needed, estimating about \$80,000. We'll need a historic architect, not sure how much rot we'll find behind the walls.
Jerry Ellis: I helped get them on the register for federal and state. It's an important and significant structure. The Board of Selectmen supports the restoration.
Elmer Clegg: How does this compare to the Cataumet school?
B. Johnson: It's much more extensive and about the same age.
D. Anderson: The Cataumet school is privately funded mainly.
P. Holmes made a Motion to approve. The Motion was seconded by D. Doucette with all in favor.

RECREATION

C. Keith Field Bathroom Renovation: Jon Nelson: The bathroom is a brick building in poor shape and has been vandalized a lot. The bathroom is a prison cell. We want to make it handicap accessible and make the roof blend in better. It's a renovation but nothing structural, the town will do most of the work at this very popular field.

G. Sala: It's worth having done. The DPW has maintained it over the years. It houses the electrical panel (recently upgraded) and backflow preventer with a closure on the back side which we don't have now.

G. Sala made a Motion to approve. The Motion was seconded by D. Doucette with all in favor.

D. Keith Field Tennis Court: Jon: There is a need to spend money on recreation. I had Cape & Islands Tennis look at it and it can be refurbished. Expect it to last 5 years. This court is highly used. The quote expires at the end of May. We didn't set up a date to have it done, will need to sign a contract first.

A. Cooney made a Motion to approve. The Motion was second by D. Anderson with all in favor.

E. Chester Park Tennis Court: Jon: Double court refurbishment.

G. Sala: would like to expedite this one prior to Keith Field. Want it done before summer for recreation activities.

D. Doucette made a Motion to approve. The Motion was seconded by G. Sala with all in favor.

F. Buzzards Bay Park: Jon: The goal is to finish the gazebo. It's in poor shape: roof, trim, railing. This grew into an overall park project including missing lights, broken lights, and vandalized lights.

G. Sala: Aluminum based poles now can break easily. Don't know what there is for conduit.

Jon: Vandal resistant planters are expensive about \$1,100 each and are made to last. The garden club would maintain them.

A. Cooney made a Motion to approve. The Motion was seconded by D. Anderson with all in favor.

G. Monument Beach Boat Ramp: Tim Mullen Design plans, methodology for a 2-lane ramp in addition to what's there. Will block off existing and use for emergency. The new ramp is 165'x46' concrete, 12" thick over 12" gravel sub base. There will be eight floats on each side with six guide poles on each side. It's a typical design for a substantial ramp. These plans are in addition to what we already have.

D. Anderson: Measurements taken at what tide? How far in the water at low tide?

Tim: From the top of the coastal bank, it's about 12'. Won't reach the channel. All floats will be in the alter at low tide. Each float is 6'x16'.

D. Anderson made a Motion to approve. The Motion was seconded by A. Cooney with all in favor.

H. Recreational Fencing around town: G. Sala: This is a priority with safety issues and concerns. Fencing is expensive, price based on linear foot. Used also at some tennis courts, skate park. Using a heavier gauge to hold up to the elements, making all 5' high with 4' below and will be capped with a plastic corner.

D. Doucette made a Motion to approve. The Motion was seconded by P. Holmes with all in favor.

A. Cooney: Krissanne talked about putting up a net in the area so foul balls don't get into the playground.

G. Sala: Will look into the net. The gate will be moved to the 3rd base side (Monument Beach). A 5' fence is a recreational requirement. People won't get hurt as easily, the caps on 4' get brittle and crack.

ATM ARTICLES

A. Three-Mile Overlook: Jon: Replacement of lights, get a better fixture, vandal resistant. Taller and more suited to a coastal environment. Repair/replace benches and the open shelter. Will be doing landscaping to open it up and make it easier to maintain and more inviting. Plants will be reused if possible.

G. Sala: There was no landscape plan in place. It needs TLC. All the lights will be LEDs and cost effective. This money won't cover cameras (very expensive).

B. Johnson: Plans to widen the pathway. There is still \$5,000 from the previous article.

N. Langille made a Motion to approve. The Motion was seconded by A. Cooney with all in favor.

B. Affordable Housing Specialist: Sue Ross: This is needed more than ever. We are starting on a new house soon. Lots of the work is preserving what we have. There are three resales coming up and each has a different deed rider. The State is changing to a universal deed rider. Many of our affordable houses were missing off the State inventory, we got the count back up in three days. This is part of the LCP action plan and is the only way we can go forward.

A. Cooney made a Motion to approve. The Motion was second by D. Anderson with all in favor.

C. Archives: N. Langille: This is an ongoing digitization, preservation of records. Motion to approve. The Motion was seconded by P. Holmes with all in favor.

D. Town Clerk: B. Johnson: This is ongoing preservation of vital records. 1930-1951 births, town meeting books, some deaths.

D. Doucette made a Motion to approve. The Motion was seconded by P. Holmes with all in favor.

E. Laserfiche: B. Johnson: Trying to identify companies to set up at town hall to scan. Has an RFP almost ready to go out to bid.

D. Doucette made a Motion to approve. The Motion was seconded by P. Holmes with all in favor.

F. Library: Patrick Marshall: Need to replace dry rot, paint, etc.

Jon: There is a large amount of masonry work to be done. Joints need to be cut out and re-metered, flashing, trim. Will get a historical architect as the prime, they'll sub out weatherproofing.

D. Anderson: Lax in repairs of Town facilities. Don't want to see this end up like Bournedale school.

Jon: We are doing a lot at once, usually spread it out. the goal is to not request more in the middle of the project.

D. Anderson made a Motion to approve. The Motion was seconded by P. Holmes with all in favor.

Article 23 – Hoxie:

B. Johnson read the article. Due to the reverter clause, it requires a 2/3 vote, that's why it's separate.

Scott: The school is a non-performing asset for the town. Historic preservation and safety measures so the building can be used. There are many repairs in the future.

Allyson: Thing we haven't anticipated will probably come up. Will probably be more sustainable in five years.

P. Holmes: We need more positive things to happen in Bourne. This will fair well in future generations. It's an asset, educational, benefits.

B. Johnson: One of the biggest projects we've undertaken. The second hurdle is the P&S with the Selectmen. With the reverter clause, the school would go back to the care, custody of the Selectmen, it couldn't be sold off. The grant agreement will spell out milestones, then we can release money to the project, etc. The land and building are conveyed for \$1. A historic entity needs to hold the restriction then it goes to the state. The CPC needs to hire a historic architect to oversee the project. It's very extensive, that's why the additional funds in the article. Make it \$250,000. This protects everyone involved.

B. Johnson made a Motion to make the funds \$250,000. The Motion was second by D. Doucette. Scott: I think Bob Troy is incorrect on the 2/3 vote as this doesn't involve land. We might not get that.

B. Johnson: He'll explain the funds to the audience with the motion at Town Meeting. The Selectmen can't convey land without a town meeting vote.

Jon: Town meeting already authorized the conveyance of the land/building in 2010.

B. Johnson: There was no reverter clause in the 2010 vote and it's too late to change the warrant. All in favor of the Motion.

Operating expenses: \$50,000. D. Anderson made a Motion to approve. The Motion was seconded by D. Doucette with all in favor.

B. Johnson: We are probably meeting just before town meeting. OSC has 2 possible purchases of land, will get to you soon.

D. Doucette made a Motion to adjourn. The Motion was seconded by P. Holmes with all in favor.

With no further business before the Committee, the meeting was adjourned at 9:15pm.

Respectfully submitted,
Ann T. Gratis, secretary



TOWN OF BOURNE
Community Preservation Committee

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532
Phone: (508) 759-0600



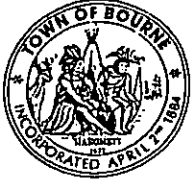
MEETING NOTICE

The Community Preservation Committee (CPC) will be attending the meeting of the Finance Committee on Monday, April 28, 2014 starting at 7pm. in the Community Building... 239 Main Street....Buzzards Bay, Mass. 02532.

Purpose: to be able to participate in this meeting as the Finance Committee will be discussing and voting their recommendations on Community Preservation Fund Articles that are included in the May 5, 2014 Annual and Special Town Meetings.

Barry H. Johnson, Chairman, Community Preservation Committee

2014 APR 24 AM 10 24
TOWN CLERK'S OFFICE
BOURNE, MASS



TOWN OF BOURNE
Community Preservation Committee

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532
Phone: (508) 759-0600



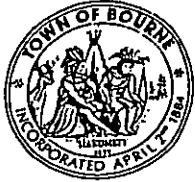
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TOWN CLERK'S OFFICE
BOURNE, MASS

MEETING NOTICE

The Community Preservation Committee will be meeting outside of the entrance to the Bourne High School Auditorium at 6:30pm. on Monday, May 5, 2014 for the purpose of finalizing their recommendations on Articles 19 & 22 in the Annual Town Meeting.

Also, this posting is to announce that the Committee may be asked to conduct a deliberation during a session of the May 5, 2014 Annual & Special Town Meetings on items that involve the use of Community Preservation Funds and their recommendations concerning same.

Barry H. Johnson, Chairman, Community Preservation Committee



TOWN OF BOURNE
Community Preservation Committee

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532
Phone: (508) 759-0600



MINUTES OF THE COMMUNITY PRESERVATION COMMITTEE MEETING HELD ON
MAY 5, 2014 OUTSIDE OF THE HIGH SCHOOL AUDITORIUM BEFORE THE ANNUAL
TOWN MEETING

PRESENT: B. Johnson; P. Myers; F. Bartholomew; A. Cooney; G. Sala; P. Holmes

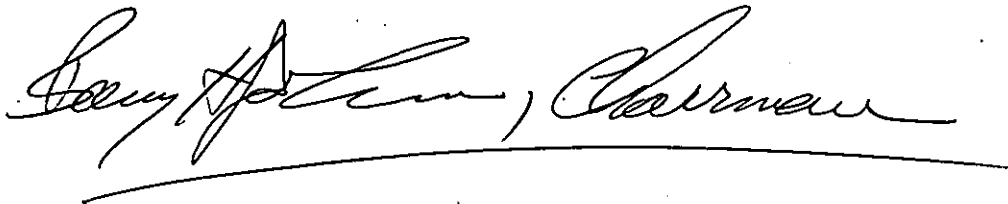
Absent & Excused: D. Doucette; D. Anderson; N. Langille

Meeting began at 6:35pm.

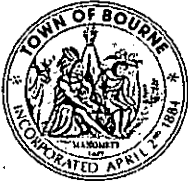
PURPOSE of the MEETING: to vote the CPC recommendation of where the funds
are to come from for the land purchases as requested in Articles 19 & 22 as listed
in the May 5, 2014 Annual Town Meeting Warrant.

It was moved by Cooney and seconded by Myers to take the funds for these
possible purchases from the Open Space Reserves of the Community Preservation
Fund. No further discussion on the Motion; UNANIMOUSLY VOTED.

Meeting ended at 6:40pm..



2014 MAY 6 PM 1 40
TOWN CLERK'S OFFICE
BOURNE, MASS



TOWN OF BOURNE
Community Preservation Committee

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532
Phone: (508) 759-0600



MEETING AGENDA

Date: Monday, September 8, 2014
Time: 6:30 pm
Place: Community Building, 239 Main St., Buzzards Bay

To determine if the Committee will accept applications for CPA funding of projects to be presented at the Oct. 27, 2014 Special Town Meeting.

2014 SEP 4 PM 12 20
TOWN CLERK'S OFFICE
BOURNE, MASS

Johnson, Barry

From: Johnson, Barry
Sent: Tuesday, September 9, 2014 7:58 AM
To: Gratis, Ann
Subject: *BHJ* ~~DRAFT~~ MINUTES OF THE COMMUNITY PRESERVATION COMMITTEE MEETING HELD *9/30/14* ON SEPTEMBER 8, 2014

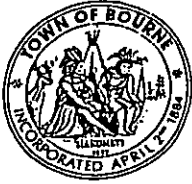
Ann: please send these out to the members of the CPC for APPROVAL at our next CPC meeting scheduled for MONDAY, SEPTEMBER 29, 2014:

PRESENT: B.Johnson; P.Myers; D.Anderson; F.Bartholomew; G.Sala; P.Holmes ;N.Langille; D Doucette

Absent/Excused: A. Cooney

- 1). The meeting was called to order at 6:33pm. By Chairman Johnson.
- 2). Purpose of the meeting: to see if the CPC would approve the accepting of applications requesting CPA funding for various qualified CPA Projects for the October 27,2014 Special Town Meeting.
- 3). B. Johnson stated that the CPC - over a period of years - has voted to accept said Applications for the sundry Annual and Special Town Meetings that have been held.
- 4). B. Johnson stated that if the CPC approves doing this...a display ad will appear in the September 12,2014 Bourne Enterprise and in the September 17,2014 edition of the Bourne Courier; on the Town website; and an email will be sent out to the various Town Depts. etc.. notifying people that the Applications are available.
- 5). MOTION: D. Doucette moved and P. Holmes seconded that the CPC will ACCEPT CPA Applications for presentment at the October 27,2014 STM. UNANIMOUS VOTE.
- 6.) The CPC will meet again on Monday, September 29,2014 to review the Applications that may be received.
- 7). Meeting Adjourned at 6:45pm..
- 8). Minutes submitted by Barry H. Johnson, Chairman

2014 SEP 30 PM 3 19
TOWN CLERK'S OFFICE
BOURNE, MASS



TOWN OF BOURNE
Community Preservation Committee

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532
Phone: (508) 759-0600



Meeting Notice

The Community Preservation Committee (CPC) will be meeting on **Monday, September 29, 2014** in Room 100 of the Bourne Middle School starting at 6:30pm..

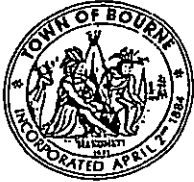
AGENDA

- 1). Minutes of the September 8, 2014 CPC meeting.

- 2). Review, discuss and vote the CPC recommendations on CPA Funding requests for consideration at the October 27, 2014 Special Town Meeting.

Barry H. Johnson, Chairman

2014 SEP 22 PM 12 36
TOWN CLERK'S OFFICE
BOURNE, MASS.



TOWN OF BOURNE
Community Preservation Committee

Bourne Town Hall
20 Perry Avenue
Buzzards Bay, MA 02532
Phone: (508) 759-0600



Date; Monday, December 1, 2014

Where: Room 100----Bourne Middle School

Time: 6:30pm.

2014 NOV 28 AM 10 59
TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA ITEMS

1). EXECUTIVE SESSION: review of a DRAFT Grant Agreement between the CPC and the HOXIE CENTER FOR ARTS, SCIENCE, EDUCATION AND CULTURE, INC. that involves the purchase & exchange of real property. Will re-open in public session.

2). EXECUTIVE SESSION: review of a proposal involving a possible land acquisition....will re-open in public session.

3) Discussion and vote a schedule announcing FY'2016 CPA Funding Applications are available and the deadline for submittal for same.

4). Next CPC meeting date.

Barry. H. Johnson, Chairman

DRAFT

**Community Preservation Committee
Meeting Minutes
December 1, 2014**

APPROVED
3/9/15

PRESENT: Barry Johnson, Peter Holmes, Daniel Doucette, Penny Myers, George Sala, Andrew Cooney, Richard Anderson, Fred Bartholomew

EXCUSED: Neil Langille

ALSO PRESENT: Bob Troy, Peter Nelson, Jen Donovan

Recording Clerk, Ann Gratis

The meeting was called to order at 6:30pm.

D. Doucette made a Motion to go into Executive session to discuss the Hoxie grant agreement with Bob Troy and to re-open in public session. The Chairman stated that having the discussion in an open session may be detrimental to the public body's negotiating position. The Motion was seconded by R. Anderson. Roll call vote as follows:

A. Cooney – yes	G. Sala – yes	D. Doucette – yes
P. Myers – yes	R. Anderson – yes	F. Bartholomew – yes
P. Holmes – yes	B. Johnson - yes	

Public Session re-opened at 7:30pm

D. Doucette made a Motion to go into Executive session to discuss a possible land acquisition and to re-open in public session. The Chairman stated that having the discussion in an open session may be detrimental to the public body's negotiating position. The Motion was seconded by P. Holmes. Roll call vote as follows:

A. Cooney – yes	G. Sala – yes	D. Doucette – yes
P. Myers – yes	R. Anderson – yes	F. Bartholomew – yes
P. Holmes – yes	B. Johnson - yes	

Public Session re-opened at 8:07pm

B. Johnson: Will put the ad in the Enterprise and publish it twice stating we are accepting applications until Jan. 16, 2015 for FY16. We should have a meeting with the Hoxie group either 12/8 or 12/15. We will be looking for the following: money raised to date, overall projected costs, source of funding, how far out until completion, etc.

With no further business before the Committee, the meeting was adjourned at 8:23pm.

Respectfully submitted,
Ann T. Gratis, secretary

Community Preservation Committee
EXECUTIVE SESSION Meeting Minutes
December 1, 2014

APPROVED
12/1/14

PRESENT: Barry Johnson, Peter Holmes, Daniel Doucette, Penny Myers, George Sala, Andrew Cooney, Richard Anderson, Fred Bartholomew

EXCUSED: Neil Langille

ALSO PRESENT: Bob Troy

Recording Clerk, Ann Gratis

PART 1

The meeting was called to order at 6:32pm.

B. Johnson: At town meeting it was voted to give \$250,000 to go forth with Hoxie. Four things we need:

- P&S
- Reverter clause
- Historic restriction
- Grant agreement with the CPC (how funds are to be expended)

B. Troy: Nothing has been done since then. Admin/guidance over projects has to come from town hall. What are the proponents waiting for? Who's going to do the historic restriction? I have no documents. We have plans, but still in flex. Need to know up front what the building will look like. I suggested Tom Guerino put Jon Nelson as a point person. The Selectmen agreed on the reverter clause. We need to know how much money has been raised so the CPC doesn't fund the whole thing.

D. Anderson: Have them raise so much money by a certain date or forget it.

B. Johnson: Jon Nelson said what they want to do will be in the millions. And the Hoxie people said they'd be back 3-5 times.

P. Holmes: Give them 50% and then the rest in increments.

B. Johnson: Hoxie is having their annual meeting on 12/4. They've said they have \$300,000. Historic has to be to National standards. They want to open the gym and do security/sprinkler first. We'll need to sit with them once we see the final plan. I think 50% is too much. Need to see a budget.

P. Holmes: I thought the initial money could be used to take care of certain things before they proceed: bathroom, handicap, etc.

B. Troy: Say the cost is \$2 million, now much will be from private sources? Then you know how much you'll be asked for.

F. Bartholomew: Have we asked if they've received any other grants? They need the P&S first.

D. Anderson: Tie our contribution to how much they've raised – matching percentage.

A. Cooney: Reimburse once they incur expense?

B. Johnson: Who's going to hold the historic restriction?

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TOWN CLERK COURNE

P. Holmes: All non-profit, no guarantee they'll do it.

B. Johnson: We'll ask them to come to us to answer the questions we have ASAP and then go from there.

P. Holmes: We should ask for grant reports 3 times a year, not 4.

B. Troy: When the Town does a project, we get all the information up front. You don't make the decision for future resources. This has become a partnership between Hoxie and the Town. It's a first. The CPC should talk to Jon Nelson. How much will they need total? How far along are they? Where is the money coming from? I have sent the reverter clause to Ford O'Connor, haven't heard back yet.

B. Johnson: We can have Bob Troy write up the historic. We will be having a special town meeting on 1/26/15 for the MBTA.

B. Troy: This is a tough time of year. If they need more, we can put it on that warrant. Give town meeting the truth, overall cost, and we'll be asked for this amount.

P. Holmes made a Motion for Bob Troy to do the Historic draft and follow through. The Motion was seconded by A. Cooney. Roll call vote as follows:

A. Cooney – yes	G. Sala – yes	D. Doucette – yes
P. Myers – yes	R. Anderson – yes	F. Bartholomew – yes
P. Holmes – yes	B. Johnson - yes	

D. Doucette made a Motion to adjourn and go back into public session. The Motion was seconded by D. Anderson. Roll call vote as follows:

A. Cooney – yes	G. Sala – yes	D. Doucette – yes
P. Myers – yes	R. Anderson – yes	F. Bartholomew – yes
P. Holmes – yes	B. Johnson - yes	

With no further business before the Committee, the meeting was adjourned at 7:30pm

PART 2

ALSO PRESENT: Peter Nelson, Jen Donovan (Monument Beach Civic Associates)

The meeting was called to order at 7:34pm.

Briarwood (developed portion) possible purchase.

B. Johnson: This is informal. They are presenting a proposal to see if they can get a feel of the committee. Because of the magnitude and money involved, I've asked them to come here.

P. Nelson: The property abuts conservation areas and has 15 buildings. Think this would be a great place for offices, meetings, organizations.

Main House: banquets, meetings and other functions. 3 floors. Community center, apartment rentals (housing authority). Boathouse/dock – DNR, storage and relocate the shellfish propagation program. Community Boating could use this site.

A. Cooney would like to see a site plan.

Carriage House: 7 bedrooms, 4 baths. Rental for low income housing. Occupants could get reduced rent for maintenance of the grounds.

Studio: large open floor plan. Rec. Dept, little league. There is a field across the street. Youth groups.

Classrooms (4-6): Craft/art studios. Schools (water front studies), boating.

Cape House: 3 bedrooms. Have this be the caretakers house. Could rent or be sold.

This is very overwhelming. There is a camping area with 6 heated cabins and a large common bathroom. Could be used for retreats, boy/girl scouts.

P. Holmes: I have been to this property many times. Love this but the cost of the upkeep would be huge.

F. Bartholomew: Who would purchase and maintain? Set up an entity. Is this a viable project for the Town to own?

A. Cooney: Is there any historical significance? I love the property. Don't know what this committee could do. Needs to be multifaceted. Would love to see it saved.

Peter: There is a church, but not sure.

Jen: The MB Associates supported bringing the proposal to the Town.

B. Johnson: The only funding would be the CPC. We couldn't use money for maintenance. Don't see it for this year – budget, sustaining entity, lots of things needed.

F. Bartholomew: If we get involved, that would be two major projects at once.

B. Johnson thanked Peter and Jen for coming and presenting this to us.

D. Doucette made a Motion to adjourn and go back into public session. The Motion was seconded by A. Cooney. Roll call vote as follows:

A. Cooney – yes	G. Sala – yes	D. Doucette – yes
P. Myers – yes	R. Anderson – yes	F. Bartholomew – yes
P. Holmes – yes	B. Johnson - yes	

With no further business before the Committee, the meeting was adjourned at 8:07pm

Respectfully submitted,
Ann T. Gratis, secretary



TOWN OF BOURNE
Community Preservation Committee

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532
Phone: (508) 759-0600



MEETING NOTICE

When: Monday, December 15, 2014

Time: 6:30pm.

Where: Middle School....Room 100

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TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA

1). EXECUTIVE SESSION:

a) review of information that will be part of a negotiated Grant Agreement between the CPC and the Hoxie Center for Arts, Science, Education and Culture, Inc. that involves the purchase 7 exchange of real property.

b). review of the December 1, 2014 CPC Executive Session minutes.

The CPC will then re-open in open session.

2). Proposed meeting with the By-Law committee.

3). Distribution of the CPA Applications for FY'2016.

4). Committee meeting schedule and scheduling of a Public Hearing on receiving testimony on the "needs" of CPA Project Funding.

Ray A. ... Carmen

DRAFT Community Preservation Committee
EXECUTIVE SESSION Meeting Minutes
December 15, 2014

APPROVED

3/9/15

PRESENT: Barry Johnson, Peter Holmes, George Sala, Andrew Cooney, Richard Anderson, Neil Langille, Fred Bartholomew, Penny Myers

EXCUSED: Daniel Doucette

ALSO PRESENT: Scott Fitzmaurice, Allyson Bizer Knox, Jerry Ingersoll

Recording Clerk, Ann Gratis

The meeting was called to order at 6:45pm.

B. Johnson: We are considering the three of you (Scott, Allyson, Jerry) as the negotiating team for Hoxie and we thank you for the information packet. The P&S was signed by all parties. The reverter clause is in section 2. The historic restriction has been drafted by Jerry. Bob Troy will review and incorporate in his draft. We are assuming the cost of that then present to you and MA Historical.

Review of Grant Agreement:

Page 1: Scott: We are grateful for the support from a variety of means. Donor donations to help offset fire/safety costs. Aiming to do the whole building in the first piece³ of funding. Outside improvements need work. Cost savings by doing the entire building at once. Cape Light Compact is coming in this month and we've reduced boiler improvements.

Priorities for first round: ADA bathrooms; fire suppression; egress; alarm system; utility.

P. Myers: You're hoping Cape Light will be significant so you can drop the boiler money.

Scott: We want to find out what they say first for public safety.

Allyson: We can live with the boiler as it is now.

A. Cooney: Safety issues for the building of this age. Look at the materials the boiler is covered with.

Jerry: the plumbing contractor went through and said not much asbestos. Many items have been changed over already. His grandfather installed the system. We don't plan to remove until we have someone tell us where the asbestos is.

A. Cooney: New regulations, will need to have a professional survey done before any work.

B. Johnson: I went through files and found a 3-year asbestos management plan update from 12/5/07.

A. Cooney: These plans identify by visual inspection for an active school. Yours will need to be more in depth.

B. Johnson: When you submit bills for reimbursement. This list brings you to the max. We understand these are estimates.

Scott: The alarm system works.

A. Cooney: They school was closed in 2009. There are 13 locations in the building that need to be addressed. Ceiling is plaster and tiles, pipe insulation in the nurse office. This is a good place to start.

Scott: The last page shows our initial thoughts for 2015 funding.

Allyson: We have received 100% of the grants we applied for. We have \$60,065.76 cash on hand.

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P. Myers: Does the \$366,000 include our \$213,000? - Yes.

Allyson: There are several foundations that need to be ADA safety. We'll be going for those in the next couple of months.

Scott: The project is attractive to foundations because of the cultural aspect.

Jerry: We just hired a bookkeeper. We are using Potter of Bourne for accounting.

Scott: The elevator, climate control systems and the roof are important priorities.

A. Cooney: The plan is inside only. May not cover maintenance areas and the roof.

Jerry: The initial school is 5' below grade then goes to the upstairs classroom level. In 1948 the assembly hall was constructed. The compromise is to rebuild the link. Auditorium: install wheelchair lift /ramping down at the main entrance; installing a new main entrance where there will be an elevator. Eliminate unnecessary staircases. Sunken court, will have dry wells. Everything pitches away from there so it's just rainfall. WE can install automatic sump pump if it gets out of hand.

Scott: Bob Gendron, contractor, is on board to help.

B. Johnson: There is money in the budget for someone to represent the Town's interests. The P&S needs to be dated.

Scott: It says the closing will happen within 14 days of historic being approved or that date. Would be helpful for January deadlines for grants.

B. Johnson: Let town counsel do the draft. The final document will come from Bob Troy to you before giving to MA Historical.

Timeline:

Scott: We had originally sent a 5-year projected plan.

Allyson: Once FY2016 is approved by you then Town Meeting, does it need to be a majority vote or 2/3?

B. Johnson: I'll need to talk to Bob Parady about that.

P. Myers: Asbestos is a big deal and lots of potential money throughout on unexpected things. Where will the funds come from for that?

Allyson: FY2016 requests are not set in stone but for example the \$30,000 may go for asbestos.

Scott: If we take too long to do the project we'll lose community support. We want to do this and are going for other big grants.

B. Johnson: Have a good handle on things. This asbestos review needs to be done. Can we fund this survey? What are you looking at beyond FY16?

Scott: I don't have it with me but it hasn't changed. Will forward to us.

B. Johnson: In 2020, CPA funds end unless re-voted. WE have minimums for each category. I think the committee understands where you're gone with architectural.

A. Cooney: The report doesn't have to be the whole building. Can be focused then phased in. A sample analysis will be the expense.

Scott: We appreciate this conversation.

B. Johnson: We want to know what CPC funds you'll need for the next 5 years.

Minutes of 12/1/14: G. Sala made a Motion to approve and encumber. The Motion was seconded by P. Myers. Roll call vote as follows:

A. Cooney – yes	P. Myers – yes	P. Holmes – yes
F. Bartholomew – yes	R. Anderson – yes	B. Johnson – yes
G. Sala – yes	N. Langille - yes	

B. Johnson: They will be billed, we will reimburse them. We won't process a bill until we have all the signatures. It's our regular billing process.

A. Cooney made a Motion to adjourn. The Motion was seconded by R. Anderson with all in favor.

With no further business before the Committee, the meeting was adjourned at 8:20pm

Respectfully submitted,
Ann Gratis

DRAFT

**Community Preservation Committee
Meeting Minutes
December 15, 2014**

APPROVED

3/9/15

PRESENT: Barry Johnson, Peter Holmes, Penny Myers, George Sala, Andrew Cooney, Neil Langille, Fred Bartholomew

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TOWN CLERK'S OFFICE
BOURNE, MASS

EXCUSED: Daniel Doucette, Richard Anderson

ALSO PRESENT: Scott Fitzmaurice, Jerry Ingersoll, Allyson

Recording Clerk, Ann Gratis

The meeting was called to order at 6:43pm.

P. Holmes made a Motion to go into Executive session to discuss the Hoxie project and business plan and to re-open in public session. The Motion was seconded by P. Myers. Roll call vote as follows:

A. Cooney – yes	G. Sala – yes	N. Langille - yes
P. Myers – yes	F. Bartholomew – yes	
P. Holmes – yes	B. Johnson - yes	

Public Session re-opened at 8:20pm

B. Johnson: STM is set for 1/21/15. The percentages where the money is allotted can be changed. 70 open space, 10, 10, 10 is what's current.

G. Sala: Can we use the money for the Continental Apartments themselves? Sprinkling of the building we can do to protect the units. A generator, no.

Hold on the 12/1/14 minutes as they aren't on the agenda. Might need a second public hearing if anyone wants to talk to us with the needs of the community (setting priorities).

B. Johnson passed out the numbers from Linda Marzelli. We may be able to do some debt service on some of the larger projects. 3% surcharge on real estate bills on every property in Barnstable county.

P. Holmes made a Motion to adjourn. The Motion was seconded by P. Myers with all in favor.

With no further business before the Committee, the meeting was adjourned at 8:35pm.

Respectfully submitted,
Ann T. Gratis, secretary

TOWN OF BOURNE

Board, Committee, or Commission: BOURNE COUNCIL ON AGING 2014 JAN 14 AM 9 14

Schedule of Regular Meetings

TOWN CLERK'S OFFICE

BOURNE, MASS

<u>Date</u>	<u>Time</u>	<u>Place</u>
January 16, 2014	1:00 P.M.	Bourne Veterans Memorial Community Center/ Senior Center

Mission: The Bourne COA is established to plan, develop, implement and provide programs and services that enhance the quality of life for residents of Bourne who have reached their 60th year of age and to advocate for programs and services that support seniors. Further, the COA will promote the well-being of Bourne residents of any age, by acting as the Human Services Agency for the Town of Bourne.

Town of Bourne By-Laws: (full text Chapter 2, Article 2.5)

Duties of the Council on Aging shall be to:

1. Identify the total needs of the community's elderly population.
2. Educate the community and enlist support participation of all citizens concerning these needs.
3. Design, promote and implement services to fill these needs and coordinate present existing services in the community.
4. Promote and support programs designed to assist the elderly in the community.

Agenda Items

1. Minutes- Cheryl Gomes
2. Highlights of written reports to be incorporated into the Minutes
 - a. Outreach – Lois Carr
 - b. BTY Supportive Day Report- Debora Oliviere-Llanes
 - c. Director's Report- Felicita Monteiro
3. Volunteer Recognition Date
4. Emerging Issues to be put on next month's Agenda
5. Public Input

Notice of Cancellation of Meeting (Specify meeting being cancelled.)

Signed: Estelle Blake

Estelle Blake

Title: Chair, Bourne Council on Aging

Date: January 14, 2014

cc: Town Clerk

2014 MAR 10 PM 3 41

TOWN CLERK'S OFFICE
BOURNE, MASS

**TOWN OF BOURNE
BOURNE VETERANS MEMORIAL COMMUNITY/SENIOR CENTER
COUNCIL ON AGING BOARD OF DIRECTORS
MINUTES OF JANUARY 16, 2014**

MEMBERS PRESENT: Estelle Blake, Kathleen Donovan, Mary Fuller, Valerie Gudas, Monica Layton, Linda Masson, Marge McClung, Donald Morrissey, Better Songer, Lorraine Young.

MEMBERS EXCUSED: Dorothy Wilcox.

OTHERS PRESENT: Felice Monteiro, Lois Carr, Debora Oliviere-Llanes, Carol MacDonald, Patricia Morley, Linda Silveira, Marian Carpentino, Ann Marie, Riley.

MINUTES: Upon a motion duly made by Bette Songer and seconded by Monica Layton approved the noon time minutes of December 19, 2013 as written.

Upon a motion duly made by Valerie Gudas and seconded by Lorraine Young approved the minutes of the regular meeting of December 19, 2013 as written.

OUTREACH - Highlights (Lois Carr)

- **Holiday concert with Al Russo and Richard Hopwood provided by a Grant.**
- **See attached report.**

BRIDGING THE YEARS - Highlights (Debora Oliviere-Llanes)

- **Three holidays in the month of December attributed to low attendance.**
- **Three new clients started**
- **Two holiday concert with Al Russo and Company also, the Surftones**
- **Request for supplies to fill Supportive Day Emergency Kit Project see attached list.**
- **See attached report.**

DIRECTOR'S REPORT-Highlights (Felice Monteiro)

- **MY SENIOR CENTER statistical program has been set up and Training took place took place on January 8th.**
- **Many thanks to the Friends for their willingness to purchase the Digital Signage for the COA programs and activities.**

- **See attached report.**

Upon a motion duly made by Mary Fuller and seconded by Bette Songer to adjourn the meeting at 1:16.

Respectfully submitted,

**Cheryl J. Gomes
Administrative Secretary**

To: COA Board Members
From: Lois Carr, Outreach Coordinator

January 2014 Report

Outreach- I attended the January Cape Outreach Coordinators meeting. The guest speaker was Donald Brown, Director of the Hyannis office of the MA Dept. of Transitional Assistance. He gave us a few updates about the SNAP program. We continue to receive many referrals and requests for outreach services such as home visits and assistance with applications, as well providing information.

Elders At Risk – I continue to work with the VNA, Elder Services and other agencies on a few at risk cases. I continue to be an active member of the Cape Consortium for At Risk Older Adults, of which there will be some changes in the future.

Grandparents as Parents- Both the evening and day support groups met in January. Carol Soldevilla, LICSW, and an independent mental health clinician met with grandparents and led a discussion on grandparent's feelings about their care giving role. Felice and I met with Patricia Hart from Elder Services for a monitoring review of the Title III grant.

Intergenerational- The St. Margaret's Cooking with Love program students made and delivered delicious meals for two homebound elders. This is a wonderful program for both the students and seniors.

Knox Boxes- One was returned and one installed this past month and there is currently no waiting list.

Human Services- the Human Services Committee reviewed funding requests for FY15 from various agencies and submitted their recommendations to the town administrator. The "Bridge to Human Services" resource guide is still available for anyone who would like a copy.

Fuel Assistance- In December we completed 15 new fuel applications; 9 seniors and 6 non seniors. The Salvation Army Good Neighbor Energy Fund will start to take applications in February for those over income for fuel assistance.

Other- I attended a Food Pantry Oversight Committee meeting, My Senior Center Training.

Respectfully submitted

Lois Carr

To: Bourne COA Board Members

From: Kari Leighton, Outreach Worker

January 2014 Report

Outreach- I have continued to be busy with home and office visits. I have had a lot of people in need of services or financial assistance. There are a lot of people really struggling right now and not enough agencies to help. There have been many calls and drop-ins looking for assistance or help filling out applications for different agencies. I have already had several calls from people who are out of oil.

Volunteer Coordinator- We have had two new volunteers come in and fill out paperwork. We had one begin volunteering as a driver and one who will begin training to be a friendly visitor to homebound seniors.

Knox Box- This month I did not do any Knox Boxes.

Elders at Risk- I continue to work closely with several community resources to support the at risk clients I work with.

Fuel Assistance- During the month of January, I did 5 Fuel Assistance applications. There were also several re-certifications and emergencies. We are getting a lot of phone calls right now from people wondering why their fuel assistance has not been processed yet. Unfortunately, fuel assistance is running really behind right now given the need.

Other- I was able to attend the Outreach meeting this month and we also had My Senior Center training. We are slowly getting used to this new system.

Respectfully submitted,

Kari Leighton
Outreach Worker



Date: February 10, 2014
To: Bourne Council on Aging Board of Directors
From: Debora Oliviere-Llanes, Program Director
Re: Bridging the Years Monthly Report

Attendance for the Month of: January 2014

Total Clients that participated in the program	19	
Participants returning from the previous month	18	
New Participants	0	
Participants returning from extended leave	0	
Participants on medical/extended leave	0	
Participants who were discharged	0	
Participants who were trials (no charge)	1	

There were **19** Service Days with a total attendance of **125** service days charged and **1** trial day(s).

Scheduled attendance was as follows:

- 5 days per week attendees: 0
- 4 days per week attendees: 1
- 3 days per week attendees: 9
- 2 days per week attendees: 4
- 1 day per week attendees: 4

Two holidays and two snow day in the month of January attributed to low attendance.

Three inquiries were made to the program in the month of January.

One Trial Day

Meetings/Events:

- 1/2 Sent clients home early due to snow storm
- 1/3 Program cancelled due to snow
- 1/7 Red Cross Emergency Disaster Preparedness Presentation
- 1/14 Volunteer Appreciation Meeting
- 1/16 BOD Meeting
- 1/21 Attended the MCOA Supportive Day meeting at the Swansea Council on Aging
- 1/22 Program cancelled due to snow
- 1/28 Trial Day with new client
- 1/29 Attended the Chamber of Commerce breakfast meeting.

Special thank you to all that donated supplies to our Emergency Kit Project. Triad donated the tote bags, The Friends of the Bourne COA donated Travel kits and wash cloths, Lois Carr bandages, toothpaste and wipes, The Smile program donated tooth brushes and floss, Tufts Healthcare sent us hand sanitizers, pill boxes, magnifiers, pens and paper. Joyce Lindberg donated the deodorants, Dot Wilcox a case of waters, Sandy Novak donated body wash, and Janis Guiney donated the flashlights and batteries. The clients put these kits together and brought them home. So thank you again for supporting this very worthwhile project.

Respectively Submitted,
Debora Oliviere-Llanes

**TOWN OF BOURNE
COUNCIL ON AGING**

TO: COA Advisory Board
FROM: Felice Monteiro, Director
DATE: February 11, 2014

JANUARY 2014 REPORT

HOT SPOTS

- None

MEETINGS/CONFERENCES ATTENDED

- COA Adv. Brd. Mtg.
- ESCC&I
- My Senior Center
- Network Activities group
- Human Services
- Dept. Head Mtg.
- Tax Work off Interviews (3 for school dept.)
- BOS mtg.
- Chamber Breakfast
- COAST Annual mtg.

ACCOMPLISHMENTS

My Senior Center has been well received by the patrons of the Center, the seniors don't seem intimidated by the new software and have been willing to participate with the signage.

Elder Services of Cape Cod and the Islands conducted a monitoring visit of our Title III grant with their agency which supports the Grandparent Support Program and I am pleased to report that we received a letter from the program Director that we were in compliance with the requirements of the Area Agency on Aging and fulfilling the terms of the approved grant application and contract.

I'd like to thank Lois Carr for her leadership in the above program, she has done a fantastic job.

OTHER NEWS-

Please see attached email from Marty Feldman with regard to the Carousel Player. The demonstration should be available within a month or so.

I have an invoice they have sent to me that I will hold on to until we see the demonstration on how this will work.

TOWN OF BOURNE

Board, Committee, or Commission: BOURNE COUNCIL ON AGING ^{2014 FEB 18} AM 11 09

Schedule of Regular Meetings

TOWN CLERK'S OFFICE
BOURNE, MASS

<u>Date</u>	<u>Time</u>	<u>Place</u>
February 20, 2014	1:00 P.M.	Bourne Veterans Memorial Community Center/ Senior Center

Mission: The Bourne COA is established to plan, develop, implement and provide programs and services that enhance the quality of life for residents of Bourne who have reached their 60th year of age and to advocate for programs and services that support seniors. Further, the COA will promote the well-being of Bourne residents of any age, by acting as the Human Services Agency for the Town of Bourne.

Town of Bourne By-Laws: (full text Chapter 2, Article 2.5)

Duties of the Council on Aging shall be to:

1. Identify the total needs of the community's elderly population.
2. Educate the community and enlist support participation of all citizens concerning these needs.
3. Design, promote and implement services to fill these needs and coordinate present existing services in the community.
4. Promote and support programs designed to assist the elderly in the community.

Agenda Items

1. Minutes- Cheryl Gomes
2. Highlights of written reports to be incorporated into the Minutes
 - a. Outreach – Lois Carr
 - b. BTY Supportive Day Report- Debora Oliviere-Llanes
 - c. Director's Report- Felicita Monteiro
3. Volunteer Recognition Update
4. Emerging Issues to be put on next month's Agenda
5. Public Input

Notice of Cancellation of Meeting (Specify meeting being cancelled.)

Signed: Estelle Blake
cf

Estelle Blake

Title: Chair, Bourne Council on Aging

cc: Town Clerk

Date: February 18, 2014

**TOWN OF BOURNE
BOURNE VETERANS MEMORIAL COMMUNITY/SENIOR CENTER
COUNCIL ON AGING BOARD OF DIRECTORS
MINUTES OF FEBRUARY 20, 2014**

MEMBERS PRESENT: Estelle Blake, Kathleen Donovan, Mary Fuller, Valerie Gudas, Dorothy Wilcox, Linda Masson, Marge McClung, Donald Morrissey, Bette Songer, Lorraine Young.

MEMBERS EXCUSED: Monica Layton

OTHERS PRESENT: Barbara McMakin, Lois Carr, Debora Oliviere-Llanes, Linda Silveira, Karol Musche, Pat Morley, Richard Menkello, Carol MacDonald, H. Arnold Carr, Karen Ross, Lisa Laine, Marian Carpentino.

MINUTES: Upon a motion duly made and seconded the minutes of February 16, was approved as written.

OUTREACH-Highlights (Lois Carr)

- **Intergenerational-The seniors and 5th graders will be meeting on April 10th from 8:30 to 10 a. m. at the Middle School with a follow-up meeting in May of 2014. The sign-up will be soon.**

Lois said Marjorie McClung has attendee these meetings and described how seniors and 5th graders connected, she encouraged others to sign-up.

- **See attached report**

BRIDGING THE YEARS – Highlights (Debora Oliviere-Llanes)

- **Update on Volunteer Recognition Day is schedules for May 16, 2014 from 9-11 a.m. Discussed gift ideas of which pens and paper and flowers were suggested. A letter will be sent to the Senior Residence regarding the continental breakfast. The Director and Volunteer Coordinator will pick the outstanding volunteer.**
- **Special thank you to all that donated supplies to our Emergency Kit Project.**
- **See attached report**

2014
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TOWN CLERK'S OFFICE
BOURNE, MASS

DIRECTOR'S REPORT-Highlights (Felice Monteiro)

- See attached report.

Upon a motion duly made by Mary Fuller and seconded by Bette Songer the meeting adjourned at 1:30 p. m.

Respectfully submitted,

Marge McClung
COA Board of Directors
Secretary

MM:c

To: COA Board Members
From: Lois Carr, Outreach Coordinator

2014 MAR 24 PM 3 53
TOWN CLERK'S OFFICE
BOURNE, MASS

February 2014 Report

Outreach- We continues to receive many referrals and requests for outreach services such as home visits and assistance with applications, as well providing information.

Elders At Risk – I continue to work with the VNA, Elder Services and other agencies on a few at risk cases. As an active member of the Cape Consortium for At Risk Older Adults, I have been helping to co-ordinate a workshop on Senior Social Bullying to be held in June at Cape Cod Community College.

Grandparents as Parents- I attended a Grandparents Raising Grandchildren Statewide Resource Network Meeting in Worcester. Participants discussed various issues and concerns as well as elements of their support groups. Upcoming Bourne programs include workshops on Abandonment and Attorney Nicole Norkevicius of Mass Bay Law Associates.

Intergenerational- The Intergenerational Memory Share Program with Bourne Middle School fifth graders will be held on Thursday April 10, from 9-10 am at the Middle School. Seniors are still needed to participate. Please let me know if you would like to participate in this wonderful program.

Knox Boxes- One was returned and one was installed this past month and there is currently a short waiting list.

Human Services- The Human Services Committee continues to meet on a regular basis. The "Bridge to Human Services" resource guide is still available for anyone who would like a copy.

Fuel Assistance- In February we completed 11 new fuel applications; 4 seniors and 7 non seniors. I also did two Salvation Army Good Neighbor Energy Fund applications in February.

Respectfully submitted,

Lois Carr

To: Bourne COA Board Members

From: Kari Leighton, Outreach Worker

February 2014 Report

2014 MAR 24 PM 3 54
TOWN CLERK'S OFFICE
BOURNE, MASS

Outreach- I have continued to be busy with home and office visits. I have had a lot of people in need of services or financial assistance. There are a lot of people really struggling right now and not enough agencies to help. There have been many calls and drop-ins looking for assistance or help filling out applications for different agencies. I have already had several calls from people who are out of oil.

Volunteer Coordinator- We put something in the newsletter that we were in need of volunteers and the response has been wonderful. I have met with over 7 potential volunteers and processed all of them. We have three new volunteer drivers, two café volunteers and two in the office.

Knox Box- This month I did not do any Knox Boxes.

Elders at Risk- I continue to work closely with several community resources to support the at risk clients I work with.

Fuel Assistance- During the month of January, I did 6 Fuel Assistance applications. There were also several emergencies. We are getting a lot of phone calls right now from people wondering why their fuel assistance has not been processed yet. Unfortunately, fuel assistance is running really behind right now given the need.

Other- I was able to attend the Outreach meeting this month which had great presentations from Affordable Home Services and Smooth Moving for Seniors.

Respectfully submitted,

Kari Leighton
Outreach Worker

TOWN OF BOURNE

Board, Committee, or Commission: BOURNE COUNCIL ON AGING MAR 17 PM 2 58

Schedule of Regular Meetings

TOWN CLERK'S OFFICE
BOURNE, MASS

<u>Date</u>	<u>Time</u>	<u>Place</u>
March 20, 2014	1:00 P.M.	Bourne Veterans Memorial Community Center/ Senior Center

Mission: The Bourne COA is established to plan, develop, implement and provide programs and services that enhance the quality of life for residents of Bourne who have reached their 60th year of age and to advocate for programs and services that support seniors. Further, the COA will promote the well-being of Bourne residents of any age, by acting as the Human Services Agency for the Town of Bourne.

Town of Bourne By-Laws: (full text Chapter 2, Article 2.5)

Duties of the Council on Aging shall be to:

1. Identify the total needs of the community's elderly population.
2. Educate the community and enlist support participation of all citizens concerning these needs.
3. Design, promote and implement services to fill these needs and coordinate present existing services in the community.
4. Promote and support programs designed to assist the elderly in the community.

Agenda Items

1. Minutes- Cheryl Gomes
2. Highlights of written reports to be incorporated into the Minutes
 - a. Outreach – Lois Carr
 - b. BTY Supportive Day Report- Debora Oliviere-Llanes
 - c. Director's Report- Felicita Monteiro
3. Emerging Issues to be put on next month's Agenda
4. Public Input

Notice of Cancellation of Meeting (Specify meeting being cancelled.)

Signed: Estelle Blake
cf

Estelle Blake
Title: Chair, Bourne Council on Aging

cc: Town Clerk

Date: March 17, 2014

**TOWN OF BOURNE
BOURNE VETERANS MEMORIAL COMMUNITY/SENIOR CENTER
COUNCIL ON AGING BOARD OF DIRECTORS
MINUTES OF MARCH 20, 2014**

MEMBERS PRESENT: Estelle Blake, Kathleen Donovan, Mary Fuller, Monica Layton, Marge McClung, Dorothy Wilcox, Lorraine Young.

MEMBERS EXCUSED: Valerie Gudas, Linda Masson, Don Morrissey, and Bette Songer.

OTHER PRESENT: Lois Carr, Felice Monteiro, Debora Oliviere-Llanes, Marion Carpentino, H. Arnold Carr, Carol MacDonald, Patricia Morley, Ann Marie Riley, Linda Silveira, Karol Musche, Barbara McMakin.

MINUTES: Upon a motion duly made by Marge McClung and seconded by Monica Layton the minutes of February 20, 2014 were accepted as written.

OUTREACH - Highlights (Lois Carr)

- The Intergenerational Memory Share Program with Bourne Middle School fifth graders will be on April 10th from 9-10 a. m. at the Middle School. Seniors are still needed to participate, if anyone is interested please let me know.
- See attached report

BRIDGING THE YEARS - Highlights (Debora Oliviere-Llanes)

- The Mature Worker program has increase Joanne Connolly's hours to 28 per week until June 30th.
- Do to two snow storms and one holiday attendance records were low in the month of February.
- See attached report

DIRECTOR'S REPORT - Highlights (Felice Monteiro)

- Update on the Carousel System that is being purchased for COA
- COA budget
- See attached report

2014 APR 18 AM 11:47
TOWN CLERK'S OFFICE
BOURNE, MASS

Estelle Blake Chairperson informed those in attendance that next month's agenda will include Nominating Committee for new officers.

Upon a motion duly made by Mary Fuller and seconded by Lorraine Young to adjourn the meeting at 1:25 p. m.

Respectfully submitted,

**Cheryl J. Gomes
Administrative Assistant**



Date: March 17, 2014
To: Bourne Council on Aging Board of Directors
From: Debora Oliviere-Llanes, Program Director
Re: Bridging the Years Monthly Report

2014 MAR 24 PM 3 54
TOWN CLERK'S OFFICE
BOURNE, MASS

Attendance for the Month of: February 2014

Total Clients that participated in the program	19	
Participants returning from the previous month	18	
New Participants	1	
Participants returning from extended leave	0	
Participants on medical/extended leave	2	
Participants who were discharged	0	
Participants who were trials (no charge)	1	

There were 17 Service Days with a total attendance of 127 service days charged and 1 trial day(s).

Scheduled attendance was as follows:

- 5 days per week attendees: 0
- 4 days per week attendees: 1
- 3 days per week attendees: 9
- 2 days per week attendees: 4
- 1 day per week attendees: 4

*One holiday and two snow days in the month of February attributed to low attendance.
One Trial Day*

Meetings/Events:

- 2/5 Closed for Snow
- 2/6 Attended Elder Services of CC & I – Mature Worker program meeting in Dennis.
- 2/13 Closed for Snow
- 2/19 Trial Day for Mary Deane
- 2/20 BOD Meeting
- 2/20 Attended the Capital Outlay Meeting because the request for new floors in the Day Program was discussed due to the damage done by the flood last year.
- 2/25 Upper Cape Cod HS Cosmetology Students came in and performed Salon Service on the clients

Joanne Connolly's hours were increased to 28 per week until June 30th. This will help tremendously during March as I currently have 6 volunteers who are out due to travel plans or illness.

Respectively Submitted,

Debora Oliviere-Llanes
Program Director

**TOWN OF BOURNE
COUNCIL ON AGING**

2014 MAR 24 PM 3 53
TOWN CLERK'S OFFICE
BOURNE, MASS

TO: COA Advisory Board
FROM: Felice Monteiro, Director
DATE: March 17, 2014

FEBRUARY 2014 REPORT

HOT SPOTS

- Budget- The COA has been asked to trim \$16,000 from our Budget, we need every cent We have, this will be a detriment to the dept. COA will meet with the Finance Committee on 3/17/14.

MEETINGS/CONFERENCES ATTENDED

- ESCC&I
- Human Services
- MCOA

ACCOMPLISHMENTS

February Activity/Program...we served 1239 elders.

- Great outcome on the Flood Maps meeting with Congressman Keating; approximately 70 people were in attendance. Staff did an excellent job preparing and setting up.
- Dementia 101 sponsored by Hope Dementia/Alzheimer's Services was also well attended, I heard from seniors that they would like to see more of these programs often.
- Lorraine Young brought two suggested programs for the COA. There is someone makes jewelry, although not wire wrap, she will let me know. Will keep you posted.

OTHER NEWS-

Although this occurred this month, I'd like to report on the Presentation made by Joseph from Tightrope for the Carousel system we will be purchasing. The presentation went well. I spoke to Joseph a few days ago as I was concerned with the additional IP address he was talking about during the presentation I wanted to be clear on how this all works. He explained the simplicity of the connection and that our IT person is not needed for this connection; "dynamic" = which is standard, play to network and "static"= specific address for that device. He thinks we can connect without a problem and if the network goes down our system won't be affected. There may be an IP address that's available and no one is using that we can take. That being said, I believe we can get the carousel sooner than later. I'm waiting on the Quote.



To : Councils on Aging
From : Host Sites -- Council on Aging
Re : COA Board Training Scheduled

Please know that Elder Affairs will conduct regional board trainings this spring and you are cordially invited to attend.

These informative programs cover a variety of subjects including the roles and responsibilities of board members, staff and volunteers, COA services and activities, and an overview of the MA aging network. Board members, COA directors and "Friends of the COA" are welcome; audience participation is strongly encouraged. Please know that space is limited.

The programs are 2½ hours (plus a short break). Registration will start up to a **half hour before** the time indicated below. Training will be conducted by Mr. Emmett Schmarsow, program manager for Councils on Aging and senior centers at Elder Affairs for many years.

Light refreshments will be served. We look forward to seeing you soon!

April 24th (9:15a)
Susan Schwager

Marion

550 Mill St. (Rte 6)*
508-748-3570

(*police station training room)

May 16th (1:00p)
Donna-Marie Burns
(for Madeline Noonan)

Barnstable

825 Falmouth Rd.
508-862-4753

→ *If you are interested in hosting a board training (with a minimum of four COAs to attend), please call Emmett Schmarsow at 1-800-698-9723.*

Thank you.



Bourne Council on Aging
BOURNE VETERANS MEMORIAL COMMUNITY CENTER
239 Main Street, Buzzards Bay, Massachusetts 02532

Telephones: 508-759-0653
508-759-0654
Fax: 508-759-0655

TO: FRIENDS OF BOURNE COA
FROM: LOIS CARR, OUTREACH
RE: PROPOSAL FOR PURCHASE OF ADDITIONAL KNOX BOXES

4 KNOX BOXES @ \$170 EACH= \$680

SHIPPING..... \$40

TOTAL..... \$720

TOWN OF BOURNE

Board, Committee, or Commission: BOURNE COUNCIL ON AGING

2014 APR 14 AM 11 50

TOWN CLERK'S OFFICE
BOURNE, MASS

Schedule of Regular Meetings

<u>Date</u>	<u>Time</u>	<u>Place</u>
April 17, 2014	1:00 P.M.	Bourne Veterans Memorial Community Center/ Senior Center

Mission: The Bourne COA is established to plan, develop, implement and provide programs and services that enhance the quality of life for residents of Bourne who have reached their 60th year of age and to advocate for programs and services that support seniors. Further, the COA will promote the well-being of Bourne residents of any age, by acting as the Human Services Agency for the Town of Bourne.

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4. Promote and support programs designed to assist the elderly in the community.

Agenda Items

1. Minutes- Cheryl Gomes
2. Highlights of written reports to be incorporated into the Minutes
 - a. Outreach – Lois Carr
 - b. BTY Supportive Day Report- Debora Oliviere-Llanes
 - c. Director's Report- Felicita Monteiro
3. Emerging Issues to be put on next month's Agenda
4. Public Input
5. Nominating Committee for new officers

Notice of Cancellation of Meeting (Specify meeting being cancelled.)

Signed: Estelle Blake

Estelle Blake

Title: Chair, Bourne Council on Aging

Date: April 14, 2014

cc: Town Clerk

AMENDMENT

TOWN OF BOURNE

Board, Committee, or Commission: BOURNE COUNCIL ON AGING 2014 APR 16 AM 11 40

TOWN CLERK'S OFFICE
BOURNE, MASS

Schedule of Regular Meetings

<u>Date</u>	<u>Time</u>	<u>Place</u>
April 17, 2014	1:00 P.M.	Bourne Veterans Memorial Community Center/ Senior Center

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3. Emerging Issues to be put on next month's Agenda
4. Public Input
5. Nominating Committee for new officers
6. COA Budget discussion

Notice of Cancellation of Meeting (Specify meeting being cancelled.)

Signed: Estelle Blake cf

Estelle Blake
Title: Chair, Bourne Council on Aging
Date: April 14, 2014

cc: Town Clerk

TOWN OF BOURNE
BOURNE VETERANS MEMORIAL COMMUNITY/SENIOR CENTER
COUNCIL ON AGING BOARD OF DIRECTORS
MINUTES OF APRIL 17, 2014

APR 22 PM 12 35
TOWN CLERK'S OFFICE
BOURNE, MASS.

MEMBERS PRESENT: Estelle Blake, Kathleen Donovan, Marge McClung, Mary Fuller, Valerie Gudas, Monica Layton, Kathleen Donovan, Dorothy Wilcox, Lorraine Young, Linda Masson.

MEMBERS EXCUSED: Donald Morrissey, Bette Songer.

OTHERS PRESENT: Marian Carpentino, Richard Menkello, Patricia Morley, Karol Musche, Linda Silveira, Karen Ross.

Meeting called to order at 1 p. m.

MINUTES: Upon a motion duly made by Monica Layton and seconded by Mary Fuller the minutes of March 20, 2014 were accepted as written.

OUTREACH: (Highlights)

Marge McClung gave a brief talk on her participation in the Intergenerational Program with Bourne Middle School fifth graders.

BRIDGING THE YEARS - Highlights (Debora Oliviere-Llanes)

- Two events this past month: St. Patrick's Day Luncheon and Entertainment and the Ladies Spring Tea
- Marketing Strategy: Updated and scaled down the Photo Show on the Council on Aging website, also will be utilizing the new Carousel Digital Signage program to promote Bridging the Years.
- See attached report

DIRECTOR'S REPORT - Highlights (Felice Monteiro)

- Update on the Volunteer Recognition Breakfast
- Update on FY'15 budget cuts
- See attached report

NOMINATION COMMITTEE:

Valerie Gudas, Lorraine Young and Mary Fuller will nominate the slate of officers (Chairman of the Board, Vice-Chair and Secretary) for the June meeting.

Upon a motion duly made by Lorraine Young and seconded by Linda Masson to adjourn the meeting at 1:30 p. m.

Respectfully submitted,

**Cheryl Gomes
Administrative Secretary**



Date: April 14, 2014
To: Bourne Council on Aging Board of Directors
From: Debora Oliviere-Llanes, Program Director
Re: Bridging the Years Monthly Report

Attendance for the Month of: March 2014

Total Clients that participated in the program	19	
Participants returning from the previous month	17	
New Participants	0	
Participants returning from extended leave	0	
Participants on medical/extended leave	2	
Participants who were discharged	2	
Participants who were trials (no charge)	0	

There were **20** Service Days with a total attendance of **137** service days charged and **0** trial day(s).

Scheduled attendance was as follows:

- 5 days per week attendees: 0
- 4 days per week attendees: 2
- 3 days per week attendees: 8
- 2 days per week attendees: 3
- 1 day per week attendees: 4

We had ANOTHER snow day in the month of March – for a total of 6 Snow Days this season

Meetings/Events:

3/17 St. Patrick's Day Luncheon and Entertainment
3/18 Ladies Spring Tea
3/20 Board Meeting
3/28 Tour of Royal Megansett Nursing Home
3/31 Volunteer Appreciation Meeting

Marketing Strategy:

- New Facebook page (*so please like us @ **Bridging the Years***)
- Updated and scaled down the Photo Show on the Council on Aging website
- Delivered brochures to various doctors' offices in the area
- I called Dick Anderson and asked him to rerun the informational segment Bourne Cable TV did on the *Bridging the Years*.
- I will also utilize the new Carousel Digital Signage program to promote the program.

Respectively Submitted,

Debora Oliviere-Llanes
Program Director

To: COA Board Members
From: Lois Carr, Outreach Coordinator

March 2014 Report

Outreach- We continue to receive many referrals and requests for outreach services such as home visits and assistance with applications, as well providing information.

Elders At Risk – I continue to work with the VNA, Elder Services and other agencies on a few at risk cases. As an active member of the Cape Consortium for At Risk Older Adults, I have been helping to co-ordinate a workshop on “Is It Social Bullying? Strategies for Assessing and Intervening with Older Adults” to be held in June at Cape Cod Community College. This program is for professionals who work with seniors in all types of senior housing, senior centers, meal sites, etc.

Grandparents as Parents- A workshop on Understanding and Helping Grandchildren Manage Their Feelings with Julie Sacchetti was held in March. There are several new participants who are looking forward to additional workshops that have been scheduled.

Intergenerational- The Intergenerational Memory Share Program with Bourne Middle School fifth graders was held on Thursday April 10, from 9-10 am at the Middle School. Nineteen seniors and forty five students participated. The follow up session will be June 4.

Knox Boxes- We received the four Knox Boxes that the Friends purchased and all have been installed. There is currently no wait list.

Human Services- The Human Services Committee continues to meet on a regular basis. A revised human services budget for FY 2015 was submitted to the Board of Selectmen for consideration.

Fuel Assistance- In March we completed 5 new fuel applications; 1 senior and 4 non seniors. The application period has been extended to May 15. The Salvation Army Good Neighbor Energy Fund is closed after a very short season.

Respectfully submitted,

Lois Carr

To: Bourne COA Board Members

From: Kari Leighton, Outreach Worker

March 2014 Report

Outreach- I have continued to be busy with home and office visits. I have had a lot of people in need of services or financial assistance. This month I attended the Outreach Meeting which each month has had really good speakers and is a good opportunity to network. I also attended the Housing Assistance Corporation Roundtable which gave many agencies the opportunity to let others know what their agencies offer and how different agencies can work together.

Volunteer Coordinator- We put something in the newsletter that we were in need of volunteers and the response has been wonderful. I have met with over 5 potential volunteers and processed all of them. We have had two of these volunteers begin. We have also been working on the Volunteer Recognition and have confirmed Emmett Schmarsow as the Key Note Speaker.


Knox Box- This month I did not do any Knox Boxes.

Elders at Risk- I continue to work closely with several community resources to support the at risk clients I work with.

Fuel Assistance- During the month of January, I did 6 Fuel Assistance applications. There were also several emergencies. We are getting a lot of phone calls right now from people wondering why their fuel assistance has not been processed yet. Unfortunately, fuel assistance is running really behind right now given the need.

Other- I was able to attend the Outreach meeting this month which had great presentations from Affordable Home Services and Smooth Moving for Seniors.

Respectfully submitted,



Kari Leighton
Outreach Worker



**TOWN OF BOURNE
COUNCIL ON AGING**

TO: COA Advisory Board
FROM: Felice Monteiro, Director
DATE: April 15, 2014

MARCH 2014 REPORT

HOT SPOTS

- Budget- Cuts to Human Services

MEETINGS/CONFERENCES ATTENDED

- COA Adv. Brd. Mtg.
- Human Services
- Carousel demonstration
- Finance Committee mtg.
- EYE MED plan
- Volunteer Recognition Mtg.
- Fairhaven, MA LGBT mtg.

ACCOMPLISHMENTS

February Activity/Program...we served 2,238 elders.

- Volunteer Recognition Breakfast is underway
- Senior Residences will again sponsor the breakfast
- The Friends have picked up the tab for the gifts
- Our speakers are in place
- We are waiting for the Carousel to be delivered; Town's electrician will mount the TV, etc.
- *My Senior Center is becoming more and more user friendly, thanks to our data clerk for attending the webinars and incorporating what she's learned.*

OTHER NEWS- Regardless of what you've heard or read the COA Budget remains leveled funded.

The Finance Committee will vote on April 28th @ 7pm on whether to recommend the budget, which will come up for a town meeting vote on May 5th. The Human Services Budget was cut by approximately 50%. The Human Services committee decided to submit a budget reflecting only 27% cut. Selectman Peter Meier came to our meeting and asked what, if anything, he could bring back to the selectmen and this is what we presented to him in a memo sent on March 27th.

TOWN OF BOURNE

Board, Committee, or Commission: **BOURNE COUNCIL ON AGING**

Schedule of Regular Meetings

<u>Date</u>	<u>Time</u>	<u>Place</u>
June 19, 2014	12:30 P.M.	Bourne Veterans Memorial Community Center/ Senior Center

2014 JUN 16 AM 10 05
TOWN CLERK'S OFFICE
BOURNE, MASS

Mission: The Bourne COA is established to plan, develop, implement and provide programs and services that enhance the quality of life for residents of Bourne who have reached their 60th year of age and to advocate for programs and services that support seniors. Further, the COA will promote the well-being of Bourne residents of any age, by acting as the Human Services Agency for the Town of Bourne.

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Agenda Items

1. Minutes- Cheryl Gomes
2. Highlights of written reports to be incorporated into the Minutes
 - a. Outreach – Lois Carr
 - b. BTY Supportive Day Report- Debora Oliviere-Llanes
 - c. Director's Report- Felicita Monteiro
3. Emerging Issues to be put on next month's Agenda
4. Public Input
5. Election of new officers

Notice of Cancellation of Meeting (Specify meeting being cancelled.)

Signed: E. Blake
T.S.

Estelle Blake

Title: Chair, Bourne Council on Aging

Date: June 13, 2014

cc: Town Clerk

**TOWN OF BOURNE
BOURNE VETERANS MEMORIAL COMMUNITY/SENIOR CENTER
COUNCIL ON AGING BOARD OF DIRECTORS**

2014 DEC 1 AM 11 52
MINUTES OF JUNE 19, 2014

MEMBERS PRESENT: Estelle Blake, Marge McClung, Mary Fuller, Bette Songer, Donald Morrissey, Dorothy Wilcox, Lorraine Young, Linda Masson, Monica Layton.

MEMBERS EXCUSED: Kathleen Donovan, Valerie Gudas.

OTHERS PRESENT: Felice Monteiro, Debora Oliviere-Llanes and Lois Carr.

Meeting called to order at 12:30 p. m.

MINUTES: Upon a motion duly made by Bette Songer and seconded by Marge McClung the minutes of April 17, 2014 was unanimously excepted as written.

OUTREACH: Highlights (Lois Carr)

- Small grant from Cape Consortium in the Fall for Transitional work shop for Baby Boomers
- Thank you to those who participated in the intergenerational program
- See attached report

BRIDGING THE YEARS – Highlights (Debora Oliviere-Llanes)

- BTY received an anonymous donation for a Smart TV
- Chuck Hoeft donated picnic tables in memory of his wife Barbara and Joyce Michaud donated the umbrellas. There will be a dedication ceremony honoring Chuck's late wife in June.
- Resignation of Senior Program Aide Joanne Connolly who has transferred to a program closer to her home in Mashpee.
- See attached report

NOMINATION OF OFFICERS

Chair- Lorraine Young
Vice-Chair Bette Songer
Secretary Marge McClung

Upon a motion made by Bette Songer and seconded by Dorothy Wilcox, Lorraine Young was unanimously voted as Chairman of the Board.

Upon a motion made by Monica Layton and seconded by Lorraine Young, Bette Songer was unanimously voted as Vice-Chairman of the Board.

Upon a motion made by Lorraine Young and seconded by Bette Songer, Marge McClung was unanimously vote as Secretary of the Board.

Estelle thanked everyone for their support during her tenure as Chairman and especially Debbie for a wonderful job.

DIRECTOR'S REPORT-Highlights (Felice Monteiro)

- **Intergenerational Magic Show and Ice Cream Social on August 14, 2014.**
- **Diane Bergeron resigned as Tax Work Off Coordinator**
- **Volunteers needed because we are short staffed**
- **See attached Report**

Respectfully submitted,

**Cheryl Gomes
Administrative Secretary**



Date: June 9, 2014
To: Bourne Council on Aging Board of Directors
From: Debora Oliviere-Llanes, Program Director
Re: Bridging the Years Monthly Report

Attendance for the Month of: May 2014

Total Clients that participated in the program	19	
Participants returning from the previous month	17	
New Participants	0	
Participants returning from extended leave	1	
Participants on medical/extended leave	0	
Participants who were discharged	0	
Participants who were trials (no charge)	1	

There were **21** Service Days with a total attendance of **155** service days charged and **1** trial day(s).

Scheduled attendance was as follows:

- 5 days per week attendees: 0
- 4 days per week attendees: 2
- 3 days per week attendees: 6
- 2 days per week attendees: 7
- 1 day per week attendees: 3

1 Inquiry was made to the Program during the month of May

Meetings/Events:

- 5/1 The clients attended a Fire & Safety Presentation
- 5/2 The Clients celebrated Kentucky Derby Day
- 5/5 Cinco d'Mayo Celebration with the clients
- 5/16 I attended the Volunteer Appreciation Celebration
- 5/27 Ladies Spring Tea was attended by the Tuesday group.
- 5/58 Attended Newsletter meeting

The return of two former clients to the program after both had lengthy absences.

Resignation of Senior Program Aide Joanne Connolly. Her last day with us is June 20, 2014. She has been transferred to a program closer to home in Mashpee.

Respectively Submitted,

Debora Oliviere-Llanes
Program Director

**TOWN OF BOURNE
COUNCIL ON AGING**

TO: COA Advisory Board
FROM: Felice Monteiro, Director
DATE: June 17, 2014

MAY 2014 REPORT

HOT SPOTS

- Short-staffed

MEETINGS/CONFERENCES ATTENDED

- COA Adv. Brd. Mtg.
- Human Services
- LEPC Mtg.
- Annual Meeting
- Town Meeting
- Dept. Head Mtg.
- Friends Golf Tournament
- Hanover COA
- Town/COA website mtg.
- Volunteer Recognition mtg.
- Library Mtg.
- UMASS Boston

ACCOMPLISHMENTS

February Activity/Program...we served elders. (program/activities numbers unavailable at the time of this report)

- Janis Guiney and Cheri Gomes both attended a MSC training in E. Bridgewater they found it very informative and were able to share and troubleshoot the programs with other COA's. Janis has been listening to some Webinars for further familiarity of the software program.
- Jewelry making class will start in the Fall
- Trying to contact someone who can teach ceramics class as well;
- Generator for the Community Building will be installed in August.
- Ladies Tea had an incredible attendance, the largest so far (40 sign ups) approx. 38 attended, this time we had entertainment for them and one of the ladies got up and sang along with the musician.
-

OTHER NEWS- On August 14th the COA and REC dept. will sponsor an Intergenerational Ice Cream/Magic Show for families and elders. A small donation will be suggested to cover the cost.

The COA is also partnering with the Bourne High School and Bourne Library on a Community Read at the Senior Center on Tuesday, July 22nd from 10-11am; you will be reading *Still Alice* by Lisa Genova a story of a 50 year old college professor diagnosed with early onset Alzheimer's disease. This book has been recommend as a summer read for Bourne High School Students.

Diane Bergeron, Tax Work-Off Coordinator has resigned due to personal conflicts, we have no one to coordinate this program, I am hoping that we can move some other Tax Work off Clerical staff around to accommodate us; we have also placed an ad in the Newsletter. If you have any friends that you feel can be a good match, please let me know.

**TOWN OF BOURNE
COUNCIL ON AGING**

TO: COA Advisory Board
FROM: Felice Monteiro, Director
DATE: June 17, 2014

APRIL 2014 REPORT

HOT SPOTS

- Short-staffed

MEETINGS/CONFERENCES ATTENDED

- COA Adv. Brd. Mtg.
- Human Services
- LEPC Mtg.
- Middleboro COA-
Comm. Bldg.
- COAST Finance Committee Mtg.

ACCOMPLISHMENTS

February Activity/Program...we served 1,169 elders.

- Working on Volunteer Recognition Breakfast
- 60 Volunteers have signed up
- Purchase a multi-disc changer for the Carousel
- MSC coming along nicely

OTHER NEWS- Visiting Nurse Association putting together the Walking Program approximately 8 people have signed up. Preparations, Proclamations and invites are under way. We are having computer difficulties needing to upgrade some programs and include Wi-Fi somehow in the Supportive Day area.

To: COA Board Members
From: Lois Carr, Outreach Coordinator

May 2014 Report

Outreach- I attended the May Outreach Coordinators meeting. A representative from the Dept. of Mental Health Crisis team updated the group on the various services that they provide. We continue to receive many referrals and requests for outreach services such as home visits and assistance with applications, as well providing information.

Elders At Risk – I continue to work with the VNA, Elder Services and other agencies on a few at risk cases. As an active member of the Cape Consortium for At Risk Older Adults, I helped to co-ordinate a workshop on “Is It Social Bullying? Strategies for Assessing and Intervening with Older Adults” which was held on June 4 at Cape Cod Community College. This excellent program was attended by those who work with seniors in all types of senior housing, senior centers, meal sites, etc.

Grandparents as Parents- On May 13 a program on “The Abandoned Child Syndrome” was held with Julie Sacchetti, Certified Parent Educator. The group continues to grow with new members.

Intergenerational- The students from St. Margaret’s “Cooking with Love” program delivered their last meals to seniors for the school season. They provided delicious meals for fourteen homebound elders.

Knox Boxes- No Knox boxes were installed and none were returned.

Fuel Assistance- In May one new fuel application was completed, for a total of 106 new applications this season, 51 seniors and 55 non seniors.

Human Services- There was no Human Services Committee meeting in May.

Other- I made home deliveries with the Food Pantry drivers and Karen Ross and also attended a Food Pantry Oversight Committee meeting. I accompanied the Wednesday Lunch group to a special outing at the Bay Pointe Club. They all enjoyed the delicious meal and entertainment.

Respectfully submitted,
Lois Carr

To: Bourne COA Board Members

From: Kari Leighton, Outreach Worker

May 2014 Report

Outreach- This month I attended the Outreach Meeting and there was a speaker from the Department of Mental Health Crisis Team to inform us of the various services they offer. I have continued to have many seniors drop in as well as go out to home visits. Unfortunately, we continue to get a lot of calls for people in need of assistance with electric bills and rent or mortgage payments.

Volunteer Coordinator- I met with and processed 2 new volunteers this month. One of these has been placed and started, one has not been placed to date. I also did 24 CORIS for volunteers who needed updated CORIs. The Volunteer recognition was held on May 16th.

Knox Box- This month I did not do any Knox Boxes.

Elders at Risk- I continue to work closely with several community resources to support the at risk clients I work with.

Fuel Assistance- Fuel Assistance ended on May 15th.

Respectfully submitted,



Kari Leighton
Outreach Worker



Date: May 12, 2014
To: Bourne Council on Aging Board of Directors
From: Debora Oliviere-Llanes, Program Director
Re: Bridging the Years Monthly Report

Attendance for the Month of: April 2014

Total Clients that participated in the program	17	
Participants returning from the previous month	15	
New Participants	0	
Participants returning from extended leave	2	
Participants on medical/extended leave	0	
Participants who were discharged	0	
Participants who were trials (no charge)	0	

There were 21 Service Days with a total attendance of 152 service days charged and 0 trial day(s).

Scheduled attendance was as follows:

- 5 days per week attendees: 0
- 4 days per week attendees: 2
- 3 days per week attendees: 9
- 2 days per week attendees: 3
- 1 day per week attendees: 3

Meetings/Events:

4/14 Volunteer Meeting
4/15 Aptuxet Garden Presentation – donation
4/17 BOD Meeting
4/28 Financial Committee meeting

Donations:

- We received a very large cash donation to purchase a new “Smart TV”.
- Chuck Hoefft donated picnic tables to Bridging the Years in memory of his late wife Barbara. Joyce Michaud donated the umbrellas to go with them. These tables have “easy access” and will enable us to conduct outdoor activities in the summer. There will be a dedication ceremony honoring Chuck’s late wife in June.

Respectively Submitted,

Debora Oliviere-Llanes
Program Director

To: COA Board Members
From: Lois Carr, Outreach Coordinator

April 2014 Report

Outreach- I attended the April Outreach Coordinators meeting and State Representative Sarah Peake was the guest speaker. She reminded us that our state reps want to hear about concerns and challenges that may occur with our clients and their applications to various state programs such as Mass Health and Fuel Assistance. We continue to receive many referrals and requests for outreach services such as home visits and assistance with applications, as well providing information.

Elders At Risk – I continue to work with the VNA, Elder Services and other agencies on a few at risk cases. As an active member of the Cape Consortium for At Risk Older Adults, I have been helping to co-ordinate a workshop on “Is It Social Bullying? Strategies for Assessing and Intervening with Older Adults” to be held June 4 at Cape Cod Community College. This program is open for all who work with seniors in all types of senior housing, senior centers, meal sites, etc.

Grandparents as Parents- On April 8, grandparents met with Attorney Nicole Norkevicius of Mass Bay Law Associates, who answered many legal questions that grandparent caregivers had. It was a well attended meeting.

Intergenerational- The Intergenerational Memory Share follow up program with Bourne Middle School fifth graders will be on June 4 from 8:30-10 am at the Middle School. At this time students will present their reports on their seniors.

Knox Boxes- Four Knox boxes were installed and three were returned.

Fuel Assistance- In April we completed 6 new fuel applications; 3 seniors and 3 non seniors. The application period was extended to May 15. We completed a total of 106 new applications this season, 51 seniors and 55 non seniors.

Human Services- Charlie Noyes, the Bourne Emergency Management Coordinator, was the guest speaker at the April meeting.

Other- I attended a Food Pantry Oversight Committee meeting and also Volunteer Appreciation Planning meetings.

Respectfully submitted,
Lois Carr

To: Bourne COA Board Members

From: Kari Leighton, Outreach Worker

April 2014 Report

Outreach- I have continued to be busy with home and office visits. I have had a lot of people in need of services or financial assistance. This month I attended the Outreach Meeting which each month has had really good speakers and is a good opportunity to network. I also arranged and coordinated fire safety and fall prevention with the Bourne Fire Department at Bourne Oaks, Continental and Roland Phinney. I went for a tour of Royal Meganset and met with the Director of Admissions to gather information on what they have to offer and visit with a former client who is now a resident there.

Volunteer Coordinator- I met with and processed 2 new volunteers this month. I met with the 2014 Volunteer of the Year to inform him of his nomination and gather information for a bio. I have also been trying to go through all of our volunteers and update their CORIs.

Knox Box- This month I did one Knox Box.

Elders at Risk- I continue to work closely with several community resources to support the at risk clients I work with.

Fuel Assistance- This month fuel assistance has started to wind down, the date was extended to May 15th and I did 3 applications this month and even had a few re-certifications.

Respectfully submitted,

Kari Leighton
Outreach Worker

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TOWN CLERK'S OFFICE
BOURNE, MASS

TOWN OF BOURNE

Board, Committee, or Commission: **BOURNE COUNCIL ON AGING**

Schedule of Regular Meetings

<u>Date</u>	<u>Time</u>	<u>Place</u>
August 21, 2014	12:30 P.M.	Bourne Veterans Memorial Community Center/ Senior Center

Mission: The Bourne COA is established to plan, develop, implement and provide programs and services that enhance the quality of life for residents of Bourne who have reached their 60th year of age and to advocate for programs and services that support seniors. Further, the COA will promote the well-being of Bourne residents of any age, by acting as the Human Services Agency for the Town of Bourne.

Town of Bourne By-Laws: (full text Chapter 2, Article 2.5)


Duties of the Council on Aging shall be to:

1. Identify the total needs of the community's elderly population.
2. Educate the community and enlist support participation of all citizens concerning these needs.
3. Design, promote and implement services to fill these needs and coordinate present existing services in the community.
4. Promote and support programs designed to assist the elderly in the community.

Agenda Items

1. Minutes- Cheryl Gomes
2. Highlights of written reports to be incorporated into the Minutes
 - a. Outreach – Lois Carr
 - b. BTY Supportive Day Report- Debora Oliviere-Llanes
 - c. Director's Report- Felicita Monteiro
3. Emerging Issues to be put on next month's Agenda
4. Public Input
5. Nominating Committee for new officers

Notice of Cancellation of Meeting (Specify meeting being cancelled.)

Signed: 

Lorraine Young

Title: Chair, Bourne Council on Aging

Date: August 18, 2014

cc: Town Clerk

TOWN OF BOURNE

Board, Committee, or Commission: **BOURNE COUNCIL ON AGING**

Schedule of Regular Meetings

<u>Date</u>	<u>Time</u>	<u>Place</u>
September 18, 2014	1:00 P.M.	Bourne Veterans Memorial Community Center/ Senior Center

Mission: The Bourne COA is established to plan, develop, implement and provide programs and services that enhance the quality of life for residents of Bourne who have reached their 60th year of age and to advocate for programs and services that support seniors. Further, the COA will promote the well-being of Bourne residents of any age, by acting as the Human Services Agency for the Town of Bourne.

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4. Promote and support programs designed to assist the elderly in the community.

Agenda Items

1. Minutes- Cheryl Gomes
2. Highlights of written reports to be incorporated into the Minutes
 - a. Outreach – Lois Carr
 - b. BTY Supportive Day Report- Debora Oliviere-Llanes
 - c. Director's Report- Felicita Monteiro
3. Emerging Issues to be put on next month's Agenda
4. Public Input
5. Nominating Committee for new officers

2014 SEP 16 PM 8 49
 TOWN CLERK'S OFFICE
 BOURNE, MASS

Notice of Special COA Board Meeting September 18, 2014 @ 12 noon

- COA Work Groups
- COA Boards Needs

Signed: _____

Lorraine Young

Title: Chair, Bourne Council on Aging

Date: September 16, 2014

cc: Town Clerk

TOWN OF BOURNE
BOURNE VETERANS MEMORIAL COMMUNITY/SENIOR CENTER
COUNCIL ON AGING BOARD OF DIRECTORS
MINUTES OF SEPTEMBER 18, 2014

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TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting called to order at 12 noon.

MEMBERS PRESENT: Lorraine Young, Estelle Blake, Mary Fuller, Elizabeth Songer, Marjorie McClung, Monica Layton.

MEMBERS EXCUSED: Valerie Gudas, Kathleen Donovan, Linda Masson, Donald Morrissey, Dorothy Wilcox.

MY SENIOR CENTER: The Board was updated on the success of the My Senior Center.

NEW PROGRAMS: Felice explain to the board how new programs are introduced i. e. suggestion box, the VNA and from other COAs. The Chair asked if Felice would run the new programs by the Board.

OTHER BUSINESS: Lorriane requested a list of volunteer to see who is working where. Would like the staff to be introduced to the board at the monthly Board meetings.

Meeting was adjourned at 12.55

Respectfully submitted,

Cheryl J. Gomes
Administrative Assistant

**TOWN OF BOURNE
BOURNE VETERANS MEMORIAL COMMUNITY/SENIOR CENTER
COUNCIL ON AGING BOARD OF DIRECTORS
MINUTES OF SEPTEMBER 18, 2014**

MEMBERS PRESENT: Lorraine Young, Estelle Blake, Elizabeth Songer,
Linda Masson, Donald Morrissey, Marjorie McClung, Dorothy Wilcox,
Monica Layton, Mary Fuller.

2014 DEC 1 AM 11 52
CLERK'S OFFICE
BOURNE, MASS

OTHERS PRESENT: Lois Carr, Debora Oliviere-Llanes, Felicita Monteiro,
H. Arnold Carr, John Ford, Jr., Carol MacDonald, Richard Menkello, Karol
Musche, Linda Silveira, Ann Marie Riley, Chaseley W. Friedrichsen.

MEMBERS EXCUSED: Kathleen Donovan, Valerie Gudas.

Meeting was called to order at 1:05 p. m.

MINUTES: Upon a motion duly made by Bette Songer and seconded by
Donald Morrissey the minutes of August 21, 2014 were unanimously
approved as written.

OUTREACH: Highlights (Lois Carr)

- Working with the VNA, Elder Services and other agencies on a few risk cases.
- Fuel Assistance recertification and training has started.
- Community read "Still Alice"
- See attached report

BRIDGING THE YEARS - Highlights (Debora Oliviere-Llanes)

- Clients attended Intergenerational Magic Show and Ice Cream Social in conjunction with the Recreation Department.
- Clients went on a Field Trip to see the Clydesdales at Buzzards Bay Park.
- See attached report

DIRECTOR'S REPORT - Highlights (Felice Monteiro)

- Staff evaluation are finally completed and submitted to HR
- Town of Bourne web page was presented to the selectmen, they were pleased and we are waiting for final approval from the web designer.
- The community read "Still Alice" was a success and the Liberian would like some suggestion on another book.
- See attached report

**Upon a motion duly made by Estelle Blake and seconded by Mary Fuller
the meeting adjourned at 1:30 p. m.**

Respectfully submitted,

**Cheryl Gomes
Administrative Assistant**

To: COA Board Members
From: Lois Carr, Outreach Coordinator

August 2014 Report

Outreach: We continue to receive many referrals and requests for outreach services such as home visits and assistance with applications, as well as providing information and referral. I have assisted five seniors in completing forms for the Senior Real Estate Tax Exemption.

I attended a workshop on permanent supportive housing sponsored by the Cape & Islands Regional Network to Address Homelessness. Most of the programs available are for veterans or DMH clients.

Elders at Risk: I continue to work with the VNA, Elder Services and other agencies on a few at risk cases. I did receive a REACH referral from the Fire Dept. regarding a senior with home safety and personal care issues. I have been able to work with the family and those issues have improved.

Fuel Assistance: I did eight fuel assistance recertification applications. I will attend a training on September 23 and will receive new applications for the upcoming fuel season.

Grandparents as Parents: Program planning for a fall workshop. Some of the group members attended the magic show with their grandchildren.

Knox Boxes: One Knox box was installed and three were returned.

Intergenerational: Magic Show and Ice Cream Social was enjoyed by Rec. Dept. campers and adults and children from the community. Ice Cream and toppings were provided by Bourne Manor.

Human Services: The Human Services Committee did not meet in August.

Other: Attended Pantry oversight committee meeting.
Employee evaluation

Respectfully submitted,
Lois Carr

To: Bourne COA Board Members

From: Kari Leighton, Outreach Worker

August 2014 Report

Outreach I was able to get Bourne Manor to donate ice cream and toppings for the Intergenerational Magician Show. I have had a lot of drop ins for information and referral.

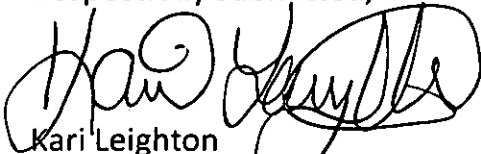
Volunteer Coordinator- I met with and processed three volunteers. One of which was placed in a position and the others have not committed.

Knox Box- This month I did one Knox Box.

Elders at Risk- I continue to work closely with several community resources to support the at risk clients I work with.

Fuel Assistance- Fuel Assistance training is scheduled for September 23rd. We will begin processing applications on October first. We are currently assisting people with their re-certification paperwork.

Respectfully submitted,


Kari Leighton
Outreach Worker



Date: September 9, 2014

To: Bourne Council on Aging Board of Directors

From: Debora Oliviere-Llanes, Program Director

Re: Bridging the Years Monthly Report

Attendance for the Months of August

Total Clients that participated in the program	24
Participants returning from the previous month	23
New Participants	0
Participants returning from extended leave	0
Participants on medical/extended leave	1
Participants who were discharged	5
Participants who were trials (no charge)	1

There were 21 Service Days with a total attendance of 155 service days charged and 1 trial day(s).

Scheduled attendance was as follows:

- 5 days per week attendees: 2
- 4 days per week attendees: 1
- 3 days per week attendees: 5
- 2 days per week attendees: 7
- 1 day per week attendees: 8

3 Inquiries were made to the Program

Meetings/Events:

- 8/5 10th Year Anniversary
- 8/6 Intake Meeting
- 8/6 Staff Meeting
- 8/8 Evaluation Meeting
- 8/11 Trial Day
- 8/14 Intergenerational Magic Show and Ice Cream Social
- 8/22 Staff Harassment Training
- 8/22 Field Trip to see the Clydesdales at Buzzards Bay Park

The new picnic tables have enabled us to enjoy summer months with picnic lunches, outdoor trivia and ice cream parties. We also introduced a new game this month "Noodle Hockey". The clients seemed to really enjoy all of these new activities.

Unfortunately we discharged five clients this month, all due to health issues.

Respectively Submitted,
Debora Oliviere-Llanes
Program Director

**TOWN OF BOURNE
COUNCIL ON AGING**

TO: COA Advisory Board
FROM: Felice Monteiro, Director
DATE: August 20, 2014

JULY REPORT

HOT SPOTS

- Due to medical reasons computer instructor may not be consistent with her trainings

MEETINGS/CONFERENCES ATTENDED

- COA Adv. Brd.
- VNA
- Elder Services CC&I
- Chairperson
- Tax work off coordinators
- Selectmen's mtg. (town's web page)
- Digital signage introduction- Friends plaque
- Harassment Training
- Computer Instructor

ACCOMPLISHMENTS

August Activity/Program...we served 1,945 (includes programs, walk-ins and appointments) and fielded 475 phone calls and 375 information and referrals.

- Staff evaluation are finally completed and submitted to HR – most of this month was dedicated to this task
- Most staff have taken their summer vacations, the office is somewhat back to normal
- Town of Bourne web page was presented to the selectmen – they were pleased and we're waiting for final approval from the web designer
- We had a successful ice cream/magic show with the REC dept. approximately 87 children and adults attended

OTHER NEWS

Met with the VNA and new programs for fall/winter is in place:

- Diabetes Management
- Infectious Disease Control (BTY)
- Falls Prevention (BTY)
- Aromatherapy and Essential Oils
- "My Mother's Garden"- a film on hoarding
-

We are looking into adding Line Dancing and Sunday Meal (seasonal)

Coming in September: on September 12th the COA will host the SE CIRCA (South Coast Regional Association of Councils on Aging) meeting and on October 9th at approximately 11:30am, we will be part of the MCOA Annual Conference Cape Cod Tours; I invite the Advisory Board and Friends to attend and have the opportunity to meet and greet the visitors from various COA's and elder service agencies.

**TOWN OF BOURNE
BOURNE VETERANS MEMORIAL COMMUNITY/SENIOR CENTER
COUNCIL ON AGING BOARD OF DIRECTORS**

MINUTES OF AUGUST 21, 2014
2014 DEC 1 AM 11 52
TOWN CLERK'S OFFICE
BOURNE, MASS

MEMBERS PRESENT: Estelle Blake, Mary Fuller, Valerie Gudas, Monica Layton, Marjorie McClung, Donald Morrissey, Bette Songer, Dorothy Wilcox, Lorraine Young.

MEMBERS EXCUSED: Kay Donovan and Linda Masson.

OTHER PRESENT: H. Arnold Carr, John Ford, Jr., Carol MacDonald, Richard Menkello, Karol Musche, Patricia, Linda Silveira and Chaseley W. Friedrichsen.

Meeting was called to order at 12:30 p. m.

Lorraine Young, Chair of the board requested that all board members to please read the Town policy against discriminatory harassment that was handed out.

Upon a motion duly made by Estelle Blake and seconded by Mary Fuller the minutes of June 19, 2014 were unanimously accepted as written.

OUTREACH: Highlights (Lois Carr)

- Presentation to a Bourne Fire Department shift on the various services and programs that the COA provides. Hopefully, we will be doing the same with the Police Department.
- Attended meeting for the One Book community Read of "Still Alice" books are available at the Library and COA office.
- See attached report.

BRIDGING THE YEARS: Highlights (Debora Oliviere)

- Carousel Digital Signage is up and running and we have positive feedback.
- See attached report.

DIRECTOR'S REPORT: Highlights (Felice Monteiro)

- **Tax work-off facilitator, Diane Bergeron has resigned and Linda Zuern and Jenny Sullivan will take over the task.**
- **Working with IT Department on Wi-Fi connection in the building**
- **Carousel Signage is up and running Thanks to Debora and Jean with help from Dick Anderson**
- **See Attached Report**

OTHER BUSINESS:

- **Hosting CIRA meeting on September 12, 2014**
- **MCOA conference having tours of senior center of which Bourne COA in one.**
- **September is National Senior Center Month we will be having an Open House on September 19, 2014 from 10-noon. We will be needing volunteers.**
- **The Board Chair, Lorraine Young, met with COA Director Felice several times on the expectation of the Board, how donations are handled and meeting prior to the regular COA meetings.**

Upon a motion duly made by Bette Songer and seconded by Valerie Gudas the meeting adjourned at 12:50.

Respectfully submitted,

**Cheryl Gomes
Administrative Assistant**

To: COA Board Members
From: Lois Carr, Outreach Coordinator

June 2014 Report

Outreach: Kari and I did outreach presentations to two Bourne Fire Dept. shifts. There are so many new firefighters and EMTs, that we wanted to introduce ourselves and tell them about the various services and programs that the COA provides, especially those that we do in cooperation with the Fire Dept. We continue to receive many referrals and requests for outreach services such as home visits and assistance with applications, as well providing information.

Elders at Risk: "Is It Social Bullying? Strategies for Assessing and Intervening with Older Adults" was held on June 4 at Cape Cod Community College. This excellent program was attended by those who work with seniors in all types of senior housing, senior centers, meal sites, etc. I continue to work with the VNA, Elder Services and other agencies on a few at risk cases.

Grandparents as Parents: Ideas from grandparent caregivers for future speakers and programs.

Knox Boxes: One Knox boxes was installed and one was returned.

Fuel Assistance: Follow up application paperwork for a non senior.

Human Services: The Human Services Committee met in June. There is vacancy on the committee for a member at large.

Other: Cape Cod Hoarding Task Force meeting
"Boundaries: The Space to do The Job" workshop
Meeting with Elder Services case managers and COA outreach coordinators

Respectfully submitted,
Lois Carr

To: COA Board Members
From: Lois Carr, Outreach Coordinator

July 2014 Report

Outreach: Kari and I did one more outreach presentation to a Bourne Fire Dept. shift. There are so many new firefighters and EMTs, that we wanted to introduce ourselves and tell them about the various services and programs that the COA provides, especially those that we do in cooperation with the Fire Dept. We continue to receive many referrals and requests for outreach services such as home visits and assistance with applications, as well providing information.

Elders at Risk: "I attended the monthly meeting of Cape Consortium of At Risk Older Adults. We all felt that the Senior Bullying program that the group sponsored was a success. Final bills were submitted for the end of the DPH grant funding. I continue to work with the VNA, Elder Services and other agencies on a few at risk cases.

Grandparents as Parents: Program planning for a special summer family event and fall workshop.

Knox Boxes: Three Knox boxes were installed and two were returned.

Intergenerational: Attended meeting for One Book community Read of "Still Alice".

Human Services: The Human Services Committee did not meet in July.

Other: Attended Harassment Training for all employees
Attended the BTY Picnic Tables dedication

Respectfully submitted,
Lois Carr

To: Bourne COA Board Members

From: Kari Leighton, Outreach Worker

June 2014 Report

Outreach- Lois Carr and I met with two different shifts from the fire department to talk to them about exactly what the Council on Aging has to offer and what Outreach can and can not do. We talked about services that are available and how we can work together. I went with the Selectman to Madelene Jackson's home to present her with the Boston Post Cane. I covered the last Memory Share at the Middle School for Lois. Both the seniors and students really enjoyed it. I have had quite a few non-seniors coming in needing emergency food or rental assistance.

Volunteer Coordinator- Cheri Gommers and I met with our office volunteers to go over office procedures and expectations for volunteers. I met with and processed 3 new volunteers this month and have placed 2.

Knox Box- This month I did not do any Knox Boxes.

Elders at Risk- I continue to work closely with several community resources to support the at risk clients I work with.

Fuel Assistance- Fuel Assistance ended on May 15th but we continue to receive inquiries from people who did not get their paperwork in on time and people wanting to know when it will begin again.

Respectfully submitted,

Kari Leighton
Outreach Worker

To: Bourne COA Board Members

From: Kari Leighton, Outreach Worker

July 2014 Report

Outreach- Lois Carr and I met with another shift from the fire department to discuss exactly what the Council on Aging has to offer and what Outreach can and can not do. We talked about services that are available and how we can work together. I have had a lot of drop ins for information and services.

Volunteer Coordinator- I met with and processed two volunteers. One of which was placed in a position and one that has decided to wait until fall.

Knox Box- This month I did not do any Knox Boxes.

Elders at Risk- I continue to work closely with several community resources to support the at risk clients I work with.

Fuel Assistance- Fuel Assistance training is scheduled for September 23rd. We will

Respectfully submitted,

Kari Leighton
Outreach Worker



Date: August 11, 2014
To: Bourne Council on Aging Board of Directors
From: Debora Oliviere-Llanes, Program Director
Re: Bridging the Years Monthly Report

Attendance for the Months of:	JUNE	JULY
Total Clients that participated in the program	22	25
Participants returning from the previous month	17	20
New Participants	1	3
Participants returning from extended leave	3	0
Participants on medical/extended leave	1	0
Participants who were discharged	0	1
Participants who were trials (no charge)	1	3

June: there were 21 Service Days with a total attendance of 153 service days charged and 1 trial day(s).
July: there were 21 Service Days with a total attendance of 168 service days charged and 3 trial day(s).

Scheduled attendance was as follows:

- 5 days per week attendees: 0 1
- 4 days per week attendees: 2 2
- 3 days per week attendees: 6 3
- 2 days per week attendees: 7 8
- 1 day per week attendees: 3 6

10 *Inquiries were made to the Program during the months of June and July*

Meetings/Events:

- 6/3 Gayle Zamaitis – One Book One Community Read – “Still Alice”
- 6/4 Senior Bullying Seminar – Cape Cod Community College
- 6/25 Paul Wild, Elder Services of CC & I – Onsite Visit
- 6/19 Annual Meeting
- 6/23 Intake meeting new client
- 7/8 Intake meeting new client
- 7/10 Carousel Digital Signage instructional meeting
- 7/14 Picnic Table Dedication Ceremony
- 7/15 Harassment Training
- 7/16 Intake Meeting new client
- 7/17 Intake Meeting new client

Carousel Digital Signage is up and running. Jean Hills and I have been working diligently to learn the software to utilize the marketing of this program. There has been positive feedback.

Respectively Submitted,
Debora Oliviere-Llanes
Program Director

**TOWN OF BOURNE
COUNCIL ON AGING**

TO: COA Advisory Board
FROM: Felice Monteiro, Director
DATE: August 20, 2014

JUNE REPORT

HOT SPOTS

- Short-staffed
- The SMILE program will resume in September
- Familiarizing myself with the tax work off program
- Waiting list interviews

MEETINGS/CONFERENCES ATTENDED

- CCCC- Social Bullying
- Human Services
- MCOA Annual Meeting
- Taunton-
- Dept. Head Mtg.
- Gov't Training Day
- COAST

ACCOMPLISHMENTS

June Activity/Program...we served elders 2,009 (includes programs, walk ins and appointments) and fielded 585 phone calls.

- Busy month finalizing FY14 and putting together FY15. Our budget has been level-funded; programs will run the same as they did in the previous year.
- We have added Whist and Jewelry making to the programs for September
- The digital signage (carousel) has been installed and now we await training

OTHER NEWS

Computer Instructor has not been able to conduct classes (due to personal reasons) since May. Hoping to resume again in the fall.

**TOWN OF BOURNE
COUNCIL ON AGING**

TO: COA Advisory Board
FROM: Felice Monteiro, Director
DATE: August 20, 2014

JULY REPORT

HOT SPOTS

- Short-staffed
- Wi-Fi needed in the BTY Dept. makes it difficult to work within the internet (on IT's list to do)

MEETINGS/CONFERENCES ATTENDED

- One Book
- Carousel
- Tax work off interviews
- Canal Cruise with seniors
- Carousel training

ACCOMPLISHMENTS

July Activity/Program...we served 1,945 (includes programs, walk-ins and appointments) and fielded 578 phone calls.

- Interviewed and placed a coordinator for the tax work off program (Linda Zuern) has joined us at the COA. I will be conducting more interviews from the Waiting List.
- Met with Regional SHINE representative, Sheila Curtis. SHINE served 367 elders and disabled in FY14.
- Carousel Training – long day of set up, changes, etc. Debi and Jean have been working together generating product for installation (videos, calendars, photos, events) It looks great.
- Had the pleasure of accompany the seniors on a canal cruise as we celebrated Bourne's Centennial. Saw some of the tall ships, was the perfect sunny day. Great time had by all. The Firehouse Café in Onset donated 26 box lunches to the seniors for this trip.

OTHER NEWS

Employees performance evaluation requested by Town Administrator and conducted by the COA are complete. The COA will be submitting them by the deadline date, August 26th. Ethics Training, August 22nd, 11:30-3:30pm in the Community Building. Town offices closed at noontime on July 29th, due to the potential influx of visitors expected in Bourne for the Fireworks celebration.

Coming in September: on September 12th the COA will host the SE CIRCA (South Coast Regional Association of Councils on Aging) meeting and on October 9th, at approximately 11:30am, we will be part of the MCOA Annual Conference Cape Cod Tours; I invite the Advisory Board and Friends to attend and have the opportunity to meet and greet the visitors from various COA's and elder service agencies.

Chapman, Wendy

From: Gomes, Cheryl
Sent: Tuesday, October 14, 2014 3:00 PM
To: Chapman, Wendy
Cc: lyoung22@aol.com; Monteiro, Felicita; eblake2738@comcast.net; Monteiro, Felicita; bsonger@verizon.net; ldmorrissey@comcast.net; masson4@verizon.net; valereye@mac.com; mcclunma@yahoo.com; dotmwil17@yahoo.com; mlayton126@gmail.com; C.MacDonald; Carr, Lois; Leighton, Kari; OliviereLlanes, Debora
Subject: cancel board meeting of October 16, 2014 and rescheduled for October 23, 2014
Attachments: Agenda of October 23, 2014.doc; Agenda of October 16, 2014.doc

2014 OCT 14 PM 3 06
TOWN CLERK'S OFFICE
BOURNE, MASS.

TOWN OF BOURNE

Board, Committee, or Commission: **BOURNE COUNCIL ON AGING**

Schedule of Regular Meetings

<u>Date</u>	<u>Time</u>	<u>Place</u>
October 16, 2014	1:00 P.M.	Bourne Veterans Memorial Community Center/ Senior Center

Mission: The Bourne COA is established to plan, develop, implement and provide programs and services that enhance the quality of life for residents of Bourne who have reached their 60th year of age and to advocate for programs and services that support seniors. Further, the COA will promote the well-being of Bourne residents of any age, by acting as the Human Services Agency for the Town of Bourne.

Town of Bourne By-Laws: (full text Chapter 2, Article 2.5)

Duties of the Council on Aging shall be to:

1. Identify the total needs of the community's elderly population.
2. Educate the community and enlist support participation of all citizens concerning these needs.
3. Design, promote and implement services to fill these needs and coordinate present existing services in the community.
4. Promote and support programs designed to assist the elderly in the community.

Agenda Items

1. Minutes- Cheryl Gomes
2. Highlights of written reports to be incorporated into the Minutes
 - a. Outreach – Lois Carr
 - b. BTY Supportive Day Report- Debora Oliviere-Llanes
 - c. Director's Report- Felicita Monteiro
3. Emerging Issues to be put on next month's Agenda
4. Public Input
5. Nominating Committee for new officers

2014 OCT 10 PM 12 03
TOWN CLERK'S OFFICE
BOURNE, MASS

Signed:



Lorraine Young

Title: Chair, Bourne Council on Aging

cc: Town Clerk

Date: October 10, 2014

TOWN OF BOURNE

2014 OCT 20 AM 7 39

Board, Committee, or Commission: **BOURNE COUNCIL ON AGING**

TOWN CLERK'S OFFICE
BOURNE, MASS

Schedule of Regular Meetings

<u>Date</u>	<u>Time</u>	<u>Place</u>
October 23, 2014	1:00 P.M.	Bourne Veterans Memorial Community Center/ Senior Center

Mission: The Bourne COA is established to plan, develop, implement and provide programs and services that enhance the quality of life for residents of Bourne who have reached their 60th year of age and to advocate for programs and services that support seniors. Further, the COA will promote the well-being of Bourne residents of any age, by acting as the Human Services Agency for the Town of Bourne.

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4. Promote and support programs designed to assist the elderly in the community.

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1. Minutes- Cheryl Gomes
2. Highlights of written reports to be incorporated into the Minutes
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 - b. BTY Supportive Day Report- Debora Oliviere-Llanes
 - c. Director's Report- Felicita Monteiro
3. Emerging Issues to be put on next month's Agenda
4. Public Input
5. Introduction of Administrative Assistant

Signed: _____

Lorraine Young
Title: Chair, Bourne Council on Aging
Date: October 14, 2014 Amended 10/20/2014

cc: Town Clerk

TOWN OF BOURNE

Board, Committee, or Commission: **BOURNE COUNCIL ON AGING**

Schedule of Regular Meetings

<u>Date</u>	<u>Time</u>	<u>Place</u>
October 23, 2014	1:00 P.M.	Bourne Veterans Memorial Community Center/ Senior Center

2014 OCT 14 PM 3 06
TOWN CLERK'S OFFICE
BOURNE, MASS

Mission: The Bourne COA is established to plan, develop, implement and provide programs and services that enhance the quality of life for residents of Bourne who have reached their 60th year of age and to advocate for programs and services that support seniors. Further, the COA will promote the well-being of Bourne residents of any age, by acting as the Human Services Agency for the Town of Bourne.

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Agenda Items

1. Minutes- Cheryl Gomes
2. Highlights of written reports to be incorporated into the Minutes
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3. Emerging Issues to be put on next month's Agenda
4. Public Input
5. Nominating Committee for new officers

Signed: _____

Lorraine Young

Title: Chair, Bourne Council on Aging

Date: October 14, 2014

cc: Town Clerk

**TOWN OF BOURNE
BOURNE VETERANS MEMORIAL COMMUNITY/SENIOR CENTER
COUNCIL ON AGING BOARD OF DIRECTORS
MINUTES OF OCTOBER 23, 2014**

2014 DEC 1 AM 11 52
TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting was called to order at 1 p. m.

MEMBERS PRESENT: Estelle Blake, Marge McClung, Donald Morrissey, Bette Songer, Lorraine Young, Monica Layton, Linda Masson, Dorothy Wilcox.

EXCUSED MEMBERS: Mary Fuller, Valerie Gudas

OTHERS PRESENT: Debora Oliviere-Llanes, Felice Monteiro, Lois Carr, H. Arnold Carr, C. Friedrichsen, Carol MacDonald, Barbara McMakin, Patricia Morley, Ann Marie Riley, Karen Ross, Nancy Manley.

MINUTES: Upon a motion duly made by Bette Songer and seconded by Estelle Blake the minutes of September 18, 2014 meeting held at noon were unanimously approved as written.

Upon a motion duly made by Bette Songer and seconded by Donald Morrissey the regular meeting of September 18, 2014 minutes were unanimously approved as written.

The Chair acknowledges the loss of our board member Kathleen (Kay) Donovan.

OUTREACH: Highlights (Lois Carr)

- Kari and I attended fuel assistance training on September 23. Recertification of applications and processing new ones.
- The Police Department now has a REACH (Reaching Elders with Additional Community Help) referral form.
- Title II grant (Grandparents as Parents) ended on September 30. We will continue to hold the monthly day support group and a few special programs during the year.
- See attached Report

BRIDGING THE YEARS: Highlights (Debora Oliviere-Llanes)

- Served on a panel at BHS for the One Book-One Community read.
- Met with Kelly Marcimo from Keystone Place Assisted Living.
- See attached Report

DIRECTOR'S REPORT: Highlights (Felice Monteiro)

- Ten members of the Canalside Artist group have been honored by the Commonwealth in their Annual Senior Citizens Art contest out of 156 seniors from across the state.
- We had a successful Open House.
- The Tax work off coordinators is working well together.
- See attached report

OTHER BUSINESS:

Cheryl J. Gomes, Administrative Assistant for the COA gave the COA board a brief synopsis of her duties.

Upon a motion duly made by Bette Songer and seconded by Estelle Blake the meeting adjourned at 1:40 p. m.

Respectfully submitted,

**Cheryl Gomes
Administrative Assistant**

To: COA Board Members
From: Lois Carr, Outreach Coordinator

September 2014 Report

Outreach: Kari and I did the final outreach presentation to Fire Department personnel. We were pleased with the response from the participants as they seemed interested and asked questions. We continue to receive many referrals and requests for outreach services such as home visits and assistance with applications, as well as providing information and referral. I assisted three seniors in completing forms for the Senior Real Estate Tax Exemption.

Elders at Risk: The Police Department now has a REACH (Reaching Elders with Additional Community Help) referral form. A referral will be made to COA Outreach if a police officer during a call feels that a senior could benefit from an outreach assessment and home visit. The Fire Dept. has participated in this program for eight years. I continue to work with the VNA, Elder Services and other agencies on a few at risk cases.

Fuel Assistance: I did eleven fuel assistance recertification applications. I attended the training on September 23 and we started taking new applications on October 6.

Grandparents as Parents: The Title III grant from Elder Services ended on September 30. The last funded program "Words That Work: How to Help Your Grandchild Explain Their Living Situation" was well attended. We will continue to hold the monthly day support group and a few special programs during the year.

Knox Boxes: One Knox box was installed and none were returned. We currently have boxes available.

Human Services: The Human Services Committee met in September and voted the re-allotment of funds for the resource guide to four agencies who did not received funding. The Human Services FY 15 budget had been cut 44% with only six agencies funded and five receiving no funding.

Other: COA Open House
Living in the Moment- One Book One Community Program
Meeting with Keystone Place representative
Planning for Boomer Series
Cape Consortium for At Risk Older Adults

Respectfully submitted,
Lois Carr

To: Bourne COA Board Members

From: Kari Leighton, Outreach Worker

September 2014 Report

Outreach- This month I was able to attend the Housing Assistance Corporation Roundtable which was a great opportunity to network. I also attended the Sherriff's Ranch which is a yearly TRIAD event. I also attended Fuel Assistance training.

Volunteer Coordinator- We held two tax work off meetings. My role is to give out CORIs and ensure they are completed properly and to process them. To date, I have processed 25 of the CORIs. I met with and processed five volunteers. I have placed 2 volunteers in the Café, 1 volunteer in the office, 1 volunteer in BTY and 1 volunteer is facilitating the writers group.

Knox Box- This month I did not do any Knox Boxes.

Elders at Risk- I continue to work closely with several community resources to support the at risk clients I work with.

Fuel Assistance- Fuel Assistance training was held on September 23rd. We have been assisting people with recertification paperwork as they call or come in. We have appointments for new applicants starting Monday and Wednesday afternoons starting on October first.

Respectfully submitted,

Kari Leighton
Outreach Worker



Date: October 1, 2014

To: Bourne Council on Aging Board of Directors

From: Debora Oliviere-Llanes, Program Director

Re: Bridging the Years Monthly Report

Attendance for the Months of September

Total Clients that participated in the program	21
Participants returning from the previous month	16
New Participants	1
Participants returning from extended leave	0
Participants on medical/extended leave	1
Participants who were discharged	1
Participants who were trials (no charge)	3

There were 21 Service Days with a total attendance of 160 service days 3 were trial day(s).

Scheduled attendance was as follows:

- 5 days per week attendees: 2
- 4 days per week attendees: 1
- 3 days per week attendees: 6
- 2 days per week attendees: 7
- 1 day per week attendees: 5

9 Inquiries were made to the Program in the Month of September

Meetings/Events:

9/2/2014 Trial Day
9/9/2014 Intake Meeting
Trial Day
9/11/2014 Served on a panel at BHS for the One Book ~ One Community read. The student's required summer reading this year was the book "Still Alice", a book about a Harvard Professor that is diagnosis with Young onset Alzheimer's. This was an informational session with Suzanne Faith of Hope Dementia, Patti Cox, a Caregiver and BHS Teacher, and myself. We gave an overview of Alzheimer's disease, services and programs in the community, and the perspective of the caregiver. Followed by a question and answer session.
9/15/2014 Intake meeting
Met with Kelly Marcimo from Keystone Place Assisted Living.
9/19/2014 COA/BTY Open House
9/22/2014 Newsletter Meeting
9/23/2014 Attended the MCOA Supportive Day meeting at the Barnstable COA with a tour of our facility Following.
9/24/2014 Trial Day
9/26/2014 COA Staff Meeting

Respectively Submitted,
Debora Oliviere-Llanes
Program Director

**TOWN OF BOURNE
COUNCIL ON AGING**

TO: COA Advisory Board
FROM: Felice Monteiro, Director
DATE: October 10, 2014

SEPTEMBER REPORT

HOT SPOTS

MEETINGS/CONFERENCES ATTENDED

- COA Adv. Brd.
- Elder Services CC&I
- Chairperson
- Tax work off coordinators
- Human Services
- Bourne High School
- CIRCA
- Open House
- Newsletter Mtg.
- Staff Mtg.
- TRIAD Picnic

ACCOMPLISHMENTS

September Activity/Program...we served 2,231 (includes programs, walk-ins and appointments) and fielded 751 phone calls and 481 information and referrals.

- 10 members of the Canal side Artist group have been honored by the Commonwealth in their Annual Senior Citizens Art contest out of 152 seniors from across the state. Two local residents were among those recognized: Alvis Glasheen and Betty Galbraith. The 2014 contest theme was "Celebrate My Town". An affirmation Award will be presented to the winning artist in a ceremony held at the Commonwealth Museum in Boston on October 27th from 11-2pm. All art entries can be viewed on the Secretary of State's website under the State House Tours Division by mid-October. The Artists will be transported to Boston by the COA van.
-
- We now have a Leader for the Writer's group and have received several inquiries for the Assistant Computer Instructor as well; Anne is contacting and qualifying them.
- We had a successful Open House, the board, Friends and staff was very supportive in making "Senior Center Month" a great outcome. Thank you all for your help.
- Tax work off coordinators is working well together.
- The Annual Report to the Selectmen has been submitted.
- The COA programs/activities/services have increased by at least 8%.

OTHER NEWS

On October 9th visitors from area COA's in Massachusetts toured the COA and the Community Building. They were very impressed with the size, bright and cheerfulness of our building. It was great to hear such great comments. Thank you Carol for attending and representing the "Friends".

**TOWN OF BOURNE
COUNCIL ON AGING**

TO: COA Advisory Board
FROM: Felice Monteiro, Director
DATE: November 18, 2014

2015 JAN 7 AM 11 28

TOWN CLERK'S OFFICE
BOURNE, MASS

OCTOBER REPORT

HOT SPOTS

MEETINGS/CONFERENCES ATTENDED

- COA Adv. Brd.
- Elder Services CC&I
- MCOA
- Behavioral Health- H&HS
- MGA (Mass. Gerontology Assoc.) Lasell College
- UMASS Boston/JFK Museum- Canalside Artists
- Town Mtg.
- COAST
- REC/LIB/COA - Intergenerational

ACCOMPLISHMENTS

October Activity/Program...we served 2,799 (includes programs, walk-ins and appointments) and fielded 730 phone calls and 550 information and referrals. 750 volunteer hours were dedicated to the senior center this month.

- Our COA website is ready to be updated, our new website name will be www.bcoa.com and we will also keep the www.bournecouncilonaging.org as well until 2019, in the meantime these two websites will be linked.
- COA budget is due December 8th, I've been instructed to increase salary line by 2% and operational cost by 1.015%.
- Senior Center recertification expires September 2015; I need to seek a project manager to help with the recert process.

FUTURE MTGS. (November)

- Keystone Place luncheon
- Aromatherapy & Essential Oils
- Human Services
- Interviews (clerk position)
- Bay Area Senior Cyclists Luncheon

FUTURE PROGRAMS (December/January)

- Trim-A-Tree (Dec. 12th)
- Open House (Stephanie) Dec. 2nd. (cookies needed)
- Five Wishes (Dec.)
- Special Holiday Luncheon (Café) (Dec.)
- Computer classes & Workshops (technology gift giving and Synchronizing mobile devices using the Cloud) Dec./Jan.

OTHER NEWS

Coming in February the COA/REC/Library will be hosting a Teddy Bear Picnic during February school vacation, for parents/grandparents, children are encouraged to bring their Teddy Bears, we'll supply teddy grahams cookies and punch and the Library will supply the story time.

GRATITUDE unlocks the fullness of life. It turns what we have into enough, and more. It turns denial into acceptance, chaos to order, confusion to clarity. It can turn a meal into a feast, a house into a home, a stranger into a friend. Gratitude makes sense of our past, brings peace for today and creates a vision for tomorrow. I am grateful for all of you here. Happy Thanksgiving.

- By Melody Beattie

TOWN OF BOURNE

2014 NOV 17 AM 11 13

Board, Committee, or Commission: BOURNE COUNCIL ON AGING

TOWN CLERK'S OFFICE
BOURNE, MASS

Schedule of Regular Meetings

<u>Date</u>	<u>Time</u>	<u>Place</u>
November 20, 2014	1 p. m.	Bourne Veterans Memorial Community Center/ Senior Center

Mission: The Bourne COA is established to plan, develop, implement and provide programs and services that enhance the quality of life for residents of Bourne who have reached their 60th year of age and to advocate for programs and services that support seniors. Further, the COA will promote the well-being of Bourne residents of any age, by acting as the Human Services Agency for the Town of Bourne.

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4. Promote and support programs designed to assist the elderly in the community.


Agenda Items

- Clerk position (Stephanie Comick)
- Minutes-Cheryl Gomes
- Outreach-Lois Carr
- BTY Supportive Day Report-Debora Oliviere-Llanes
- Director's Report-Felicita Monteiro

Notice of Special Meeting (include date, time and place)

November 20, 2014, 12 noon COA conference room
Discussion of COA By-Laws

Notice of Cancellation of Meeting (Specify meeting being cancelled.)

Signed: 

Lorraine Young
Title: Chair, Bourne Council on Aging
Date: November 17, 2014

cc: Town Clerk

2015 JAN 7 AM 1:24
TOWN CLERK'S OFFICE
BOURNE, MASS

**TOWN OF BOURNE
BOURNE VETERANS MEMORIAL COMMUNITY/SENIOR CENTER
COUNCIL ON AGING BOARD OF DIRECTORS
MINUTES OF NOVEMBER 20, 2014**

MEMBERS PRESENT: Mary Fuller, Marjorie McClung, Bette Songer, Lorraine Young, Earl Baldwin, Monica Layton.

MEMBERS EXCUSED: Linda Masson, Estelle Blake, Donald Morrissey and Dot Wilcox.

Meeting was called to order at 12 noon. The Chair welcomed new member Earl Baldwin.

Topic of discussion:

- Felice explained what happened at Town Meeting.
- Duties of the Board Secretary Marge McClung where clarified.
- Token of appreciation to staff members who presented their job description.
- Farewell to Stephanie long time receptionist of the COA.

Upon a motion duly made by Monica Layton and seconded by Bette Songer the meeting adjourned at 12:45.

Respectfully submitted,

**Cheryl J. Gomes
Administrative Assistant**

**TOWN OF BOURNE
BOURNE VETERANS MEMORIAL COMMUNITY/SENIOR CENTER
COUNCIL ON AGING BOARD OF DIRECTORS
MINUTES OF NOVEMBER 20, 2014**

2015 JAN 7 AM 11 27

TOWN CLERK'S OFFICE

MEMBERS PRESENT: Monica Layton, Mary Fuller, Marjorie McClung, Bette Songer, Lorraine Young, Earl Baldwin, Valerie Gudas.

MEMBERS EXCUSED: Dorothy Wilcox, Estelle Blake, Donald Morrissey, Estelle Blake and Linda Masson.

OTHER PRESENT: Lisa Laine, Carol MacDonald, Barbara McMakin, Karol Musche, Patricia Morley, Judith McAlister.

Meeting was called to order at 1 p. m.

The Chair introduced new board member Earl Baldwin. Also, long time Receptionist Stephanie Comick was asked to explain her work duties to the Board.

MINUTES: Upon a motion duly made by Bette Songer and seconded by Monica Layton the minutes of October 23, 2014 were approved as written.

Introduction of Stephanie Comick, long time receptionist of the COA, who after eighteen years will be retiring on December 5, 2014. Stephanie gave a synopsis of her duties.

OUTREACH: Highlights (Lois Carr)

- Twenty-five new applications for Fuel Assistance
- Two evening programs regarding Social Security, Medicare and Down Sizing for younger seniors that were well attended.
- See attached report

OTHER BUSINESS: Linda Zuern member of the Board of Selectmen and By-law Committee to explain the process for updating the COA By-laws. The Board decided to put the COA By-law on the December agenda.

BRIDGING THE YEARS: Highlights (Debora Oliviere-Llanes)

- BHS Community read with Author Lisa Genova
- Upper Cape Cod Technical Cosmetology students performed Salon Services for the clients which they enjoyed being pampered.
- See attached report

DIRECTOR'S REPORT: Highlights (Felice Monteiro)

- **Halloween Trunk or Treat was a successful**
- **COA Web-site is ready (BCOA.com)**
- **Budget for 2016 fiscal year has been submitted**
- **Senior Center recertification expires September 2015; Project manager is needed to help with the process**
- **See attached report**

Upon a motion duly made by Valerie Gudas and seconded by Mary Fuller to adjourn the meeting at 1:45.

Respectfully submitted,

**Cheryl Gomes
Administrative Assistant**

To: COA Board Members
From: Lois Carr, Outreach Coordinator

2015 JAN 7 AM 11 28

October 2014 Report

TOWN CLERK'S OFFICE
BOURNE, MASS

Outreach: We continue to receive many referrals and requests for outreach services such as home visits and assistance with applications as well as providing information and referral.

Elders at Risk: I continue to work with the VNA, Elder Services and other agencies on a few at risk cases. These cases can be very time consuming.

Fuel Assistance: 25 new applications were taken in October, 15 seniors, 10 non seniors. The fuel assistance season runs from October 1, 2014 to April 30, 2015

Grandparents as Parents: There are a few new members in the monthly support group. The next meeting is November 24 and there will be a book discussion on "Room in the Heart: Raising Our Children's Children". I also attended a statewide meeting for grandparents raising grandchildren support group leaders.

Boomer Program- We held two workshops for younger seniors- "What About Social Security and Medicare" and "Downsizing". Both were well attended with new participants.

Flu Shots- A total of 239 shots were given at the two clinics held in October.

Intergenerational- St. Margaret's "Cooking with Love" after school program started this month. Students cooked delicious meals that were delivered to two seniors. Both the students and seniors enjoy meeting one another while delivering meals.

Knox Boxes: One Knox box was installed and none were returned. We currently have boxes available.

Human Services: Requests for proposals for FY 16 funding from the Human Services budget were sent out and interested agencies need to send proposals by December 19 to the Town Administrators office.

Other: Still Alice author Lisa Genova- One Book One Community Program
MCOA Conference
Barnstable County Dept. of Human Services updated website presentation
Cape Cod Hoarding Task Force meeting

Respectfully submitted,
Lois Carr

To: Bourne COA Board Members

From: Kari Leighton, Outreach Worker

October 2014 Report

Outreach- This month I was able to attend the MCOA conference in Falmouth for a day filled with some helpful workshops. I also was able to attend One Book One Community at Bourne High School. I helped at the Flu Clinic at St. Johns Church where we had 85 people. I was also able to attend the Buried in Treasures workshop. This month has also been busy trying to squeeze in home visits and lots of drop in appointments for help with fuel assistance etc.

Volunteer Coordinator- I completed the remaining 97 tax work off Cori applications which was extremely time consuming. I met with and processed 4 new volunteers who have all started their volunteering. I placed one in the office, two joined crafty ladies and one to work with the Wednesday lunch group.

Knox Box- This month I did not do any Knox Boxes.

Elders at Risk- I continue to work closely with several community resources to support the at risk clients I work with.

Fuel Assistance- I completed 9 fuel assistance applications this month. I have been receiving lots of calls from people with questions regarding fuel assistance.

Respectfully submitted,

Kari Leighton
Outreach Worker



Date: November 3, 2014
To: Bourne Council on Aging Board of Directors
From: Debora Oliviere-Llanes, Program Director
Re: Bridging the Years Monthly Report

Attendance for the Months of October

Total Clients that participated in the program	19
Participants returning from the previous month	18
New Participants	1
Participants returning from extended leave	0
Participants on medical/extended leave	1
Participants who were discharged	2
Participants who were trials (no charge)	0

There were **22** Service Days with a total attendance of **171** service days **0** were trial day(s).

Scheduled attendance was as follows:

- 5 days per week attendees: 2
- 4 days per week attendees: 3
- 3 days per week attendees: 3
- 2 days per week attendees: 6
- 1 day per week attendees: 5

**There are currently 5 participants coming 4 and 5 days. These increases began in August. We haven't had a 5 day participant since October 2012. Six participants are Non residents.*

3 Inquiries were made to the Program in the Month of October

Meetings/Events:

- 10/1 BHS Community Read with Author Lisa Genova
- 10/7 Flu Clinic
- 10/8 MCOA Annual Conference at the Sea Crest Hotel
- 10/9 MCOA Tour
- 10/21 Upper Cape Cod Technical Cosmetology student came in to perform Salon Services for the clients
- 10/23 BOD Meeting
- 10/29 Intake meeting
- 10/31 Intake meeting
- 10/31 Annual Halloween Costume party

Respectively Submitted,
Debora Oliviere-Llanes
Program Director

Town of Bourne

Clerk
(formerly Account Clerk II)
Council on Aging
(Grade 2)

2015 JAN 7 AM 11 27

TOWN CLERK'S OFFICE

BOURNE, MASS
Statement of Duties

The Clerk is responsible for providing customer service and clerical support for the Council on Aging Department. Work includes providing information, assistance, and referral in person and on the phone, making appointments, maintaining schedules, ~~and collecting and recording payments.~~

Supervision

Work is performed under the general supervision of the Council on Aging Director. The employee is familiar with the work routine and uses initiative in carrying out recurring assignments independently, with specific instruction. The supervisor provides additional, specific instruction for new, difficult or unusual assignments. The employee is expected to refer unusual situations to the supervisor for further instruction. Reviews and checks of the employee's work are applied to an extent sufficient to keep the supervisor aware of progress.

Job Environment

Numerous standardized practices, procedures, or general instructions govern the work and in some cases, may require additional interpretation. Judgment is needed to locate, select and apply the most pertinent practice, procedure, regulation or guideline. The work consists of a variety of duties which generally follow standardized practices, procedures, regulations or guidelines. The sequence of work and/or the procedures followed vary according to the nature of the transaction and/or the information involved, or sought, in a particular situation.

Errors could result in delay or loss of service, and/or adverse public relations.

The employee has frequent contact with the public in person, on the phone, and via computer. The purpose for contact is to give or receive information, respond to inquiries, schedule appointments, and make referrals. Employee also has contact with other town departments, and outside agencies and organizations to coordinate and perform work.

Essential Duties

The statements contained in this job description reflect general details, as necessary, to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility. It should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties, as assigned, including work in other functional areas to cover absences or provide relief, to equalize peak work periods or otherwise to balance the workload.

Town of Bourne

1. Provides information and assistance to the public in person, in writing, and on the phone; provides information and assistance, takes messages and makes referrals.
2. Schedules appointments for S.H.I.N.E., lawyers, tax consultant, Pedi-care, computer class sign-ups, bone density, cholesterol screening, and movie reservations; confirms appointments with facilitator accordingly.
3. Makes calls to remind clients of their appointments.
4. Prepares attendance sheets for each activity offered at the center.
5. Maintains an adequate inventory of forms and supplies used in the office.
6. Receives money for "to go" meals and process cash register receipts for those meals.
7. Prepares cash register receipts for the special "Meal site" meals.
8. Verifies attendance, collects and records payments and prepares receipts for programs, records reservations.

Recommended Minimum Qualifications:

Physical and Mental Requirements:

Employee works in a typical office setting, and is required to talk/listen, use hands, and reach more than 2/3rd of the time; sit, stand and walk up to 2/3rd of the time; and stoop, kneel, and crouch up to 1/3rd of the time. Employee occasionally lifts up to 10 lbs., and seldom lifts up to 30 lbs. Normal vision is required for the position. Equipment used includes office equipment and computers.

Education and Experience:

High School diploma or equivalent, and one (1) year of office experience; municipal experience preferred; or an equivalent combination of education and experience.

Knowledge, Skill and Ability:

Knowledge: Office practices and procedures, familiarity with department regulations, policies and procedures.

Skill: Written and oral communication, computer skills (Microsoft Office) and have a strong office administration, organization and planning skills.

Town of Bourne

organization skills.

Ability: Clearly and effectively communicate with others, maintain accurate records and prepare correspondence, maintain confidential information, and provide information and assistance to the public. Ability to work independently and prioritize tasks, ability to work effectively under time constraints, and strong desire and ability to provide excellent customer service to the public.

(This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer, as the needs of the employer and requirements of the job change.)

2014 DEC 15 PM 3 04
TOWN OF BOURNE

TOWN CLERK'S OFFICE

Board, Committee, or Commission: BOURNE COUNCIL ON AGING BOURNE, MASS

Schedule of Regular Meetings

<u>Date</u>	<u>Time</u>	<u>Place</u>
December 18, 2014	1 P.M.	Bourne Veterans Memorial Community Center/ Senior Center

Mission: The Bourne COA is established to plan, develop, implement and provide programs and services that enhance the quality of life for residents of Bourne who have reached their 60th year of age and to advocate for programs and services that support seniors. Further, the COA will promote the well-being of Bourne residents of any age, by acting as the Human Services Agency for the Town of Bourne.

Town of Bourne By-Laws: (full text Chapter 2, Article 2.5)

Duties of the Council on Aging shall be to:

1. Identify the total needs of the community's elderly population.
2. Educate the community and enlist support participation of all citizens concerning these needs.
3. Design, promote and implement services to fill these needs and coordinate present existing services in the community.
4. Promote and support programs designed to assist the elderly in the community.

Agenda Items

1. Introduction of new receptionist Nancy Roy
2. Minutes- Cheryl Gomes
3. Highlights of written reports to be incorporated into the Minutes
 - a. Outreach - Lois Carr
 - b. BTY Supportive Day Report- Debora Oliviere-Llanes
 - c. Director's Report- Felicita Monteiro
4. Emerging Issues to be put on next month's Agenda
5. Public Input
6. By-law review

Notice of Cancellation of Meeting (Specify meeting being cancelled.)

Signed: 

Lorraine Young

Title: Chair, Bourne Council on Aging

cc: Town Clerk

Date: December 15, 2014

■ ■ ■ Bourne Cultural Council - Announcement

October 31, 2014

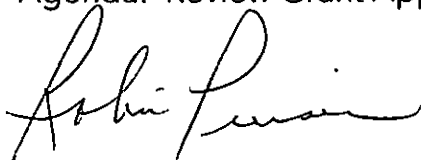
A meeting will be held by the Bourne Cultural Council ,

Date: Wednesday, November 5

Time: 6:00

Place: Bourne Public Library Conference Room

Agenda: Review Grant Applications



Robin Pierson

Co-Chair

Bourne Cultural Council

2014 NOV 1 PM 11 50
TOWN CLERK'S OFFICE
BOURNE, MASS

~~2014 OCT 31 PM 10 56
TOWN CLERK'S OFFICE
BOURNE, MASS~~



Douglas Shearer, Chairman
David O'Connor, Vice Chairman
Marie Oliva
Pam Matheson

TOWN OF BOURNE
Design Review Committee

TOWN HALL · 24 PERRY AVENUE

Buzzards Bay, MA 02532

Contact: Office of the Town Planner

Coreen Moore, Town Planner

cmoore@townofbourne.com

Phone: 508-759-0615 x4 * Fax: 508-759-0611

2014 JAN 28 PM 1 25

TOWN CLERK'S OFFICE
BOURNE, MASS

MEETING AGENDA

DATE: February 3, 2014

TIME: 9:00 am

LOCATION: Bourne Town Hall
Lower Level Conference Room
24 Perry Avenue
Buzzards Bay MA 02532

1. Review and acceptance of minutes from December 2, 2013.
2. Group discussions and actions.
 - a. Finalize a formal complaint letter to submit to the Building Inspector for signs that are not compliant on Main Street.
 - b. Formulate a letter of support for a part-time Enforcement Officer to submit to the Selectmen.
3. Any other new business for discussion purposes only.
4. Public comments.



Douglas Shearer, Chairman
 David O'Connor, Vice Chairman
 Marie Oliva
 Pam Matheson

TOWN OF BOURNE
Design Review Committee

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 Buzzards Bay, MA 02532
 Contact: Coreen Moore, Town Planner
cmoore@townofbourne.com
 Phone: 508-759-0615 x4 * Fax: 508-759-0611



TOWN CLERK'S OFFICE
 BOURNE, MASS

February 13, 2014

MEETING MINUTES

Date Approved by DRC: <u>3/24/14</u> Signed: <u>lwm</u>

- Date:** February 3, 2014
- Location:** Lower Level Conference Room
 Bourne Town Hall
 24 Perry Avenue, Buzzards Bay MA 02532
- Present:** Doug Shearer, Chairman, David O'Connor, Vice Chairman
 Pam Matheson
- Absent:** Marie Oliva
- Staff:** Coreen Moore, Town Planner, Lisa Devaney, Asst to the Planner
- Public:** None

Meeting called to order at 9:05 am.

Item #1: Review and acceptance of minutes from December 2, 2013

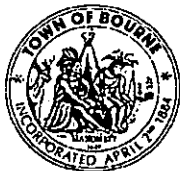
D. O'Connor made a motion to approve the minutes as written. The motion was seconded by P. Matheson. Roll call vote as follows:

Pam Matheson	Yes	David O'Connor	Yes
Doug Shearer	Yes		

The minutes from 12/2/13 were approved.

Item: #2: Letters to Non-Compliant Business Owners: Signs

C. Moore has prepared a letter to business owners on Main Street to let them know that the DRC is going to begin enforcing the Zoning Bylaw. The letter will go to both business owners and property owners. A second letter has been prepared by D. O'Connor that will be sent to specific non-compliant business owners. This letter will not be sent out until there is a mechanism for enforcement i.e. an enforcement officer or temporary enforcement officer. This letter and



Douglas Shearer, Chairman
 David O'Connor, Vice Chairman
 Marie Oliva
 Pam Matheson

TOWN OF BOURNE
Design Review Committee

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the list of non-compliant locations will be discussed more at the next meeting.

#3 Part-time Enforcement Officer

There was a discussion of how to hire or designate the Enforcement Officer. A meeting with R. LaPorte and T. Guerino needs to be set up to discuss this item.

#4 New Business

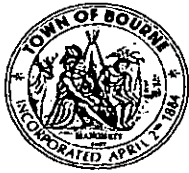
No new business.

#4 Motion to Adjourn

D. O'Connor made a motion to adjourn the meeting. P. Matheson seconded the motion. Roll call vote as follows:

Pam Matheson	Yes	Dave O'Connor	Yes
Doug Shearer	Yes		

Meeting was adjourned at 9:47 a.m.



Douglas Shearer, Chairman
David O'Connor, Vice Chairman
Marie Oliva
Pam Matheson

TOWN OF BOURNE
Design Review Committee

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Buzzards Bay, MA 02532
Contact: Office of the Town Planner
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MEETING AGENDA

DATE: March 24, 2014

TIME: 9:00 am

LOCATION: Bourne Town Hall
Lower Level Conference Room
24 Perry Avenue
Buzzards Bay MA 02532

2014 MAR 20 AM 9 53
TOWN CLERK'S OFFICE
BOURNE, MASS

1. Review and acceptance of minutes from February 13, 2014
2. Project Review:
 - a. 269 Main Street – NASR Jewelers & Yummy Yo
3. Group discussions and actions
 - a. Update of Main Street signs that are not in compliance with the Zoning bylaw.
4. Any other new business for discussion purposes only
5. Public comments



TOWN OF BOURNE
Design Review Committee

TOWN HALL · 24 PERRY AVENUE

Buzzards Bay, MA 02532

Contact: Coreen Moore, Town Planner

cmoore@townofbourne.com

Phone: 508-759-0615 x4 * Fax: 508-759-0611



Douglas Shearer, Chairman
David O'Connor, Vice Chairman
Marie Oliva
Pam Matheson

2014 SEP 8 AM 10 37
TOWN CLERK'S OFFICE
BOURNE, MASS

Date Approved by DRC: <u>9/8/14</u> Signed: <u>[Signature]</u>
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MEETING MINUTES

Date: March 24, 2014

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

Present: Doug Shearer, Chairman, David O'Connor, Vice Chairman
Pam Matheson, Marie Oliva

Staff: Coreen Moore, Town Planner

Public: Mr. & Mrs. Hajnasr Semaan

Meeting called to order at 9:06 am.

Item #1: Review and acceptance of minutes from February 3, 2014

On a motion by D. O'Connor and Seconded by P. Matheson the minutes of February 3, 2014 were approved, with 2 voting affirmative and 1 abstention.

Item #2: Project Review: 269 Main Street – NASR Jewelers /Yummy Yo

Applicant Hajnasr Semaan explained his project; he is proposing a 16' x 24' addition to accommodate additional seating for the Yummy Yo yogurt shop. He finds when it rains people leave to find a place that has indoor seating.

Most of the site will stay the same; the addition will match the existing building, same color. The drive will move slightly, one parking space will be lost however extra parking will be provided on the hill at the rear of the parking lot. Drainage will be improved, and a white vinyl fence will be put around the dumpster. The large shade tree was removed because it was dying and will be replaced with two smaller trees.

D. O'Connor questioned the drainage around the new driveway. Mr. Semaan said they will contain all drainage on site the low point at the

edge of the drive will have either a retaining wall or curbing sufficient for retaining the runoff. Mr. O'Connor asked Town Planner Coreen Moore if an applicant can remove or place shade trees within the right of way. Coreen responded that they would need the permission of the Board of Selectman. Mr. Semaan said he would get the permission of the BOS. Mr. O'Connor suggested that a street tree would not be sufficient but a "shade" tree something substantial needed to be planted. Ms. Oliva said she knew that Mr. Semann takes good care of his property and was not concerned, he will do what is right.

Mr. Shearer asked for confirmation that the building will remain the same color, Mr. Semaan affirmed that it would, and there will be no change to the sign.

Ms. Matheson asked if people can park on the side road, Mr. Semaan said not officially but people do park there. He also said that the road is a private road, so parking there is not really a problem and as a matter of fact the tree in the right in way is considered the property of the person who has the frontage on the road, therefore permission from the BOS is not required.

Mr. Shearer asked if the fence is only proposed for the dumpster? Mr. Semaan affirmed that fence is only around the dumpster. Mr. Shearer asked how the applicant was going to prevent customers from backing out onto the street. Mr. Semaan said that the parking in the rear is only for employees. Mr. Shearer said if customers are allowed to park there than the parking would have to be reconfigured so not to back out onto the street. Mr. Shearer asked what is the pitch of the roof? Mr. Semaan said 6/12 and is not an issue.

On a motion by Marie Oliva and Seconded by David O'Connor it was voted to approve 269 Main Street with the following conditions: the color of the addition shall be same as the existing building and two shade trees shall be planted along Wagner Way, and the upper parking area shall be paved and the dumpster fenced in.

Mr. O'Connor asked if a drainage plan was needed? Mr. Shearer said that there was a drainage plan from the last Planning Board meeting in 2009, and it was sufficient to determine the flow of the runoff.

Pam Matheson	Yes	Marie Oliva	Yes
Doug Shearer	Yes	David O'Connor	Yes

Item #3

Group discussion – Main Street Compliance

Mr. O'Connor asked Ms. Moore what happens if an applicant does not build out the site as approved, Ms. Moore answered it is case by case

depending if the changes are significant, if so the Planning Board will require them change the site and come into compliance of the approved plan.

Signs: Coreen reported that she had sent out the mass mailing to business and property/landlords notifying them of the new sign regulations in the Downtown. She also noted that we really need to focus on the business owner because they are the ones who are responsible for the signs. Pam mentioned the big box truck at Joblot, which at first glance looked like a delivery truck, but continues to remain. Doug wanted to know what can be done when businesses leave these large trucks and use them as storage. Coreen said that Roger (enforcement officer) said if they are not mobile he considers them a structure and should meet all zoning.

Coreen said the sign program had 10 applicants including Redtop, Bay Motor Inn and Liquor Barn. However, there are some businesses that are refusing the grant money because they did not want to come into compliance with the new regulations. The program will not pay for new signs that do not comply.

Doug said he spoke to Roger and does not see any hope for additional enforcement help, asked when and how do we address the issue of enforcement. Dave asked what kind of Town do we want? What are we going to have? We are going to have to decide. Coreen said when the bylaws are created everyone is excited however when time comes for enforcement we don't have the staff to implement. Pam asked if the person had to be paid. Marie we have to pose the question continually to the Finance committee, if they say no once we ask again. Doug did not feel the position had to be paid, Roger has the authority to enforce, and the volunteer could write the violation and pass to Roger for enforcement. Coreen quoted Section 1210 of the zoning bylaw Roger is the Chief Enforcement officer, the Town Administrator could appoint volunteers as enforcement officers that would answer to Roger. Roger basically supports the idea however the TA needs to be on board.

The discussion of enforcement will continue at the next meeting.

Item #4 Adjourn Meeting

On a motion by David O'Connor and Seconded by Marie Oliva and with all in favor it was voted to adjourn the meeting at 10:10 a.m.

Next meeting April 7, 2014

Recorded by Coreen Moore



Douglas Shearer, Chairman
David O'Connor, Vice Chairman
Marie Oliva
Pam Matheson

TOWN OF BOURNE
Design Review Committee

TOWN HALL · 24 PERRY AVENUE
Buzzards Bay, MA 02532
Contact: Office of the Town Planner
Coreen Moore, Town Planner
cmoore@townofbourne.com
Phone: 508-759-0615 x4 * Fax: 508-759-0611



MEETING AGENDA

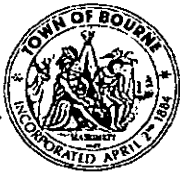
DATE: April 7, 2014

TIME: 9:00 am

LOCATION: Bourne Town Hall
Lower Level Conference Room
24 Perry Avenue
Buzzards Bay MA 02532

1. Review and acceptance of minutes from 3/24/14.
2. Project for review
 - a. Penner's Trolley Sign
3. Any other new business for discussion purposes only
4. Public Comments.

BOURNE, MASS
TOWN CLERK'S OFFICE
2014 APR 3 AM 11:46



TOWN OF BOURNE
Design Review Committee



Douglas Shearer, Chairman
David O'Connor, Vice Chairman
Marie Oliva
Pam Matheson

TOWN HALL - 24 PERRY AVENUE
Buzzards Bay, MA 02532
Contact: Coreen Moore, Town Planner
cmoore@townofbourne.com
Phone: 508-759-0615 x4 * Fax: 508-759-0611

2014 MAY 8 AM 11:18

TOWN CLERK'S OFFICE
BOURNE, MASS

April 9, 2014

MEETING MINUTES

Date Approved by
DRC:
May 5, 2014
Signed: CWM

Date: April 7, 2014

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

Present: Doug Shearer, Chairman, David O'Connor, Vice Chairman
Pam Matheson, Marie Oliva

Staff: Coreen Moore, Town Planner, Lisa Devaney, Asst to the Planner

Public: None

Meeting called to order at 9:08 am.

Item #1: Review and acceptance of minutes from March 24, 2014

Minutes were not available. Minutes from March 24, 2014 will be reviewed at the next meeting.

Items discussed out of order:

Item: #3: New Business for Discussion

D. O'Connor reviewed the packet of non-compliant sign photographs and a draft of the enforcement letter he distributed by email to all committee members. The content of the letter was discussed. It was determined that the letter should have an opening paragraph which described the bylaw and potential fines but the letter would continue in a specific manner listing all non-compliant signs on each property. The next step in the process will be to discuss the letter and fines with Roger Laporte and the Town Administrator / Selectmen. D. Shearer will contact R. Laporte and T. Guerino and report his findings at the next meeting.

There was no other new business.



Douglas Shearer, Chairman
 David O'Connor, Vice Chairman
 Marie Oliva
 Pam Matheson

TOWN OF BOURNE
Design Review Committee

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#2 Project Review: Penner's Trolley

Penner's Trolley sign proposal was discussed as submitted. The proposal did not contain enough information about the sign construction and materials. There are signs on the property that also need to be removed and are not referenced on the proposal. More information is required.

A motion to continue was made by D. O'Connor. Seconded by M. Oliva. Roll call vote as follows:

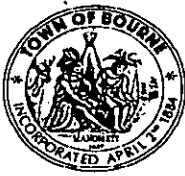
Pam Matheson	Yes	Marie Oliva	Yes
Doug Shearer	Yes	David O'Connor	Yes

#4 Motion to Adjourn the Meeting

D. Shearer made a motion to adjourn the meeting. D. O'Connor seconded the motion. Roll call vote as follows:

Pam Matheson	Yes	Marie Oliva	Yes
Doug Shearer	Yes	David O'Connor	Yes

Meeting was adjourned at 9:50 a.m.



Douglas Shearer, Chairman
David O'Connor, Vice Chairman
Marie Oliva
Pam Matheson

TOWN OF BOURNE
Design Review Committee

TOWN HALL · 24 PERRY AVENUE

Buzzards Bay, MA 02532

Contact: Office of the Town Planner

Coreen Moore, Town Planner

cmoore@townofbourne.com

Phone: 508-759-0615 x4 * Fax: 508-759-0615



2014 APR 30 PM 1 43

TOWN CLERK'S OFFICE
BOURNE, MASS

MEETING AGENDA

DATE: May 5, 2014

TIME: 9:00 am

LOCATION: Bourne Town Hall
Lower Level Conference Room
24 Perry Avenue
Buzzards Bay MA 02532

1. Review and acceptance of minutes from 4/7/14.
2. Project for review
 - a. Penner's Trolley Sign – 2nd review
 - b. Buzzards Bay Chiropractic
 - c. Jake's Pizza
 - d. Crooked Arrow Farms
3. Enforcement
 - a. Penner's Trolley Sign
4. Any other new business for discussion purposes only
5. Public Comments.



TOWN OF BOURNE
Design Review Committee

TOWN HALL · 24 PERRY AVENUE

Buzzards Bay, MA 02532

Contact: Coreen Moore, Town Planner

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24 JUN 1 09
CLERK'S OFFICE
BOURNE, MASS

Douglas Shearer, Chairman
David O'Connor, Vice Chairman
Marie Oliva
Pam Matheson

TOWN CLERK'S OFFICE
BOURNE, MASS
MEETING MINUTES

Date Approved by
DRC: 6/23/14
Signed: Lisa Enway

Date: May 5, 2014

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

Present: Doug Shearer, Chairman, David O'Connor, Vice Chairman
Pam Matheson, Marie Oliva

Staff: Coreen Moore, Town Planner

Public: Doreen L. Egau Harris, Steven Harris (Seaside Trolley Gourmet), Craig Poirier (Crooked Row Farms), David Fisher (BB Chiropractic), Bill Gray (Jakes Pizza)

Meeting called to order at 9:00 am.

1. Review and acceptance of minutes from April 7, 2014

The minutes of April 7, 2014 were reviewed, and on a MOTION by David O'Connor SECONDED by Pam Matheson were APPROVED by a UNANIMOUS vote.

2. Project Review:

a. Sign - Penner's Trolley aka Seaside Trolley - 4 Main St.

Steven and Doreen Harris (tenants) were present to address the concerns of the DRC. Owner Mark Rizoli installed the sign before being approved and without a permit. Mr. O'Connor asked the Harris' if they understood the implications if the sign were not to be approved by the DRC, they said that they did. After discussion and on a MOTION by Ms. Oliva and SECONDED by Ms. Matheson, the DRC unanimously APPROVED the sign application for 4 Main Street with the following conditions:

1. All signs not approved under this application must be removed within 30 days of the issuance of the permit by the Building Inspector.
2. Existing lighting fixtures and wiring must be removed from the approved sign.
3. The decorative bracket extending from the top of the sign must be removed.

b. Sign - Buzzards Bay Chiropractic - Dr. David Fisher - 196 Main Street

Dr. Fisher presented his proposal. The existing sign will be refurbished, the color will change from blue and gold to cranberry and gold, the side poles will remain, and a hanging panel will be added at the bottom depicting the telephone number. Ms. Moore stated that Mr. Fisher is a recipient of a grant from the Downtown Sign Program. After discussion and on a MOTION by Ms. Oliva and SECONDED by Mr.

O'Connor, the DRC unanimously APPROVED the sign application for 196 Main Street.

c. Sign – Jakes Pizza – Bill Gray - 91 Main Street

Bill Gray representing Jake (his son) presented the sign proposal which consisted of an awning with the business name across the front. Mr. Gray said that option one is the preferred option. The color will be pacific blue for the entire awning with white lettering. The awning will be lighted by four goose neck fixtures. Ms. Moore stated that Jakes Pizza is a recipient of a grant from the Downtown Sign Program.

The DRC discussed flags, only one flag is allowed either and "open" or "sale". American flags are exempt.

On a MOTION by Ms. Oliva and SECONDED by Mr. O'Connor, the DRC unanimously APPROVED the sign application for 91 Main Street.

d. Sign – Crooked Row Farm – Craig Poirier – 223 Main Street (Bay Motor Inn)

Mr. Poirier presented his proposal; his business is seasonal, operating July to September, only on Fridays and Saturdays between 10 am and 6 pm. The rest of the week he will take the entire stand down. The stand will be located at 223 Main Street at the Bay Motor Inn. Mr. Poirier stated that the sign will be on an old saw blade painted cub cadet yellow approximately 6 feet long with an small (18" x24") "Fresh Vegetable" sign below.

On a MOTION by Ms. Oliva and SECONDED by Ms. Matheson, the DRC unanimously APPROVED the sign application for the Crooked Row Farm @ 223 Main Street.

3. Enforcement

Chairman Shearer shared with the committee his discussion with the Board of Selectmen. He felt they were generally thankful of the work the Committee was doing, however not overly supportive of enforcement or of the Committee participating in enforcement. Mr. Shearer reported that Roger Laporte (enforcement) Officer wants a letter from the Committee that acknowledges their support for his enforcement efforts along Main Street. It was also discussed that the Committee should draft a form letter that could be used to send to Roger for enforcement. Mr. O'Connor volunteered to draft the letter. Mr. Shearer said he will write the letter to Roger for support of enforcement.

4. No other business

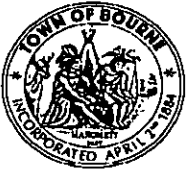
5. No Public Comments

6. Next Meeting: May 19, 2014 @ 9:00 am

7. Motion to Adjourn the Meeting

On a MOTION by Ms. Oliva and SECONDED by Ms. Matheson, the DRC unanimously APPROVED to adjourn the meeting.

Recorded By:
Coreen Moore



Douglas Shearer, Chairman
David O'Connor, Vice Chairman
Marie Oliva
Pam Matheson

TOWN OF BOURNE
Design Review Committee

TOWN HALL · 24 PERRY AVENUE
Buzzards Bay, MA 02532
Contact: Office of the Town Planner
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Phone: 508-759-0615 x4 * Fax: 508-759-0611



2014 MAY 15 PM 2 26

TOWN CLERK'S OFFICE
BOURNE, MASS

MEETING AGENDA

DATE: May 19, 2014

TIME: 9:00 am

LOCATION: Bourne Town Hall
Lower Level Conference Room
24 Perry Avenue
Buzzards Bay MA 02532

1. Review and acceptance of minutes from May 5, 2014
2. Group discussions and actions
 - a. Finalization enforcement letter template
3. Any other new business for discussion purposes only
4. Public comments



Douglas Shearer, Chairman
 David O'Connor, Vice Chairman
 Marie Oliva
 Pam Matheson

TOWN OF BOURNE
Design Review Committee

TOWN HALL · 24 PERRY AVENUE

Buzzards Bay, MA 02532

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2014 SEP 8

TOWN CLERK'S OFFICE
 BOURNE, MASS

MEETING MINUTES

Date Approved by DRC:	9/8/14
Signed:	John W. Wray

Date: May 19, 2014

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

Present: Doug Shearer, Chairman, David O'Connor, Vice Chairman
 Pam Matheson, Marie Oliva

Staff: Coreen Moore, Town Planner

Public: None

The Chairman called the meeting to order at 9:00 am.

1. Review and acceptance of minutes from May 5, 2014

On a MOTION by David O'Connor SECONDED by Pam Matheson it was voted to a UNANIMOUS vote table the approval of the May 5, 2014 minutes until the next meeting.

2. Committee Discussions on Enforcement:

The Committee reviewed a letter drafted by Dave O'Connor, also reviewed the zoning bylaw as stated in the letter. Dave indentified 24 properties with specific violations. The Committee suggested holding the letter to Liquor Bar, Red Top and Speed Wash because they are working with the Planner's office for a grant for sign improvements.

Dave will send the letter Coreen will put on letterhead and send out.

3. No other business

5. No Public Comments

6. Next Meeting: June 9, 2014 @ 9:00 am and July 14, 2014 (tentative)

7. Motion to Adjourn the Meeting

On a MOTION by Ms. Oliva and SECONDED by Ms. Matheson, the DRC unanimously voted to adjourn the meeting at 9:43 am.

Recorded By:
 Coreen Moore

3. Enforcement

- a. A discussion to update the status of the compliance letters to business owners on Main Street included the following information:
- Letters of complaint would be sent to the twenty six violator of the bylaw.
 - R. Laporte, Inspector of Buildings, would be copied on these letters which would also serve as the formal complaint.
 - D. O'Connor will print out all the letters and return them to Town Hall for mailing. He will be reimbursed for the ink required to print these letters in color.
- b. **Seaside Trolley** has not complied with the conditions that were required with the approval of their building permit. A letter will be sent to demand compliance by a certain date and a copy will be sent to R. Laporte.
- c. **The Farm Stand at Buzzards Bay Motor Inn** is not complying with the conditions of their sign permit. M. Oliva will speak to him to remind him that his approval requires him to remove the stand after each weekend. A letter will follow if this does not resolve the issue.

4. No other business

5. **Next Meeting:** Monday, September 8, 2014 at 9 am.

6. Motion to Adjourn the Meeting

On a MOTION by M. Oliva and SECONDED by D. O'Connor, the DRC unanimously APPROVED to adjourn the meeting at 10:10.

Recorded By:
Lisa Devaney

Draft letter

Town of Bourne
Design Review Committee
24 Perry Avenue
Buzzards Bay, Massachusetts 02532-3441

May 28, 2014

Re: *Bourne Downtown Architectural and Sign Design Standards and Guidelines*

Mr/Ms. _____
Bourne Bridge Liquors, Inc.
310 Main Street
Buzzards Bay, MA 02532

Pls insert addressee & confirm address

Dear _____ : Pls insert addressee name

The Town of Bourne officially adopted Architectural Design Standards and Guidelines as an appendix to its Zoning Bylaw at the May, 2012 Town Meeting. Standards for business signs are part of the Design Guidelines.

These Design Standards and Guidelines have been developed to improve visual coherence and to encourage a coordinated approach to enhancing the civic identity of the downtown area. The guidelines are not intended to restrict retail activity or development, to inhibit creativity, nor to establish a specific style or architectural theme for the district. They are intended to guide improvements throughout the downtown area that will tie the village together and contribute to the common goal of an attractive and vibrant business environment. All signage changes, improvements or repairs undertaken within Buzzards Bay must comply with the zoning bylaws and design guidelines in effect at the time of the sign change.

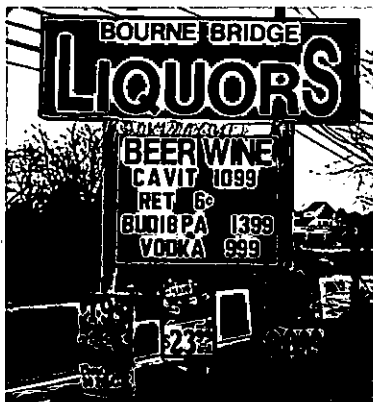
Architectural Design Standards and Guidelines may be reviewed at the Planning Office at 24 Perry Avenue. They are also available online at:

<http://www.townofbourne.com/LinkClick.aspx?fileticket=rKSgcgw%2BvXc%3D&tabid=177&mid=1621>

The Design Review Committee is not "singling out" any particular business in this effort. More than a dozen businesses in the downtown area are being contacted about non-compliant signs.

We are contacting you in regard to sign issues at your place of business:

- Temporary signs attached to corporate logo sign
- Multiple advertisement posters in your storefront windows



Advertisement signs attached to corporate logo sign Free standing sign -

Bylaw Sec. 3240b allows One free-standing sign with total area of not more than 80 square feet .. in ... Business District (B1/B2).



Advertisement posters in storefront windows

Window signs -

Design Standards and Guidelines requirements for window signs -

- To be designed to attractively promote the business while still allowing for the customer to view the interior of the business.
- One window sign is permitted per enterprise on the ground floor. Window signage shall not cover more than 25% of the window area... or one square foot per one foot of frontage, whichever is less.
- Window signs constructed of paper, cardboard, plastic,..... are prohibited.

Please note that, as required by Section 2880 (and by reference, Sec. 3200) of the Bourne Zoning By-law, all future sign installations will require a sign permit issued by the Inspector of Buildings.

By this letter, we are notifying you that you must take immediate steps necessary to bring your signage into compliance with these regulations. If you do not address these issues within seven days, the matter will be taken up with the Building Inspector for administrative action – including fines. You may let us know through Town Planner, Coreen Moore, if you would like to discuss the design guidelines with the Design Review Committee as they apply to your situation.

With Regards,

Douglas Shearer, Chairman

Cc: Roger Laporte, Building Inspector



Douglas Shearer, Chairman
David O'Connor, Vice Chairman
Marie Oliva
Pam Matheson

TOWN OF BOURNE
Design Review Committee

TOWN HALL · 24 PERRY AVENUE
Buzzards Bay, MA 02532
Contact: Office of the Town Planner
Coreen Moore, Town Planner
cmoore@townofbourne.com
Phone: 508-759-0615 x4 * Fax: 508-759-0611



MEETING AGENDA

DATE: June 23, 2014

TIME: 9:00 am

LOCATION: Bourne Town Hall
Lower Level Conference Room
24 Perry Avenue
Buzzards Bay MA 02532

1. Review and acceptance of minutes from May 5, 2014
2. Project Review:
 - a. 267 Main Street – Speedwash
 - b. 215 Main Street – Dunn Insurance
 - c. 249 Main Street – Leo's Restaurant
3. Group discussions and actions
 - a. Update of Main Street signs that are not in compliance with the Zoning bylaw.
4. Any other new business for discussion purposes only
5. Public comments

2014 JUN 19 AM 9 29
TOWN CLERK'S OFFICE
BOURNE, MASS



Douglas Shearer, Chairman
 David O'Connor, Vice Chairman
 Marie Oliva
 Pam Matheson

TOWN OF BOURNE
Design Review Committee

TOWN HALL · 24 PERRY AVENUE
 Buzzards Bay, MA 02532
 Contact: Coreen Moore, Town Planner
 cmoore@townofbourne.com
 Phone: 508-759-0615 x4 * Fax: 508-759-0611



MEETING MINUTES

- Date:** June 23, 2013
- Location:** Lower Level Conference Room
 Bourne Town Hall
 24 Perry Avenue, Buzzards Bay MA 02532
- Present:** Doug Shearer, Chairman, David O'Connor, Vice Chairman
 Pam Matheson, Marie Oliva
- Staff:** Coreen Moore, Town Planner
- Public:** Jason Bovarnick (Speedwash), Ted Touloukian (Touloukian Touloukian Inc),
 Marianne Kock (Touloukian Touloukian Inc)

Date Approved by
 DRC: 8/4/14
 Signed: [Signature]
 TOWN CLERK'S OFFICE
 BOURNE, MASS
 AUG 4 PM 10 00

Meeting called to order at 9:05 am.

1. Review and acceptance of minutes from April 7, 2014

The minutes of May 5, 2014 were reviewed, and on a MOTION by D. O'Connor
 SECONDED by P. Matheson were APPROVED by a UNANIMOUS vote.

2. Project Review:

a. Façade Improvement - Speedwash – 267 Main St.

Ted Touloukian, the project architect, introduced the work he was contracted to perform by the Town's Commercial Façade Improvement Program and then specifically presented the changes proposed at 267 Main Street. Architectural renderings were distributed to the group. The work includes replacing the awnings, new windows, new siding and trim. The business owner, Jason Bovarnick was in attendance and he reviewed the improvements he has made to the business since he purchased it earlier in the year. After discussion and on a MOTION by Ms. Oliva and SECONDED D. O'Connor, the DRC unanimously APPROVED the façade renovation application for 267 Main Street as per the plans dated June 20, 2014.

b. Façade Improvement – Leo's Restaurant – 249 Main Street

Ted Touloukian distributed architectural renderings of the restaurant and outlined the proposed changes including new windows, siding, trim painting and signage. After discussion and on a MOTION by Ms. Oliva and SECONDED by Mr. O'Connor, the DRC unanimously APPROVED the façade renovation application for 249 Main Street as per the plans dated June 20, 2014.

c. Façade Improvement – Dunn Insurance – 215 Main Street

Ted Touloukian distributed architectural renderings of the business and outlined the proposed changes including new windows, siding, exterior trim and painting. After discussion and on a MOTION by Ms. Oliva and SECONDED by Mr. O'Connor, the DRC unanimously APPROVED the façade renovation application for 215 Main Street as per the plans dated June 20, 2014.

3. Enforcement

A discussion to update the status of the compliance letters to business owners on Main Street included the following information:

- General letters have been sent to all businesses
- A letter with specific complaints should now be sent to all non-compliant businesses from the DRC to Roger Laporte, Inspector of Building and copied to the Selectmen. C. Moore will prepare this letter.
- Finally, a letter from Roger Laporte citing the complaint will be sent to the business owner to enforce the bylaw.

4. No other business

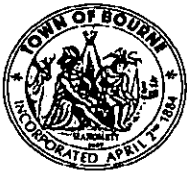
5. No Public Comments

6. Next Meeting: July 14th at 9 am.

7. Motion to Adjourn the Meeting

On a MOTION by M. Oliva and SECONDED by P. Matheson, the DRC unanimously APPROVED to adjourn the meeting.

Recorded By:
Lisa Devaney



Douglas Shearer, Chairman
David O'Connor, Vice Chairman
Marie Oliva
Pam Matheson

TOWN OF BOURNE
Design Review Committee

TOWN HALL · 24 PERRY AVENUE
Buzzards Bay, MA 02532
Contact: Office of the Town Planner
Coreen Moore, Town Planner
cmoore@townofbourne.com
Phone: 508-759-0615 x4 * Fax: 508-759-0611



2014 JUL 31 AM 11 17

TOWN CLERK'S OFFICE

MEETING AGENDA BOURNE MASS

DATE: August 4, 2014

TIME: 9:00 am

LOCATION: Bourne Town Hall
Lower Level Conference Room
24 Perry Avenue
Buzzards Bay MA 02532

1. Review and acceptance of minutes from June 23, 2014
2. Project Review:
 - a. Cape Cod Burgers: 71 Main Street
3. Group discussions and actions
 - a. Update on Main Street sign bylaw compliance
4. Any other new business for discussion purposes only
5. Public comments



TOWN OF BOURNE
Design Review Committee

TOWN HALL · 24 PERRY AVENUE
Buzzards Bay, MA 02532
Contact: Coreen Moore, Town Planner
cmoore@townofbourne.com
Phone: 508-759-0615 x4 * Fax: 508-759-0611



Douglas Shearer, Chairman
David O'Connor, Vice Chairman
Marie Oliva -
Pam Matheson

2014 SEP 8 AM 10 37

TOWN CLERK'S OFFICE
BOURNE, MASS

MEETING MINUTES

Date Approved by DRC 9/8/14 Signed: <i>Eric Davary</i>

Date: August 4, 2014

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

Present: Doug Shearer, Chairman, David O'Connor, Vice Chairman
Pam Matheson, Marie Oliva

Staff: Coreen Moore, Town Planner

Public: None

Meeting called to order at 9:15 am.

1. Review and acceptance of minutes from June 23, 2014

The minutes of June 23, 2014 were reviewed, and on a MOTION by D. O'Connor SECONDED by P. Matheson were APPROVED by a UNANIMOUS vote.

2. Project Review:

a. Cape Cod Burgers, 71 Main Street

The business owner, Patrick Girouard was not present at the review. The committee looked at the proposed sign project and made the following comments:

1. The answers from a letter from C. Moore to P. Girouard on July 27, 2014 were not submitted before the meeting. The owner needs to present answers to these questions before the committee can vote on the design.
2. The design as proposed does not comply with the bylaw. The oval shape and size obstructs the architectural features of the building, notably the stone carving of "Buzzards Bay National Bank". The committee would suggest a sign that fits in the rectangular brick area above the awning.

On a motion by M. Oliva, seconded by D. O'Connor the decision was continued to the next meeting.

3. Enforcement

a. A discussion to update the status of the compliance letters to business owners on Main Street included the following information:

- Letters of complaint would be sent to the twenty six violator of the bylaw.
- R. Laporte, Inspector of Buildings, would be copied on these letters which would also serve as the formal complaint.
- D. O'Connor will print out all the letters and return them to Town Hall for mailing. He will be reimbursed for the ink required to print these letters in color.

b. **Seaside Trolley** has not complied with the conditions that were required with the approval of their building permit. A letter will be sent to demand compliance by a certain date and a copy will be sent to R. Laporte.

c. **The Farm Stand at Buzzards Bay Motor Inn** is not complying with the conditions of their sign permit. M. Oliva will speak to him to remind him that his approval requires him to remove the stand after each weekend. A letter will follow if this does not resolve the issue.

4. No other business

5. **Next Meeting:** Monday, September 8, 2014 at 9 am.

6. Motion to Adjourn the Meeting

On a MOTION by M. Oliva and SECONDED by D. O'Connor, the DRC unanimously APPROVED to adjourn the meeting at 10:10.

Recorded By:
Lisa Devaney



Douglas Shearer, Chairman
David O'Connor, Vice Chairman
Marie Oliva
Pam Matheson

TOWN OF BOURNE
Design Review Committee

TOWN HALL · 24 PERRY AVENUE
Buzzards Bay, MA 02532
Contact: Office of the Town Planner
Coreen Moore, Town Planner
cmoore@townofbourne.com
Phone: 508-759-0615 x4 * Fax: 508-759-0611



MEETING AGENDA

DATE: September 8, 2014

TIME: 9:00 am

LOCATION: Bourne Town Hall
Lower Level Conference Room
24 Perry Avenue
Buzzards Bay MA 02532

1. Review and acceptance of minutes from **March 3, 2014, May 19, 2014 and August 4, 2014.**
2. Project Review:
 - a. 71 Main Street – Cape Cod Burgers Sign
 - b. 73 Main Street – Buzzards Bay Acupressure – Sign
 - c. 150 Main Street – Liquor Barn - Sign
3. Any other new business for discussion purposes only
4. Public comments

2014 SEP 4 AM 10 30
TOWN CLERK'S OFFICE
BOURNE, MASS



Douglas Shearer, Chairman
 David O'Connor, Vice Chairman
 Marie Oliva
 Pam Matheson

TOWN OF BOURNE
Design Review Committee

TOWN HALL - 24 PERRY AVENUE
 Buzzards Bay, MA 02532
 Contact: Coreen Moore, Town Planner
 cmoore@townofbourne.com
 Phone: 508-759-0615 x4 * Fax: 508-759-0611



Date Approved by DRC: <u>9/22/14</u>
Signed: <u>Lisa Devaney</u>

MEETING MINUTES

- Date:** September 8, 2014
- Location:** Lower Level Conference Room
 Bourne Town Hall
 24 Perry Avenue, Buzzards Bay MA 02532
- Present:** Doug Shearer, Chairman, David O'Connor, Vice Chairman
 Marie Oliva
- Absent:** Pam Matheson
- Staff:** Coreen Moore, Town Planner
 Lisa Devaney, Asst to the Town Planner
- Public:** Louis Wilson, NAPA Auto Parts
 Douglas Beecy, Buzzards Bay Liquors
 Patrick Girouard, Cape Cod Burgers
 Yu Ying Liu, Buzzards Bay Acupressure

2014 SEP 22 PM 12 03
 TOWN CLERK'S OFFICE
 BOURNE, MASS

Meeting called to order at 9:03 am.

Item #1: Review and acceptance of minutes from March 23, 2014, April 19, 2014 and August 4, 2014.

On a motion by D. O'Connor and seconded by M. Oliva the minutes of all three meetings were approved with 3 affirmative votes.

Doug Shearer	Yes
Marie Oliva	Yes
David O'Connor	Yes

Item #2: Project Review: 71 Main Street – Cape Cod Burgers

Mr. Girouard was not present at the start of the meeting. A message was delivered that he was on his way.

Item #3: Project Review: 73 Main Street - Acupressure

Applicant Yu Ying Liu distributed handouts with photographs of the exterior of his storefront. The signs included a placard above the door, window lettering and an open sign displayed in the other window. He presented this information to the committee as a result of the compliance letter he received in the mail. He is going to apply for a permit for his existing non-permitted signs and asked the committee for input on his proposal.

D. O'Connor asked for a description of the sign above the door. It appeared to be a plastic banner tacked to some kind of rigid board. Mr. Liu confirmed that was the case and the committee reviewed that plastic signs and banners did not comply with the zoning by-law. After a short discussion, Mr. Liu agreed to have a new wood or wood-like sign made with the same graphics for above the door. He agreed to remove the banner.

Mr. Liu asked the committee to review all three signs and confirm that they were all compliant. The committee agreed that the lettering in the window and the open sign were allowed. D. Shearer added that an open flag is preferred but the sign was acceptable.

M. Oliva made a motion to accept the large sign design as presented on wood (or equivalent) and the other two as they exist. Seconded by D. O'Connor.

Doug Shearer	Yes
Marie Oliva	Yes
David O'Connor	Yes

Item #3 Project Review: 150 Main Street – Liquor Barn

No representative of Liquor Barn was present at the meeting.

M. Oliva made a motion to continue the review of Liquor Barn to the next meeting. Seconded by D. O'Connor.

Doug Shearer	Yes
Marie Oliva	Yes
David O'Connor	Yes

Item #4 Discussion

Doug Beecy of Buzzards Bay Liquors asked for clarification about the he will need to do with respect to the violation letter he received in the mail.

D. O'Connor explained that the large sign in front was grandfathered but that the small distributor signs in the front of the store and the banners in the window would have to be removed.

Mr. Beecy asked about whether the other liquor stores in Buzzards Bay will be required to comply. D. Shearer explained that the other stores had or would receive a similar letter and they would be required to comply similarly. M. Oliva reiterated the goal of the zoning bylaw and how it was supported at Town Meeting.

Louis Wilson of NAPA Auto Parts discussed with the committee that he understood and supported the by-law by removing the paper signs from his windows. He also expressed the need for the Town to make the zoning by-law easier to find on the web site so that people could easily find the guidelines. He also mentioned that he could not find and information about the Design Review Committee and its members.

C. Moore agreed that finding the information was difficult and that the Town was in the process of designing a new website. This would make the information available and it would also clearly give space to make the Design Review Committee members known to the public.

Item #4 Project Review: 71 Main Street – Cape Cod Burgers

Patrick Girouard, the owner of Cape Cod Burgers presents a revised version of his proposed sign. The new size is 40" x 60" and it will be mounted below the historic features of the façade at 71 Main Street – the old Buzzard Bay Bank Building. The sign on the awning will be removed but the awning will remain. The color is similar to the colors of his new sign. M. Oliva asked if the zip code was necessary on the sign. P. Girouard explained that the zip code is part of his branding – the other locations are distinguished by this detail.

M. Oliva made a motion to continue to approve the sign design for Cape Cod Burgers. Seconded by D. O'Connor.

Doug Shearer	Yes
Marie Oliva	Yes
David O'Connor	Yes

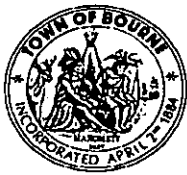
Item #5 New Business

No new business.

On a motion by David O'Connor and seconded by Marie Oliva and with all in favor it was voted to adjourn the meeting at 10:01 a.m.

Next meeting October 6, 2014

Recorded by Lisa Devaney



Douglas Shearer, Chairman
David O'Connor, Vice Chairman
Marie Oliva
Pam Matheson

TOWN OF BOURNE
Design Review Committee

TOWN HALL · 24 PERRY AVENUE
Buzzards Bay, MA 02532
Contact: Office of the Town Planner
Coreen Moore, Town Planner
cmoore@townofbourne.com
Phone: 508-759-0615 x4 * Fax: 508-759-0611

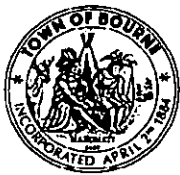


MEETING AGENDA

DATE: September 22, 2014
TIME: 9:00 am
LOCATION: Bourne Town Hall
Lower Level Conference Room
24 Perry Avenue
Buzzards Bay MA 02532

1. Review and acceptance of minutes from September 8, 2014
2. Project Review:
 - a. 41-55 Main Street – Canal Condominiums
3. Any other new business for discussion purposes only
4. Public comments

2014 SEP 18 AM 11 28
TOWN CLERK'S OFFICE
BOURNE, MASS



Douglas Shearer, Chairman
 David O'Connor, Vice Chairman
 Marie Oliva
 Pam Matheson

TOWN OF BOURNE
Design Review Committee

TOWN HALL · 24 PERRY AVENUE
 Buzzards Bay, MA 02532
 Contact: Coreen Moore, Town Planner
 cmoores@townofbourne.com
 Phone: 508-759-0615 x4 * Fax: 508-759-0611



Date Approved by
 DRC:
[Signature]
 Signed: 11/2/14

MEETING MINUTES

- Date:** September 22, 2014
- Location:** Lower Level Conference Room
 Bourne Town Hall
 24 Perry Avenue, Buzzards Bay MA 02532
- Present:** Doug Shearer, Chairman, David O'Connor, Vice Chairman
 Marie Oliva, Pam Matheson
- Staff:** Coreen Moore, Town Planner
 Lisa Devaney, Asst to the Town Planner
- Public:** Trish Maloney, Canal Place Condominium
 Anthi Frangiadis, Architect

2014 OCT 31 PM 11 48
 TOWN CLERK'S OFFICE
 BOURNE, MASS

Meeting called to order at 9:05 am.

Item #1: Review and acceptance of minutes from September 8, 2014

On a motion by D. O'Connor and seconded by M. the minutes were accepted as written. Approved.

Doug Shearer	Yes
Marie Oliva	Yes
David O'Connor	Yes
Pam Matheson	Abstain

Item #2: Project Review: 41- 55 Main Street – Canal Place Condominium

Anthi Frangiadis, Architect, presented the proposal for the work at the Canal Place Condo building. The presentation included a PowerPoint that showed the existing conditions, sketches of the façade improvements and a rendering of the paint and trim colors in the proposal. The overall project includes extensive trim replacement from wood to pvc. The sign boards are redesigned to line up with individual businesses better. The signs are standardized black with white raised lettering. The façade is being painted tan, blue. Metal framed

windows to remain dark green. One large sign is mounted on second floor of building between windows with the building name – shell themed.

Pam Matheson made a motion to accept the colors and design. Dave O'Connor seconded the motion but requested a copy of the permit once received. Approved unanimously.

Doug Shearer	Yes
Marie Oliva	Yes
David O'Connor	Yes
Pam Matheson	Yes

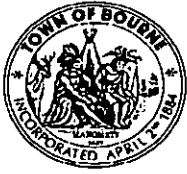
Item #3 New Business

Dave O'Connor asked if anyone noticed new signs at the Computer Store across from the Marine Life Center. Coreen Moore offered to take a look at it. Doug Shearer added that the Town needs to start the enforcement process. Businesses appear to be adding and changing signs without permit and in non-conformance of by-law.

On a motion by David O'Connor and seconded by Pam Matheson and with all in favor it was voted to adjourn the meeting at 9:50 a.m.

Next meeting November 3, 2014

Recorded by Lisa Devaney



Douglas Shearer, Chairman
David O'Connor, Vice Chairman
Marie Oliva
Pam Matheson

TOWN OF BOURNE
Design Review Committee

TOWN HALL · 24 PERRY AVENUE
Buzzards Bay, MA 02532
Contact: Office of the Town Planner
Coreen Moore, Town Planner
cmoore@townofbourne.com
Phone: 508-759-0615 x4 * Fax: 508-759-0611



MEETING AGENDA

DATE: November 3, 2014

TIME: 9:00 am

LOCATION: Bourne Town Hall
Lower Level Conference Room
24 Perry Avenue
Buzzards Bay MA 02532

1. Review and acceptance of minutes from September 22, 2014
2. Project Review:
 - a. Speedwash Sign Review
 - b. Liquor Barn Sign Review
3. Any other new business for discussion purposes only
4. Public comments

2014 OCT 30 AM 10 51
TOWN CLERK'S OFFICE
BOURNE, MASS



Douglas Shearer, Chairman
 David O'Connor, Vice Chairman
 Marie Oliva
 Pam Matheson

TOWN OF BOURNE
Design Review Committee

TOWN HALL · 24 PERRY AVENUE
 Buzzards Bay, MA 02532
 Contact: Coreen Moore, Town Planner
cmoore@townofbourne.com
 Phone: 508-759-0615 x4 * Fax: 508-759-0611



Date Approved by
 DRC: 11/17/14
 Signed: *cm*

MEETING MINUTES

- Date:** November 3, 2014
- Location:** Lower Level Conference Room
 Bourne Town Hall
 24 Perry Avenue, Buzzards Bay MA 02532
- Present:** Doug Shearer, Chairman, David O'Connor, Vice Chairman
 Marie Oliva, Pam Matheson
- Staff:** Coreen Moore, Town Planner
 Lisa Devaney, Asst to the Town Planner
- Public:** Jay Bovarnick, Speedwash

2014 DEC 11 PM 2 09
 TOWN CLERK'S OFFICE
 BOURNE, MASS

Meeting called to order at 9:08 am.

Item #1: Review and acceptance of minutes from September 22, 2014

On a motion by D. O'Connor and seconded by P. Matheson the minutes were accepted as written. Approved.

Doug Shearer	Yes
Marie Oliva	Yes
David O'Connor	Yes
Pam Matheson	Yes

Item #2: Project Review: Speedwash Sign Proposal

Jay Bovarnick, owner of Speedwash, presented a color rendering of the new sign for Speedwash. (see attached).

The group like the design of the sign but was concerned that the overall height was not in compliance with the by-law. As proposed, the sign was 96" tall – 24" taller than could be approved. Several options to lower the sign were discussed. The structural integrity of the sign did not allow the band below the round sign to be removed. Making the sign smaller was not a preferred option for the owner. The possibility of filing for a variance was discussed. The lines of sight

coming in both directions by car was discussed and it was agreed that a 6' sign would be visible. The owner agreed to re-design the sign area (vegetation and hardscape) and limit the sign height to 6'.

P. Matheson made a motion to accept the sign proposal as presented with a limit on the height of 72". D. O'Connor seconded the motion. Approved unanimously.

Doug Shearer	Yes
Marie Oliva	Yes
David O'Connor	Yes
Pam Matheson	Yes

Item #3 Project Review: Liquor Barn

Dennis White, the owner of Liquor Barn was not available for the meeting. There was an informal discussion of his sign proposal. The committee would prefer a sign with less text below the graphic. They also discussed the need to bring the entire site into compliance with respect to the cardboard signs in the windows and on the fence. A copy of the notes from the Town Planner's review of the project along with these notes will be sent to Mr. White.

M. Oliva made a motion to continue this item until the next meeting. Seconded by P. Matheson. Approved unanimously.

Doug Shearer	Yes
Marie Oliva	Yes
David O'Connor	Yes
Pam Matheson	Yes

Item #4 New Business

D. O'Connor opened the discussion by pointing out that there are some businesses that require enforcement of the by-law. Notably, the flags at NASR/Yummy Yo and Bay Auto at West Circle are new and do not comply with the by-law. C. Moore updated the committee on the status of her new hire which includes a portion of time dedicated to sign enforcement. The committee was encouraged about this development and decided to notify these two businesses one more time of the impending penalties of non-compliance. D. O'Connor will prepare these letters and send a draft to committee members before sending.

On a motion by David O'Connor and seconded by Pam Matheson and with all in favor it was voted to adjourn the meeting at 10:01 a.m.

Next meeting November 17, 2014

Recorded by Lisa Devaney



Douglas Shearer, Chairman
David O'Connor, Vice Chairman
Marie Oliva
Pam Matheson

TOWN OF BOURNE
Design Review Committee

TOWN HALL · 24 PERRY AVENUE
Buzzards Bay, MA 02532
Contact: Office of the Town Planner
Coreen Moore, Town Planner
cmoore@townofbourne.com
Phone: 508-759-0615 x4 * Fax: 508-759-0611



2014 NOV 10 AM 9 37

TOWN CLERK'S OFFICE
BOURNE, MASS

MEETING AGENDA

DATE: November 17, 2014

TIME: 9:00 am

LOCATION: Bourne Town Hall
Lower Level Conference Room
24 Perry Avenue
Buzzards Bay MA 02532

1. Review and acceptance of minutes from November 3, 2014
2. Project Review:
 - a. 95A Main Street – Trevor Watson (Trevor's)
 - b. 150 Main Street – Dennis White (Liquor Barn)
3. Group discussions and actions
 - a. Status update on enforcement of sign by-law.
4. Any other new business for discussion purposes only
5. Public comments



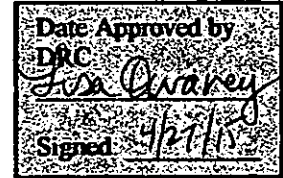
Douglas Shearer, Chairman
David O'Connor, Vice Chairman
Marie Oliva
Pam Matheson

TOWN OF BOURNE
Design Review Committee

TOWN HALL · 24 PERRY AVENUE
Buzzards Bay, MA 02532
Contact: Coreen Moore, Town Planner
cmoore@townofbourne.com
Phone: 508-759-0615 x4 • Fax: 508-759-0611



NO MEETING MINUTES



Date: December 8, 2014

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

Present:

Staff:

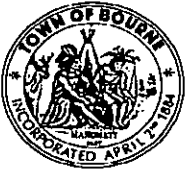
Public:

Meeting was cancelled prior to actual meeting date, due to no quorum.

Next meeting December 15, 2014

Recorded by Coreen Moore

2015 APR 27 AM 9 35
TOWN CLERK'S OFFICE
BOURNE, MASS



Douglas Shearer, Chairman
David O'Connor, Vice Chairman
Marie Oliva
Pam Matheson

TOWN OF BOURNE
Design Review Committee

TOWN HALL · 24 PERRY AVENUE
Buzzards Bay, MA 02532
Contact: Office of the Town Planner
Coreen Moore, Town Planner
cmoore@townofbourne.com
Phone: 508-759-0615 x4 * Fax: 508-759-0611



MEETING AGENDA

DATE: December 15, 2014
TIME: 9:00 am
LOCATION: Bourne Town Hall
Lower Level Conference Room
24 Perry Avenue
Buzzards Bay MA 02532

2014 DEC 11 AM 9 52
TOWN CLERK'S OFFICE
BOURNE, MASS

1. Review and acceptance of minutes from November 17, 2014
2. Project Review:
 - a. 150 Main Street – Trevor Watson (Trevor's)
 - b. 225 Main Street – Steve White (Owner Betty Ann's)
Anthi Frangiadis (Architect)
3. Any other new business for discussion purposes only
4. Public comments

MEETING NOTICE

Energy Advisory Committee (EAC)
Wednesday, January 8, 2014
7:00 PM
Bourne Middle School

2014 JAN 6 AM 9 01
TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting Agenda:

- 1) Approval of Minutes
- 2) Energy Manager Grant Opportunity
<http://www.mass.gov/eea/pr-2013/energy-manager-funding.html>
- 3) Update on activities in Bourne:
CVEC PV installations updates
CLC/Rise: Municipal Building Visits
Energy audit report and contract
- 5) Energy efficiency savings at new facilities building
- 6) Update on power purchase proposals
- 7) Outreach events/activities update on presentation from Energy Savers
- 8) CLC Update
- 9) Cape and Vineyard Electric Co-Op. Update
- 10) Plans for 2014

**Energy Advisory Committee
Minutes of January 8, 2014
Bourne Middle School, Administrative Room
Bourne, MA 02532**

Liz Caporelli, Chairman
Bob Schofield, Vice-Chairman
Allyson Bizer-Knox, Clerk (excused)
Thomas Gray Curtis
Chris Kapsambelis
Paul O'Keefe
Frank Kodzis

Richard Elrick, Bourne Energy Coordinator
John Nelson, Facilities Director

Documents

Meeting called to order
7:08 pm by Chm. Caporelli

Approval of Minutes including any past meetings
Schofield MOVED and SECONDED by Kodzis to approve minutes of 11/13/13 as amended by Curtis.
Unanimous vote.

Schofield MOVED and SECONDED by Curtis to approve minutes of 12/11/13 as submitted. Unanimous vote.

Energy Manager Grant Opportunity
Mr. Elrick briefly reviewed the grant application of Energy Manager. The application deadline is 2/14/14.

Mr. Elrick currently is paid for 10 hours for Bourne. The grant would increase his hours by another 10 hours for a total of 20 hours. He will send application to the committee for review and input before submitting by the February deadline. Chm. Caporelli suggested Mr. Nelson and Mr. Elrick meet to discuss the application.

Chm. Caporelli to draft letter on behalf of the committee in support of Mr. Elrick's position.

Update on activities in Bourne
-CVEC PV installations updates

Mr. Elrick said the solar panels are installed at this time at the Community Building. The work was done by Broadway Electric.

-CLC/Rise: Municipal Building Visits

Fire station - Mr. Nelson said he is considering a company that would add the same system as the Town Hall and the Library while he is still waiting to hear from Rise.

Mr. Elrick and Mr. Nelson moved through the parking lot lights through the Cape Light Compact.

Energy efficiency savings at new facilities building

Mr. Nelson briefly reviewed the energy savings which included lighting, energy recovery effectiveness, and high-performance heat for the storage room.

Power purchase

Mr. Elrick reported developer has to spend \$11,000 is to reserve space in the net metering project for the 3.5 megawatt project.

Outreach events/activities update on presentation from Energy Savers

None.

Cape Light Compact (CLC) update

Schofield said there is a slight change in the LED streetlights. There is a new light head which has better qualities than the original trial lights – the color will be more pleasing, lumens can be changed in each fixture which includes a timer and different settings and a 10-year warranty on the lights. With the original quotation and the new heads, there is a 70% savings. The CLC is in the process of taking public comment to update the charter.

CVEC update

Mr. Nelson will be the CVEC representative and will attend the next CVEC meeting.

Public comment

None.

Next meeting

2/12/14 – BMS

Adjourn

Schofield MOVED and SECONDED by Curtis to adjourn. Meeting adjourned at 8:15 P.M. Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.

2014 FEB 10 PM 3 21

Selectmen's Energy Advisory Committee
Meeting Notice
TOWN CLERK'S OFFICE
BOURNE, MASS

Energy Advisory Committee
Wednesday, 2/12/14
Bourne Middle School
7:00 PM

Meeting Agenda

- 1) Approval of Minutes
- 2) Energy Manager Grant Opportunity Application
- 3) Update on activities in Bourne:
 - CVEC PV installations updates
 - CLC/Rise: Municipal Building Visits
 - Energy audit report and contract
- 5) Energy efficiency savings at new facilities building
- 6) Update on power purchase proposals
- 7) Outreach events/activities update on presentation from Energy Savers
- 8) CLC Update
- 9) Cape and Vineyard Electric Co-Op. Update
- 10) Plans for 2014

**Energy Advisory Committee
Minutes of February 12, 2014
Bourne Middle School
Bourne, MA 02532**

Liz Caporelli, Chairman
Bob Schofield, Vice-Chairman
Allyson Bizer-Knox, Clerk
Thomas Gray Curtis
Chris Kapsambelis
Paul O'Keefe
Frank Kodzis (absent)

Richard Elrick, Bourne Energy Coordinator
Jon Nelson, Facilities Director (absent)

Documents

Meeting called to order

7:11 pm by V. Chm. Schofield

Approval of Minutes including any past meetings

O'Keefe MOVED and SECONDED by Curtis to approve minutes of 1/8/14 as amended.
UNANIMOUS VOTE.

Energy Manager Grant Opportunity Application

Mr. Elrick submitted the grant application today (2/12/14). There are about 20 applications from the State. TA Guerino had to remove his position from the FY15 budget. The application is for 15 hours at \$30/hour.

Update on activities in Bourne

-CVEC PV installations updates

Round 2 – Broadway Electric went out of business. The expectation is that S&G Capital moves forward with most of these projects. The Community Center roof project is fully installed and is waiting to be connected.

-CLC/Rise: Municipal Building Visits

The Library has had some issues with the new boiler system. Rise Engineering didn't thoroughly scope out the job initially. Mr. Nelson will put together a list of issues and arrange to discuss with Rise.

2014 DEC 1 AM 8 33
TOWN CLERK'S OFFICE
BOURNE, MASS

Energy efficiency savings at new facilities building

None.

Update on power purchase proposals

Schofield spoke with TA Guerino and the Holliston project will be on-line before Dartmouth one. Mr. Elrick will look into what town was awarded Plymouth.

Outreach events/activities update on presentation from Energy Savers

Bizer-Knox reported a recent energy fair. Bizer-Knox suggested putting monies towards advertisements as outreach events. Mr. Elrick suggested this be an area of focus for the next agenda.

Cape Light Compact (CLC) update

With regard to the streetlights, the set up will be done in May which will give significant savings to the town.

There is a total of 357 energy audits in the town of Bourne.

Schofield will talk with Energy Star with regard to the newest Senior Housing project. Mr. Elrick will check with Sallie Riggs.

CVEC update

None at this time.

Public comment

None.

Next meeting

A meeting is tentatively scheduled for 3/12/14 – BMS

Adjourn

Kapsambelis MOVED and SECONDED by Bizer-Knox to adjourn. Meeting adjourned at 8:30 pm. Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.

Chapman, Wendy

From: Lisa Groezinger [lgroezinger@gmail.com]
Sent: Monday, April 07, 2014 11:07 AM
To: Meier, Marie
Cc: Chapman, Wendy; Johnson, Barry
Subject: ENERGY ADVISORY COMMITTEE - TO POST

Hello - please post. Thank you! ~Lisa

MEETING NOTICE
ENERGY ADVISORY COMMITTEE
WED. 4/9/14
7:00 PM - 9:00 PM
BOURNE MIDDLE SCHOOL

MEETING AGENDA

- 1) Approval of Minutes
- 2) Update on Grant Funding for Energy Coordinator Position
- 3) Update on activities in Bourne:
 - CVEC PV installations updates
 - CLC/Rise: Municipal Building Visits
 - Energy audit report and contract
 - Solarize Bourne numbers
- 5) Energy efficiency savings at new facilities building- CLC opportunities
- 6) Update on power purchase proposals
- 7) Outreach events/activities update on presentation from Energy Savers
- 8) CLC Update
- 9) Cape and Vineyard Electric Co-Op. Update

2014 APR 7 AM 11 51
TOWN CLERK'S OFFICE
BOURNE, MASS

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"The only gift is a portion of thyself." - Ralph Waldo Emerson

9 

**Energy Advisory Committee
Minutes of April 14, 2014
Bourne Middle School
Bourne, MA 02532**

Liz Caporelli, Chairman (absent)
Bob Schofield, Vice-Chairman
Allyson Bizer-Knox, Clerk (absent)
Thomas Gray Curtis (absent)
Chris Kapsambelis
Paul O'Keefe
Frank Kodzis

Richard Elrick, Bourne Energy Coordinator
Jon Nelson, Facilities Director (absent)

Documents

-

Meeting called to order
7:07 pm by V. Chm. Schofield

Approval of Minutes including any past meetings
Defer to the next meeting.

Update on Grant Funding for Energy Coordinator Position
Mr. Elrick spoke to his State contact and was told no grant has been awarded at this time.

Update on activities in Bourne:

CVEC PV installations updates

The Community Building - Fishback & Moore is taking over from the now defunct Broadway Electric. The Board of Trustees received an update from Mr. Nelson at their last meeting. The roof warranty has been suspended, but the Community Center will be back and running properly.

CLC/Rise: Municipal Building Visits

The Jonathan Bourne Library - Mr. Elrick and Mr. Nelson met with the design engineer from Energy Management Systems with regard to the heating/cooling system. It was a productive meeting and the library will be back and running properly.

Energy audit report and contract

Bourne received \$5,000 in grant monies for an electric plug-in vehicle. TA Guerino allotted \$29,000+. The Ford Fusion is \$900 over the allotted amount. To bring the cost down, it was suggested a town vehicle trade-in.

2014 JUN 26 PM 11 37
TOWN CLERK'S OFFICE
BOURNE, MASS

Solarize Bourne numbers

Bourne systems installed totaled \$492,657.

Energy efficiency savings at new facilities building - CLC opportunities

Mr. Nelson is at a CPC hearing tonight.

Update on power purchase proposals

Blue Wave - Dartmouth completed studies and it was determined that the review of reliability impacts don't constitute a significant adverse reaction. Savings will come in the second quarter from Blue Wave - Holliston (56 Chestnut Street).

Outreach events/activities update on presentation from Energy Savers

Bourne Earth Day open house 4/19/14 with the Bourne Recycling Committee. There is also a recycling day on 4/24/14 at the Bourne Public Library.

CLC Update

The town spends \$97,000 in electricity for streetlights. With the new LED installation, the cost was reduced to \$34,000.

Cape and Vineyard Electric Co-Op. Update

None.

Public comment

None.

Next meeting

A meeting is tentatively scheduled for 5/14/14 – BMS

Adjourn

O'Keefe MOVED and SECONDED by Kodzis to adjourn. Meeting adjourned at 8:15 pm. Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.

DRAFT

**Energy Advisory Committee
Minutes of April 9, 2014
Bourne Middle School
Bourne, MA 02532**

Liz Caporelli, Chairman (absent)
Bob Schofield, Vice-Chairman
Allyson Bizer-Knox, Clerk (absent)
Thomas Gray Curtis (absent)
Chris Kapsambelis
Paul O'Keefe
Frank Kodzis

2014 JUL 30 AM 10 42
TOWN CLERK'S OFFICE
BOURNE, MASS

Richard Elrick, Bourne Energy Coordinator
Jon Nelson, Facilities Director (absent)

Documents

Meeting called to order

7:07 pm by V. Chm. Schofield

Approval of Minutes including any past meetings

Defer to the next meeting.

Update on Grant Funding for Energy Coordinator Position

Mr. Elrick spoke to his State contact and was told no grant has been awarded at this time.

Update on activities in Bourne:

CVEC PV installations updates

The Community Building - Fishback & Moore is taking over from the now defunct Broadway Electric. The Board of Trustees received an update from Mr. Nelson at their last meeting. The roof warranty has been suspended, but the Community Center will be back and running properly.

CLC/Rise: Municipal Building Visits

The Jonathan Bourne Library - Mr. Elrick and Mr. Nelson met with the design engineer from Energy Management Systems with regard to the heating/cooling system. It was a productive meeting and the library will be back and running properly.

Energy audit report and contract

Bourne received \$5,000 in grant monies for an electric plug-in vehicle. TA Guerino allotted \$29,000+. The Ford Fusion is \$900 over the allotted amount. To bring the cost down, it was suggested a town vehicle trade-in.

Solarize Bourne numbers

Bourne systems installed totaled \$492,657.

Energy efficiency savings at new facilities building - CLC opportunities

Mr. Nelson is at a CPC hearing tonight.

Update on power purchase proposals

Blue Wave - Dartmouth completed studies and it was determined that the review of reliability impacts don't constitute a significant adverse reaction. Savings will come in the second quarter from Blue Wave - Holliston (56 Chestnut Street).

Outreach events/activities update on presentation from Energy Savers

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CLC Update

The town spends \$97,000 in electricity for streetlights. With the new LED installation, the cost was reduced to \$34,000.

Cape and Vineyard Electric Co-Op. Update

None.

Public comment

None.

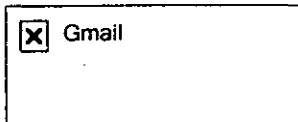
Next meeting

A meeting is tentatively scheduled for 5/14/14 – BMS

Adjourn

O'Keefe MOVED and SECONDED by Kodzis to adjourn. Meeting adjourned at 8:15 pm.
Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.



Lisa Groezinger <lgroezinger@gmail.com>

EAC agenda - TO POST

1 message

Lisa Groezinger <lgroezinger@gmail.com>
To: lgroezinger@gmail.com

Sat, May 10, 2014 at 8:33 AM

MEETING NOTICE

Energy Advisory Committee (EAC)
Wednesday, May 14, 2014
7:00 PM
Bourne Middle School

Meeting Agenda:

- 1) Approval of Minutes
- 2) Energy Coordinator Grant and Activities
- 3) Update on activities in Bourne:
 - CVEC PV installations updates
 - CLC/Rise: Municipal Bldg Visits
 - Energy audit report & contract
- 4) New facilities building- CLC opportunities
- 5) Update on power purchase proposals
- 6) Outreach events/activities update on presentation from Energy Savers
- 7) CLC Update
- 8) Cape and Vineyard Electric Co-Op. Update

2014 MAY 12 AM 8 39
TOWN CLERK'S OFFICE
BOURNE, MASS

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Energy Advisory Committee
Notes of May 13, 2014
Bourne Middle School
Bourne, MA 02532

Liz Caporelli, Chairman
Bob Schofield, Vice-Chairman (absent)
Allyson Bizer-Knox, Clerk
Thomas Gray Curtis
Chris Kapsambelis (absent)
Paul O'Keefe
Frank Kodzis

Richard Elrick, Bourne Energy Coordinator
Jon Nelson, Facilities Director

2014 AUG 8 AM 11 20
TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting called to order
7:07 pm by Chm. Caporelli – defer to next meeting.

Approval of Minutes including any past meetings
Defer to the next meeting.

Energy Coordinator Grant and Activities

A grant was awarded for the Energy Coordinator and begins 7/1/14. Funding for the position is about \$24,000; the town is responsible for 5%. Expectations include: 1) K-12 community-wide education; 2) The filing of two (2) annual reports. He has been contacted to attend workshops for Energy Managers. Lastly, there is a grant contract to fill out and expects to have sometime in June.

Evolution Energy has contacted Mr. Elrick with regard to an Integrated Solar Roofing System which pays for 70% of roof replacement and 100% of solar in exchange for a 15 year PPA; 30% of which is paid for the town.

Update on activities in Bourne:

- **CVEC PV installations updates**

CVEC is moving forward and received the go ahead from the COA governing board for the Community Building.

- **CLC/Rise: Municipal Building Visits**

There has not much progress since the last meeting; they are working out issues with the Library and are ready to come back to repair; they are currently waiting for parts to come in.

- **Energy audit report and contract**

Mr. Elrick is the President of the Cape and Islands Self Reliance organization which the main focus is credits at this time.

Solarize Bourne numbers

A Prius vehicle was purchased by the town and available in August; the out of pocket cost was \$24,500.

New facilities building – CLC opportunities

None.

Update on power purchase proposals

None.

Outreach events/activities update on presentation from Energy Saver

Miss Lucy Knox is in 7th grade at the Middle School has been involved with the Energy Savers for 3 years. They are organizing an Energy Explore at Peebles before the end of the school year.

Mrs. Evens and Mr. Camp are the two teachers involved. Energy Savers participated in a Bioplastic Program which involved a recipe that was made from a mixture of auger, glycerin, vinegar, water and cornstarch. This mixture is mixed into a pot and spread out on a table and left to dry for a week which turns into plastic which dissolves in water.

WHOI employee came to the school demonstrating that our atmosphere has building up of carbon and then released into the atmosphere.

CVEC Update

CVE is looking to cash out all the net metering accounts larger than 1 megawatt.

Public comment

O'Keefe suggested the Committee review the Energy Policy.

Mr. Elrick suggested looking at the Green Communities Act.

O'Keefe suggested speaking with Esco to look at the buildings and upgrades to bring mechanical systems up-to-snuff.

Next meeting

A meeting is tentatively scheduled for July, 2014.

Adjourn

O'Keefe moved and seconded by Kodzis to adjourn. Meeting adjourned at 8:00 pm. Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.

MEETING NOTICE

ENERGY ADVISORY COMMITTEE (EAC)

WEDNESDAY, 6/25/14

COMMUNITY BUILDING ROOM 3, MAIN STREET BUZZARDS BAY

7:00 pm

Meeting Agenda:

1) Approval of Minutes

2) Energy Coordinator Grant and Activities

3) Update on activities in Bourne:

> CVEC PV installations updates

> CLC/Rise: Municipal Building Visits

> Energy audit report and contract

4) New facilities building- CLC opportunities

5) Update on power purchase proposals

6) Outreach events/activities update on presentation from Energy Savers

7) CLC Update

8) Cape and Vineyard Electric Co-Op. Update

2014 JUN 16 AM 8 35
TOWN CLERK'S OFFICE
BOURNE, MASS

25
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Energy Advisory Committee
Notes of June 24, 2014
Bourne Middle School
Bourne, MA 02532

Liz Caporelli, Chairman
Bob Schofield, Vice-Chairman
Allyson Bizer-Knox, Clerk (absent)
Thomas Gray Curtis
Chris Kapsambelis
Paul O'Keefe
Frank Kodzis

Richard Elrick, Bourne Energy Coordinator
Jon Nelson, Facilities Director

2014 AUG 8 AM 11 20
TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting called to order

7:07 pm by Chm. Caporelli – defer to next meeting.

Approval of Minutes including any past meetings

Schofield moved and seconded by Kodzis to approve minutes of 4/14/14 as amended.
Unanimous vote (abstention from Caporelli).

Energy Coordinator Grant and Activities

Mr. Elrick – TA Guerino added a line item from his department in the amount of \$2,100 to honor the town's 10% cost for the grant position. The hours of the Energy Coordinator will be 15 hours a week.

Evolution Energy out of Texas specializes in integrated solar roofing. They are looking for a 15-year commitment and a project start date as early as this fall. Mr. Elrick conducted a site visit of the high school with Mr. Nelson, Mr. Ed Donohue and the vendor. Evolution Energy has done work in Athol, MA. Kapsambelis indicated interest if any site visits are planned to Athol.

Update on activities in Bourne:

- **CVEC PV installations updates**

The Community Building's roof solar panels project has been completed and waiting for NSTAR hook up. Mr. Nelson is waiting for the Rise Engineering contact for a walk through.

The Public Library is waiting for a sensor.

- **CLC/Rise: Municipal Building Visits**

New program for non-profits and/or town energy committees to enlist residents to new behavioral feedback program. The benefit for the committee is receiving \$15 per resident.

Mr. Elrick sent an email to Barnstable Town Counsel and in his opinion, there is potential of a conflict of interest. Mr. Elrick sent said email to Bourne Town Counsel. It seems more complicated and has to determine if we want to participate.

Mr. Elrick discussed an email he sent to the committee with regard to House Bill 4185. The argument SREC is saying what is proposed is not the answer and a disincentive for new solar generation. He urges the committee to read the bill.

New Facilities Building – CLC opportunities

No new information but is still working with numbers for continuing to reduce costs.

CLC Update

CLC is currently 6 weeks out for residential audits. Conservation out of Sandwich can also do the audits.

Keefe suggested to Mr. Elrick a program for replacing florescent light bulbs in town with LEDs. Mr. Elrick will do what he can do as far as identifying building lights and fill out application before Tuesday's application deadline. The florescent lights should be brought to the landfill.

Mr. Schofield discussed incentive for purchasing a qualified energy star clothes dryer and receive a \$200 rebate. There is incentive to replace an electric heat pump with a rebate of \$750.

Update on power purchase proposals

SREC 1 in Holliston is 2 megawatts and 9 cents kw/hr. Dartmouth is 1 megawatts and 11.25 cents for kw/hr.

Outreach events/activities update on presentation from Energy Saver

None at this time.

CVEC Update

Mr. Nelson reported having 10 projects in Schedule C.

Public comment

None at this time.

Next meeting

8/18/14 –

Adjourn

Gray moved and seconded by Kapsambelis to adjourn. Meeting adjourned at 8:15 pm. Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.

MEETING NOTICE

**Energy Advisory Committee
8/13/14
Bourne Community Building
7:00 PM**

Agenda Items:

Meeting Called to Order

Approval of Minutes

Energy Coordinator Grant and Activities

CLC Energy Pilot Program – Behavior Initiative

CLC Update

Cape and Vineyard Electric Co-Op Update

Liz Caporelli, Chairman

2014 AUG 11 AM 8 57
TOWN CLERK'S OFFICE
BOURNE, MASS.

Johnson, Barry

From: Lisa Groezinger <lgroezinger@gmail.com>
Sent: Monday, October 6, 2014 9:02 AM
To: Meier, Marie
Cc: Johnson, Barry; Chapman, Wendy
Subject: EAC meeting agenda - TO POST

2014 OCT 6 AM 9 02
TOWN CLERK'S OFFICE
BOURNE, MASS

MEETING NOTICE

WHO: ENERGY ADVISORY COMMITTEE
WHEN: 10/8/14
WHERE: Bourne Middle School
TIME: 7:00 PM

Meeting Agenda:

- 1) Approval of Minutes
- 2) Energy Coordinator Grant and Activities
- 3) CLC Energy Pilot Program - Behavior Initiative
- 4) Update on activities in Bourne
- 5) CLC Update
- 6) Cape and Vineyard Electric Co-Op. Update

Elizabeth Caporelli
Chairman

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"Happiness is when you think, what you say and what you do are in harmony." – Mahatma Gandhi

MEETING NOTICE

**ENERGY ADVISORY COMMITTEE
DECEMBER 9, 2014
BOURNE MIDDLE SCHOOL
7:00 PM**

MEETING AGENDA

- 1. APPROVAL OF PREVIOUS MEETING MINUTES**
 - 2. ENERGY COORDINATOR GRANT AND ACTIVITIES**
 - 3. CLC ENERGY PILOT PROGRAM – BEHAVIOR INITIATIVE**
 - 4. UPDATE ON ACTIVITIES IN BOURNE**
 - 5. CLC UPDATE**
 - 6. CAPE AND VINEYARD ELECTRIC CO-OP UPDATE**
-

2014 DEC 9 AM 9 55
TOWN CLERK'S OFFICE
BOURNE, MASS