

ANNIE Wolschuh
8-23-13

2013

Meeting Notices

Bourne Water District

Buzzards Bay Water District

By-law Committee

Capital Outlay

Community Preservation Committee

Conservation Commission

Council on Aging

Cultural Council



2013 JAN 7 AM 10 34

BORNE WATER DISTRICT

TOWN CLERK'S OFFICE

211 Barlow's Landing Road, P.O. Box 1447

Pocasset, Massachusetts 02559

508-564-2594 FAX Number 508-564-4661

013 JAN 7 AM 10 34
TOWN CLERK'S OFFICE
BORNE, MASS

*McCarthy
Not Stamp*

**MEETING NOTICE
BORNE WATER DISTRICT BOARD OF WATER
COMMISSIONERS
TUESDAY, JANUARY 8, 2013**

Meeting to convene at 8:30 A.M.
Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

AGENDA
Regular Session

NEW BUSINESS

1. Preliminary budget discussion
2. Keith Mann to discuss energy credits

SUPERINTENDENT'S REPORT

To Town Clerk Please Post: Faxed 1/04/2013 8:25 AM

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING – JANUARY 8, 2013**

2013 MAR 1 AM 9 04

TOWN CLERK'S OFFICE
BOURNE, MASS

THE MEETING WAS DULY POSTED

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT COMMISSIONERS BRIAN HANDY, PETER WAY AND MICHAEL LYONS, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

THE BOARD SIGNED THE MINUTES OF THE PREVIOUS MONTHS MEETING, THE WEEKLY WARRANT AND THE DECEMBER COMMITMENT AND ABATEMENTS

KEITH MANN OF FUTURE GENERATION WIND, LLC (FGW) AND CARLOS PINEDA OF FORESIGHT RENEWABLE SOLUTIONS JOINED THE MEETING.

MR. MANN STATED THAT HE IS SPONSORING A PROJECT IN PLYMOUTH OFF OF ROUTE 25 THAT WAS SET UP BY THE D.P.U. IN ORDER TO BENEFIT PUBLIC ENTITIES BY NET METERING. HE IS PLANNING TO INSTALL FOUR WIND TURBINES ON HIS PROPERTY, MANN FARMS. AND THOSE WHO HAVE SIGNED A TWENTY YEAR CONTRACT COULD BUY THE ENERGY CREDITS AT A LOWER RATE THAN THAT OF NSTAR BY APPROXIMATELY 20-30%. AT THIS POINT THE TOWN OF MARION, THE TOWN OF ROCHESTER, OLD ROCHESTER REGIONAL SCHOOL DISTRICT HAVE SIGNED UP AND THE UPPER CAPE TECH AND OLD COLONY TECH HAVE VOTED TO SIGN ON.

MR. WAY ASKED WHAT THE TIME FRAME FOR THE PROJECT WOULD BE. MR. MANN STATED THAT THEY HAVE HAD A MET TOWER INSTALLED FOR THREE YEARS IN ORDER TO MONITOR THE WIND AND WHAT CAN BE PRODUCED. THE VARIATION FROM YEAR TO YEAR WAS VERY SMALL. THE BANKS NEED THOSE NUMBERS TO FINANCE THE PROJECT AS WELL INVESTMENT GRADE ENTITIES TO SIGN ON TO BUY THE CREDITS.

THERE WOULD BE A TWENTY YEAR CONTRACT WITH A 5 YEAR OPTION TO EXTEND. FGW WOULD OFFER A 20-30% DISCOUNT BELOW THE GI RATE WITH A FLOOR AT 11.5 CENT/KWH WHICH INCLUDES THE ENERGY, TRANSPORTATION AND DISTRIBUTION. THE RISK IS THAT IF THE RATE DROPS BELOW THE MINIMUM YOU WOULD PAY MORE FOR THE CREDIT THAT IT IS WORTH. THE COST IS AT A 20 YEAR LOW AND WE ANTICIPATE WILL RISE GOING FORWARD. YOU WOULD BE LOCKED IN AT THE LOWER RATE.

WE WOULD KEEP A TRACK ACCOUNT IN CASE THERE IS A DEFICIT AND KEEP THE FLOOR THE SAME UNTIL THE DEFICIT IS ACCOUNTED FOR. AS THE GI RATE GOES UP YOU WOULD STAY AT THE FLOOR UNTIL PRICES GO BACK UP.

MR. WAY ASKED WHAT WOULD HAPPEN IF THERE WAS A DEFICIT AT THE END OF THE CONTRACT. MR. PINEDA STATED THERE WOULD BE NEGOTIATIONS ON THE FINAL VALUE.

MR. MANN STATED THAT NET METERING IS LIMITED TO 3% OF NSTAR'S LOAD. THIS IS SET UP BY THE STATE FOR PUBLIC ENTITIES AND THERE ARE ENOUGH PROJECTS TO FILL THE 3%. THERE WOULD BE A POWER PURCHASE AGREEMENT AND YOU CAN PICK AN AMOUNT OF CREDITS TO BUY WHICH CAN BE ADJUSTED UP OR DOWN TWICE A YEAR. THE CREDITS CAN BE SOLD TO ANOTHER PUBLIC ENTITY AS LONG AS THEY ARE APPROVED. THE IDEA IS TO GET CLOSE TO THE CEILING BUT NOT OVER.

MRS. WARD ASKED IF IN SIGNING THE CONTRACT THERE WAS ANY OTHER COSTS OR OBLIGATIONS OTHER THAN PURCHASING THE CREDITS. MR. MANN STATED THAT THERE ARE NO OTHER COSTS. THERE IS NO UP FRONT COST OR LIABILITY FOR THE PROJECT. YOU ARE BUYING THE END PRODUCT.

MR. HANDY ASKED HOW CLOSE THEY WERE TO GOING FORWARD. MR. MANN STATED THAT 1/3 OF THE CREDITS WERE SOLD AND THERE WAS A BUYER INTERESTED IN THE REST. IT REALLY IS A FIRST COME, FIRST SERVE SITUATION. AN OPTIMISTIC TIME FRAME WOULD BE THE END OF 2013 BUT A MORE REALISTIC TIME FRAME IS THE MIDDLE OF 2014 FOR EVERYTHING TO BE UP AND RUNNING.

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING - JANUARY 8, 2013**

MR. LYONS ASKED IF EVERYONE WHO PARTICIPATES HAS TO BE WITH NSTAR AND BE A PUBLIC ENTITY. MR. MANN STATED THAT THEY DID. THE PROGRAM IS FOR SOUTHEASTERN MASS AND THE AREA RUNS FROM KINGSTON TO WESTPORT AND ALL OF CAPE COD. MR. LYONS ASKED IF THERE WAS A CONTRIBUTION FROM THE PROGRAM FROM THE STATE. MR. PINEDA STATED THAT THERE WAS NO MONEY FROM THE STATE. THEY MAY HAVE SOME ADMINISTRATIVE COSTS BUT THE UTILITIES ARE FORCED TO PURCHASE POWER AT A RETAIL RATE. THE 3% IS A COMPROMISE TO SUPPORT RENEWABLE ENERGY.

THE BOARD SAID THEY WOULD TAKE THE PROPOSAL UNDER ADVISEMENT AND MR. MANN AND MR. PINEDA LEFT THE MEETING AT 9:45AM.

MR. HANDY STATED THAT HE WOULD LIKE MR. CAMPBELL TO SPEAK WITH THE CONTACT AT THE TOWN OF MARION TO GET THEIR TAKE ON THE PROJECT. MRS. WARD STATED THAT SHE WOULD CHECK WITH GLACIAL ENERGY AS OUR CONTRACT WITH THEM AT THE LOCKED IN RATE OF .06554/KWH RUNS OUT IN MAY. SHE SAID SHE WOULD FIND OUT IF THE CREDITS WOULD APPLY TO BOTH GLACIAL AND NSTAR BILLS.

MR. WAY LEFT THE MEETING AT 9:50AM.

AFTER SOME DISCUSSION THE BOARD VOTED TO GO AHEAD WITH FGW IF THE CONVERSATION WITH MARION WAS FAVORABLE AND IF THE CREDITS CAN BE APPLIED IN A WAY THAT BEST BENEFITS THE DISTRICT.

MRS. WARD GAVE THE BOARD A PRELIMINARY BUDGET FOR FY14. SHE SAID SHE CALCULATED THE PRELIMINARY BUDGET WITH A 3% COLA AND LEFT THE AMOUNT IN THE SALARY BUDGET TO REPLACE MR. MONTVILLE IF THE BOARD SO DESIRED. THE BOARD WOULD NEED TO DECIDE ON A COST OF LIVING, IF IT WAS TO BE GIVEN, AS WELL AS WHETHER WE WILL BE HIRING A REPLACEMENT SO THE BUDGET CAN REFLECT THAT. THE RATES FOR HEALTH INSURANCE HAVE NOT BEEN PUBLISHED YET BUT SHE IS EXPECTING THAT INFORMATION AT THE FEBRUARY CCMHG MEETING AND WOULD LIKE TO SCHEDULE THE FEBRUARY COMMISSIONER'S MEETING AFTER THAT SO THAT SHE COULD PRESENT A MORE FINALIZED BUDGET AT THAT TIME. THE BOARD AGREED AND SAID TO KEEP THE 3% COLA IN THE BUDGET FOR NOW.

MR. HANDY QUESTIONED THE MONEY BEING SPENT WITH SWISS CLEANER FOR UNIFORMS. MR. CAMPBELL SAID WE ARE LOOKING INTO A VOUCHER SYSTEM WITH THE MEN USING VOUCHERS TO BUY THEIR UNIFORMS AT SOME LOCAL WORK UNIFORM STORES THAT WOULD BE CHEAPER THAN SWISS.

THE BOARD WENT THROUGH THE BUDGET WITH NO ADDITIONS MADE TO THE OFFICE BUDGET, STOCK AND EQUIPMENT OR THE VEHICLE SECTIONS OF THE MAINTENANCE AND OPERATION BUDGET. MR. CAMPBELL STATED HE WOULD LIKE TO ADD A LINE TO THE STATIONS BUDGET FOR LIME EQUIPMENT AND REPAIR THAT WOULD ADD \$3,000.00 TO THE PUMPING STATION SECTION.

MRS. WARD STATED THAT IN THE INSURANCE SECTION WE ANTICIPATE THE WORKERS COMP TO STAY THE SAME AS LAST YEAR DUE TO THE CLAIM WE HAD. SHE DID NOT EXPECT THE GENERAL INSURANCE TO GO UP, BUT NEEDED TO GET THE NEW RATES FOR MEDICAL INSURANCE.

MR. CAMPBELL STATED THAT THE EPA IS MANDATING SAMPLING FOR UNREGULATED CONTAMINANTS THIS YEAR AND WE NEED TO PUT \$10,000.00 IN THE SAMPLING ACCOUNT OVER AND ABOVE THE \$10,000.00 WE NORMALLY BUDGET.

MR. CAMPBELL STATED THAT HE HAS \$60,000 IN THE BUDGET FOR A NEW DUMP TRUCK. THE SMALL DUMP WE HAVE IS A 1997 AND STARTING TO COST A FORTUNE IN REPAIRS. THE OFFICE ROOF IS IN NEED OF REPLACEMENT, IT WAS DONE BACK IN AROUND 1997 AND WE DIDN'T GET A WHOLE LOT OF TIME OUT OF OT BUT IT IS CRUMBLING BADLY. WE HAVE REPAIRED IT A NUMBER OF TIMES BUT IT REALLY NEEDS REPLACEMENT. I HAVE INCLUDED \$8,000.00 IN THE BUDGET FOR THAT PURPOSE. I WOULD ALSO LIKE TO

**BOURNE WATER DISTRICT
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GET A GENERATOR FOR THE OFFICE THAT COULD RUN THE COMPUTERS. THE ONE WE HAVE DOESN'T HAVE THAT CAPABILITY AND IF WE WERE FACED WITH A LONG TERM POWER LOSS WE WOULD NOT BE ABLE TO WORK WITHOUT THEM. I HAVE PUT \$4,500.00 IN THE BUDGET FOR THAT.

MR. LYONS SUGGESTED LOOKING INTO AN AUTOMATIC START GENERATOR AND SEE WHAT THE PRICE DIFFERENCE WOULD BE. HE ALSO SUGGESTED THAT MR. CAMPBELL LOOK INTO A TRAILER THAT WOULD CARRY THE LIME AND THE BACKHOE AT THE SAME TIME.

SUPERINTENDENT'S REPORT

MR. CAMPBELL STATED THAT THE FINAL DEP PERMIT TO CONSTRUCT WAS RECEIVED 24 DEC2012 AND THE WATER MANAGEMENT ACT PERMIT WAS RECEIVED ON 28DEC2012. THE ENVIRONMENTAL MANAGEMENT COMMISSION NOTICE RECEIVED 7JAN2013

THE EXPECTED TIME FRAME FOR CONSTRUCTION IS:

15JAN - SPECS. GO TO CENTRAL REGISTER
23JAN - CONTRACTORS - PRIME & SUB - START TO PICKUP SPECS FOR BID
? - POSSIBLE INSPECTION PERIOD
14FEB - OPEN SUB BIDS
? - POSSIBLE INSPECTION PERIOD
28FEB - OPEN GENERAL BIDS
28MAR - NOTICE TO PROCEED
26APR - BREAK GROUND - SITE WORK/GRADING

I HAVE BEEN WORKING ON THE FINAL REVIEW AND CORRECTIONS OF THE PLANS AND SPECIFICATIONS WITH GREG ELDRIDGE, BY PHONE AND EMAIL, TO GET THIS READY TO GO TO BID

LP TANKS @ WS-4 - WORKING WITH AIRGAS ON HOW TO EITHER MOVE THE LP OR BURN IT OFF - BWD WILL REMOVE THE TANKS AND CABINETS ON SITE FOR USE BY BWD

WE NEED TO RESUBMIT NOTICE FOR TOTAL COLIFORMS IN OCTOBER. I AM WORKING WITH DEP TO FILL REQUIREMENTS OF EPA. IT JUST NEEDS TO BE POSTED IN TOWN HALL AND LIBRARY.

SOLAR-PV - RESEARCHING AND IN TALKS WITH COTUIT SOLAR - HERB RICE

COVE LANE - MATERIALS ON SITE AND WAITING FOR THE GROUND TO OPEN UP

METER PROGRAM - WORKING ON 1 1/2" AND 2" METER CHANGE OUT OR CHANGE OVER (WHERE POSSIBLE) - CATCHING UP WITH 5/8" REBUILDS (PUT STILL BEHIND)

BACKFLOW PROGRAM - RECEIVED FROM DEP APPROVAL FOR THE FILED BACKFLOW PROGRAM.

HYDRANT PROGRAM - CHECKING THOSE THAT ARE PROBLEMATIC AND RESEARCHING THOSE THAT NEED TO BE REPLACED

MR. CAMPBELL STATED THAT HE WAS UNABLE TO USE ALL OF HIS VACATION TIME AND ASKED THAT HE BE ALLOWED TO CARRY OVER 17 HOURS IN ADDITION TO THE 40 HOUR CARRY OVER ALLOWED.

**BOURNE WATER DISTRICT
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THE BOARD VOTED UNANIMOUSLY TO ~~ADD~~ THE ADDITION OF THE 17 HOURS.

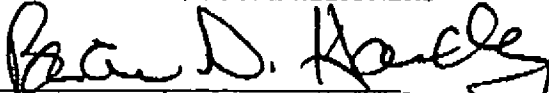
MR. HANDY MADE A MOTION TO ADJOURN, MR. LYONS SECONDED THE MOTION AND THE MEETING ADJOURNED AT 10:30AM.

RESPECTFULLY SUBMITTED,

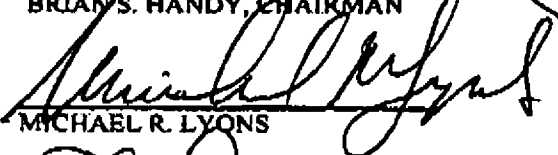


NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS



BRIAN S. HANDY, CHAIRMAN



MICHAEL R. LYONS



PETER R. WAY

BOARD OF WATER COMMISSIONERS
BOURNE WATER DISTRICT

CONTRACT NO. 2012-1

2013 JAN 30 AM 11 27

CONSTRUCTION OF WATER PUMP STATION #8 TOWN CLERK'S OFFICE
AND NEW PRODUCTION WELL AT WS-4 BOURNE, MASS

ADVERTISEMENT TO BID

Sealed bids will be received by the Board of Water Commissioners of the Bourne Water District, Pocasset, MA, the Awarding Authority, (hereinafter referred to as "Owner") under the provisions of Chapter 149, Sections 44A to 44H inclusive of the Massachusetts General Laws, for the Construction of Water Pump Station #8 and New Production Well at WS-4 (Contract No. 2012-1) as follows:

Sealed Bids for the GENERAL CONTRACT will be received at the office of the Board of Water Commissioners District Office, 211 Barlows Landing Road, Pocasset, Massachusetts until 11:00 A.M. Thursday, March 7, 2013 (Local Time).

Sealed Bids for the FILED SUB-CONTRACTS designated herein will be received at the office of the Board of Water Commissioners District Office, 211 Barlows Landing Road, Pocasset, Massachusetts until 11:00 A.M. Thursday, February 21, 2013 (Local Time).

The work generally includes but is not limited to the installation of a new 22" x 16" gravel packed well, submersible vertical turbine pump, pitless adaptor, and construction of a new pump station with chemical feed equipment on the Massachusetts Military Reservation (MMR).

Filed Sub-Contracts will be required on the work described in the following Sections of the Contract Specifications:

Section 04220	Concrete Unit Masonry
Section 09900	Painting
Section 15400	Plumbing
Division 16	Electrical

A voluntary pre-bid meeting will be conducted at the office of the Bourne Water District, 211 Barlows Landing Road, Pocasset, MA 02559 on Wednesday, February 13, 2013 at 9:00 A.M., to be followed by a site visit to the WS-4 location. It is recommended that all bidders attend this meeting as there is particular work requirements and special site access conditions pertaining to work at the WS-4 site, which is located within the confines of the Massachusetts Military Reservation, that will be reviewed at that time. Access to MMR required submission of an MMR Application. The pre-bid will be the only site access offered by the Owner.

Wage rates paid under this Contract are subject to the minimum wage rates established under the provisions of Chapter 149, Sections 26 to 27G inclusive of the Massachusetts General Laws.

The successful Bidder must furnish a 100 percent Performance Bond and a 100 percent Labor and Materials Payment Bond with a surety company which is acceptable to Owner.

Bidding Documents are available in electronic PDF file format and hard copy format. Electronic file can be obtained by contacting Haley and Ward. Hard copy documents may be obtained from the office of Haley and Ward, Inc., 63 Great Road, Suite 200, Maynard, MA 01754-2097, during normal business hours, generally 8:00 A.M. – 4:30 P.M., local time, Monday through Friday, and may be reviewed at the office of the Bourne Water District Office, 211 Barlows Landing Road, Pocasset, MA 02559, during normal business hours, generally 9:00 A.M. to 4:00 P.M. local time, Monday through Friday, beginning at 11:00 A.M. local time on Wednesday, January 30, 2013.

A complete set of the Bidding Documents may be obtained from the Engineer, Haley and Ward, Inc., for a deposit of One Hundred Dollars (\$100.00), or Fifty Dollars (\$50.00) for plans only in cash or check, made payable to Haley and Ward, Inc. This deposit will be refunded to document holders of record who return the Bidding Documents to the Engineer in good condition within fourteen (14) days after the opening of Bids.

All requests for mailing of Bidding Documents must be accompanied by a separate, nonrefundable mailing fee in the amount of Fifty Dollars (\$50.00) in cash or a separate check made payable to Haley and Ward, Inc.

The DCAM classification required for this project is "Water Treatment Plants".

No Bidder may withdraw his Bid for a period of thirty (30) days (Saturdays, Sundays and legal holidays excluded) after the actual date of the opening of the General Bids. Every Bid shall be submitted on the Bid Form furnished with the Bidding Documents and shall be sealed in an envelope which is clearly marked in the lower left hand corner "BID FOR CONSTRUCTION OF WATER PUMP STATION #8 AND NEW PRODUCTION WELL AT WS-4".

Owner reserves the right to reject any and all bids if deemed to be in their best interest to do so.

BOARD OF WATER COMMISSIONERS

Brian S. Handy, Chairman
Michael R. Lyons
Peter R. Way

WATER SUPERINTENDENT

Andrew Campbell

BOURNE WATER DISTRICT

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

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

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

FOR THE OFFICE OF:

WATER COMMISSIONER FOR A THREE YEAR TERM

ELECTION TO BE HELD ON MONDAY, APRIL 22, 2013 AT THE JAMES F. PEEBLES ELEMENTARY SCHOOL, 70 TROWBRIDGE ROAD, BOURNE, MA FROM 5:00PM TO 7:00 PM

LAST DAY TO OBTAIN NOMINATION PAPERS IS MARCH 1, 2013.

LAST DAY TO SUBMIT NOMINATION PAPERS WITH THE BOURNE WATER DISTRICT CLERK FOR CERTIFICATION OF VOTER REGISTRATION IS MARCH 4, 2013.

LAST DAY TO REGISTER TO VOTE WITH THE BOURNE TOWN CLERK FOR PARTICIPATION IN THIS ELECTION IS APRIL 2, 2013.

ABSENTEE BALLOT APPLICATIONS ARE AVAILABLE AT THE BOURNE WATER DISTRICT OFFICE

To Town Clerk Please Post:

2/06/2013

BOURNE, MASS
TOWN CLERK'S OFFICE
2013 FEB 6 AM 10 28

BOURNE WATER DISTRICT

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

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To Town Clerk Please Post:

2/06/2013

BOURNE, MASS
TOWN CLERK'S OFFICE
2013 FEB 6 AM 10 28



BOURNE WATER DISTRICT

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

MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS THURSDAY, FEBRUARY 28, 2013

Meeting to convene at 8:30 A.M.
Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

AGENDA Regular Session

NEW BUSINESS

1. Preliminary budget discussion
2. Backhoe and dump truck pricing for billing
3. Employee medical receivable
4. Policy for water main repair
5. Answering Service issue
6. Ethics Commission Requirements

SUPERINTENDENT'S REPORT

To Town Clerk Please Post: Faxed 2/22/2013 8:10AM

BOURNE, MASS
TOWN CLERK'S OFFICE
2013 FEB 22 AM 8 30

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING February 28, 2013**

2013 MAR 25 PM 12
TOWN CLERK'S OFFICE
BOURNE, MASS

THE MEETING WAS DULY POSTED

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT: COMMISSIONERS BRIAN HANDY, MICHAEL LYONS AND PETER WAY, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

THE BOARD SIGNED THE MINUTES OF THE PREVIOUS MONTHS COMMISSIONERS MEETING, THE WARRANT, COMMITMENT AND ABATEMENTS.

MR. CAMPBELL REPORTED THAT THE CREW AND THE OFFICE STAFF DID AN EXEMPLARY JOB DURING THE STORM AND THE AFTERMATH.

MRS. WARD STATED THAT SHE WOULD LIKE THE BOARDS APPROVAL TO MAKE AN ADJUSTMENT TO THE EMPLOYEE MEDICAL AND DENTAL RECEIVABLE ACCOUNT. SHE EXPLAINED THAT AT THE TIME OF DAVID MONTVILLE'S DEATH HE HAD PAID FOR JULY INSURANCE WITH HIS SICK TIME IN JUNE. SHE HAD CHARGED THE ACCOUNT FOR 50% OF THE MEDICAL AND DENTAL INSURANCE, AS THAT IS THE AMOUNT PAID BY A SURVIVING SPOUSE. SHE SHOULD HAVE CHARGED 25% FOR JULY AND CHANGED TO 50% IN AUGUST. THE BOARD AGREED TO THE ADJUSTMENT.

MR. CAMPBELL STATED THAT HE WOULD LIKE THE BOARD TO CONSIDER PRICING FOR THE USE OF THE BACKHOE, EXCAVATOR AND THE DUMP TRUCKS TO BE BILLED FOR REPAIRS MADE DUE TO CONTRACTORS HITTING OUR MAINS. HE STATED THE CURRENT PRICING FOR THE BACKHOE AND EXCAVATOR IS \$85.00 WITH NO PRICING IN PLACE FOR THE DUMP TRUCKS. HE SAID HE FELT WE SHOULD BE CHARGING AT LEAST \$95/HOUR FOR THE BACKHOE AND EXCAVATOR AND ASKED THE BOARD WHAT THEY FELT WAS A FAIR PRICE IF OUR TRUCKS WERE USED.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO CHARGE \$95. PER HOUR FOR THE EXCAVATOR AND BACKHOE AND \$50.PER HOUR FOR THE TRUCKS.

MR. CAMPBELL STATED THAT HE WOULD LIKE THE BOARD TO REVISIT THE POLICY REGARDING WATER MAIN REPAIR IN THAT NO CHARGE IS MADE FOR PARTS USED TO REPAIR THE PART OF THE SERVICE FROM THE CURBSTOP TO THE MAIN. IT IS EQUIPMENT THAT IS UNIQUE TO US BUT THAT PORTION OF THE SERVICE ONLY SERVES THAT ONE PARTICULAR CUSTOMER AND HE FEELS STRONGLY THAT THE CUSTOMER SHOULD BE CHARGED FOR THE PARTS USED TO MAKE THE REPAIR. WITH PRICES GOING UP ON THE NO LEAD BRASS IT IS GETTING MORE AND MORE EXPENSIVE TO MAKE THE REPAIRS AND WITH THE INFRASTRUCTURE GETTING OLDER THERE ARE MORE AND MORE REPAIRS TO BE MADE.

MR. LYONS STATED THAT HE FELT IT WAS OUR INFRASTRUCTURE AND IT WOULD BE UNFAIR TO CHARGE THE CUSTOMER. WE DREW THE LINE AT THE CURBSTOP AND SHOULD BE PAYING FOR THE REPAIRS WITH THE RATE WE CHARGE FOR WATER. MR. WAY STATED HE DID NOT FEEL WE COULD RATIONALIZE CHARGING THE CUSTOMER BECAUSE THE PRICE OF THE PARTS HAS CHANGED.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO KEEP THE POLICY AS IT IS AND THE DISTRICT WOULD ABSORB THE COST OF REPAIR FROM THE CURBSTOP TO THE MAIN.

MRS. WARD STATED THAT THERE WAS AN ISSUE WITH THE ANSWERING SERVICE DURING THE STORM IN THAT PHIL AUSTIN TRIED TO CALL IN AN EMERGENCY LEAK AT 1 RICHMOND ROAD AND WAS NOT ABLE TO GET THROUGH. HE CALLED MR. HANDY, WHO

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING February 28, 2013**

ALSO TRIED THE SERVICE AND COULD NOT GET THROUGH EITHER. HE SAID THERE IS NO MUSIC AND THE LINE GOES QUIET WHICH MAKES YOU THINK IT HAS BEEN DISCONNECTED. PAUL NUGENT DID CALL THE SERVICE, GOT THROUGH AND REPORTED THE LEAK. MRS. WARD CALLED THE SERVICE WHEN THIS WAS REPORTED TO HER AND SPOKE WITH ONE OF THE OFFICE STAFF. SHE WAS TOLD THAT WHEN A PERSON CALLS IN TO REPORT AN EMERGENCY THERE IS A MESSAGE TO WAIT FOR THE NEXT AVAILABLE OPERATOR RUNNING EVERY 30 SECONDS. THE SERVICE WAS VERY BUSY DURING THE STORM AND SHE WAS TOLD THAT THERE MAY HAVE BEEN A SHORT WAIT FOR THE OPERATOR TO ANSWER. SHE STATED THAT EVENING SHE TRIED THE SERVICE AND WAITED FOR THE EMERGENCY OPERATOR BUT THE CALL WAS ANSWERED WITHIN 5 SECONDS.

MR. HANDY SAID HE FELT THE ON CALL PHONE SHOULD BE THE SAME NUMBER EVERY DAY, RATHER THAN EACH PERSON HAVING THEIR OWN DISTRICT PHONE AND NUMBER WHEN ON CALL. MR. CAMPBELL SAID HE DID NOT FEEL THAT WOULD WORK, IN THE EVENT THE ON CALL PERSON GOT SICK AND WOULD HAVE TO GET THE PHONE TO SOMEONE ELSE.

AFTER SOME DISCUSSION THE BOARD ASKED MRS. WARD TO DISCUSS THE PROTOCOL WITH THE ANSWERING SERVICE AND WE WOULD RESUME THE DISCUSSION AT THE NEXT MEETING.

MRS. WARD STATED THAT SHE HAD DONE A PRELIMINARY BUDGET FOR FY14 BUT THAT THE BOARD WOULD NEED TO VOTE ON SEVERAL ISSUES BEFORE A FINAL BUDGET COULD BE DONE. THE BIGGEST ISSUE IS WHETHER WE ARE GOING TO REPLACE THE EMPLOYEE WE LOST AS THAT IMPACTS THE BUDGET AT AROUND \$50,000 WHEN YOU FIGURE IN WAGES, MEDICAL, DENTAL AND LIFE INSURANCE AND WORKERS COMP.

MR. WAY ASKED IF THAT WOULD AFFECT THE TAX RATE. MRS. WARD STATED THAT WITH A NEW EMPLOYEE AND THE OTHER ITEMS INCLUDED, PER DISCUSSION AT THE LAST MEETING, THERE WOULD BE AN IMPACT OF EITHER 2 CENTS ON THE TAX RATE OR DIPPING INTO THE STABILIZATION FUND. THIS BUDGET IS VERY PRELIMINARY AND WE HAVE TO DISCUSS SOME OF THE ITEMS INCLUDED BEFORE WE CAN SEE WHAT THE REAL IMPACT WILL BE. MR. WAY STATED THAT HE FELT WE SHOULD FIND A WAY TO GET WHAT WE NEED WITHOUT AN IMPACT TO THE TAX RATE AS IT WAS PUT BACK IN PLACE AS A SAFETY NET NOT TO FUND OUR BUDGET. MRS. WARD STATED WE NEED TO THINK ABOUT RAISING WATER RATES FOR FUTURE BUDGETS, BUT A RAISE IN RATES WILL NOT HELP THE 2014 BUDGET.

MR. CAMPBELL STATED THAT IN ORDER TO KEEP UP THE ONGOING PROGRAMS, METER MAINTENANCE, HYDRANT MAINTENANCE, AND BACKFLOW AND CROSS CONNECTION SURVEY, LEAK DETECTION, WATER MAIN REPLACEMENT AND BRUSH THINNING AS WELL AS PROPERTY MAINTENANCE WE NEED TO REPLACE THE VACANT POSITION. THESE PROGRAMS ARE FALLING BEHIND AND I DON'T WANT TO SEE THAT HAPPEN. IF I HAVE SOMEONE OUT SICK OR ON VACATION I NEED TO FILL IN WHICH MEANS I CAN'T GET THE WORK DONE THAT I NEED TO DO IN THE OFFICE. I FIND MYSELF WORKING NIGHTS AND WEEKENDS AND AM GETTING BURNED OUT.

MR. LYONS STATED THAT WHEN THINGS GET RUN DOWN IT TAKES A LONG TIME TO GET THEM BACK IN SHAPE. THE HYDRANT PROGRAM IS VERY IMPORTANT TO KEEP UP TO DATE. WE SET A POLICY THAT 1/3 OF THE HYDRANTS IN THE DISTRICT BE CHECKED AND MAINTENANCE PERFORMED EACH YEAR. I DON'T WANT TO SEE THESE PROGRAMS GO BY THE WAYSIDE.

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING February 28, 2013**

MR. CAMPBELL STATED THERE ARE 905 HYDRANTS IN THE DISTRICT AND THAT WAS BEING DONE BEFORE DAVID GOT SICK AND SUBSEQUENTLY DIED. THAT WAS HIS JOB, HE SPENT ALL HIS TIME ON THE HYDRANTS AND WE NEED TO HAVE SOMEONE TO TAKE UP THE SLACK.

AFTER SOME DISCUSSION THE BOARD VOTED 2 TO 1 TO HIRE A REPLACEMENT EMPLOYEE, MICHAEL LYONS - YES, PETER WAY - YES, BRIAN HANDY - NO

AS REQUESTED AT THE LAST MEETING MR. CAMPBELL PRICED OUT THE TRAILER TO HAUL LIME AND THE BACKHOE TO KEEP THE BACKHOE OFF THE ROAD. A TRAILER THAT SIZE WOULD RUN \$15,100, AND IS INCLUDED IN THE PRELIMINARY BUDGET. AFTER DISCUSSION THE BOARD FELT THAT WAS NOT A COST EFFECTIVE OPTION AND THE ITEM WAS REMOVED FROM THE BUDGET.

MRS. WARD STATED THAT SHE HAD INCLUDED A GENERATOR FOR THE OFFICE AT MR. CAMPBELL'S REQUEST AS THE GENERATOR WE HAVE NOW WILL NOT RUN THE COMPUTERS IN THE EVENT OF A LONG TERM POWER OUTAGE. THE BOARD FELT THAT WAS SOMETHING WE COULD BUDGET FOR AT A LATER DATE AND THAT WAS REMOVED FROM THE BUDGET.

MRS. WARD STATED THAT WE INCREASED THE PAINT, REPAIR AND INSPECT TANKS BY \$25,000 IN THE FY13 BUDGET IN ORDER TO INCLUDE A TANK MIXER FOR SOUTH SAGAMORE WITH THE INTENTION OF DOING THE SAME FOR FY14. SINCE THE MIXER HAS NOT BEEN INSTALLED YET WE MAY THINK OF WAITING A YEAR OR TWO TO INSTALL THE SECOND MIXER AND FUND IT IN A FUTURE BUDGET.

MRS. WARD STATED THAT THE BOARD HAD DIRECTED HER TO DO THE PRELIMINARY BUDGET WITH A 3% COST OF LIVING INCREASE FOR THE EMPLOYEES AND THEY NEED TO DECIDE IF THAT IS WHAT THEY WANT TO DO.

AFTER SOME DISCUSSION THE BOARD VOTED 2 TO 1 TO APPROVE THE INCREASE, MIKE LYONS - YES, PETER WAY - YES, BRIAN HANDY - NO

MR. CAMPBELL STATED THAT THE 1998 DUMP TRUCK IS IN NEED OF SERIOUS REPAIRS AND NEEDS TO BE REPLACED. IT WILL NOT DUMP IF IT IS OVER 1/3 FULL AS THE HYDRAULICS NEED TO BE REPLACED. THE FREEZE PLUGS ARE ROTTED. THE COST TO REPLACE THE TRUCK WOULD BE \$60,000 AND IS INCLUDED IN THE PRELIMINARY BUDGET. WE NEED THIS TRUCK FOR PLOWING AND TO GET OUT TO WS-4. THE MILITARY ONLY PLOWS TO FRANK PERKINS ROAD AND THEY WILL NOT SAND THE AREA. WE HAVE BEEN SANDING THE AREA WITH A DUMP FULL OF SAND AND THREE GUYS SHOVELING THE SAND. I WOULD BE LOOKING FOR A SANDER ATTACHMENT TO DO THAT NORTH FACINO HILL. MR. LYONS ASKED IF WE HAD TO GO TO WS-4 EVERYDAY. MR. CAMPBELL STATED THAT UNDER D.E.P. RULES WE HAVE TO GO THERE EVERY OTHER DAY SO WE NEED TO BE ABLE TO ACCESS THE AREA. MR. LYONS SAID HE WOULD HATE TO SPEND \$60,000 ON A TRUCK AND PUT SALT AND SAND IN IT.

SUPERINTENDENTS REPORT

MR. CAMPBELL GAVE THE BOARD A COPY OF THE LETTER SENT TO D.E.P. DETAILING THE LEAK ON WINGS NECK RD. (attached)

HE STATED HE WAS CONTACTED BY KERRY HERMAN OF THE TOWN OF BORNE AFFORDABLE TRUST ASKING IF WE COULD INCLUDE A SINGLE PAGE FLYER EXPLAINING THE TRUST IN OUR BILLS. HE SAID HE WAS CONCERNED THAT THIS WOULD MAKE IT

BOURNE WATER DISTRICT**WINGS NECK ROAD****CULVERT FOR THE WETLANDS / MARSH RESTORATION PROJECT**

On Monday 11 February 2013 at 1:00pm Bourne Water District (BWD) found a leak after searching for same, at the culvert on Wings Neck Rd Causeway. The piping under the culvert pipe had broken creating a major leak. This culvert connects the marsh on one side to Barlow Town Cove on the other side and the leak had caught away a piece of marsh within a tidal area. BWD had to work with the tide and required larger equipment than BWD owned to excavate the area. NSIar was contacted to get an estimated time before the Wings Neck residents would have power back. Their answer was 4 to 5 days due to massive damage from the blizzard. BWD needed to keep water on to the residents on the other side of the leak. It was determined that the best way to approach this problem was to bypass the leak with a 4" fire hose from hydrant to hydrant. Bourne Fire Dept was contacted and the District Supt. and the Fire Chief started the effort to get the needed resources in place to make this happen. The Fire Chief coordinated getting the spare 4" hose out of storage and onto a truck, and getting bottled water to the Pocasset Fire Station (PFS). The Fire Chief also got the emergency response message board delivered to site for further notification of the emergency. As BWD crew went door to door notifying residents of the problem, they were told that bottled water was available to them at the PFS. Cindy Coffin of the Town of Bourne Board of Health. Leslie O'Shea of the Southeast Region DEP were notified of the emergency too.

Residences on Old North Rd, Eastward Rd, Middle Rd, Beacon Point Rd, Harbor Dr, Murval Rd, North Rd, and Wings Neck Rd (from #211 on) were notified by District personal going door to door. They returned later and posted or handed all occupied houses (26) with a notice of "pre-cautionary boil water order" due to the leak and use of a 4" fire hose. This was for a period of time from the evening of 11 February 2013 till 14 February 2013 or until further notice.

On the evening of 11 February 2013, 1,300 ft. of 4" fire hose was connected from the hydrant opposite Pier View Rd to the 2nd hydrant on Old North Rd, the gate after Pier View Rd, and the gates at the intersection of Old North Rd, Wings Neck Rd, and Harbor Dr were shut down stopping the leak. The gate after Pier View Rd was kept cracked open to keep a slight flow to prevent any pull back into the damaged main.

12 February 2013 was a day of mobilizing equipment and materials for the repair and also cutting in a new 10" line gate to help further isolate the damaged water main. On 13 February 2013 the area of the break was excavated, a repair was facilitated, and both open ends were chlorinated prior to closing up. A repair from four years earlier had failed again creating the leak.

Another leak prevented BWD from getting back to finish the work at Wings Neck Rd on 14 February 2013. On 15 February 2013 BWD had to make a repair on the new line gate that was installed. Subsequently, the main was chlorinated (allowing for contact time) and flushed from the closed gate after Pier View to the 1st hydrant on Old North Rd. The residents were issued another notice of shut down and informed to continue to "boil water as a pre-cautionary measure" till 19 February 2013. BWD flushed heavily on 15 February 2013 and put the shut down main back in service that evening. A sample was collected on 21 February 2013 and the results showed 0 Total Coliforms.

All the fire hose was broken down and the areas dug and disturbed were cleaned up and put back in order.

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING February 28, 2013**

APPEAR THAT THE BOURNE WATER DISTRICT WAS PART OF THE TOWN. THE BOARD AGREED AND DECIDED NOT TO INCLUDE THE FLYER WITH OUR WATER BILL.

HE GAVE THE BOARD A COPY OF THE SUB-BID LIST (attached) AND SAID THAT HALEY AND WARD WAS STILL CHECKING ON THE LOW BIDDERS. THERE IS A PRE-BID MEETING AND SITE INSPECTION TODAY AT 11 A.M.


HE STATED THAT YESTERDAY HE RECEIVED A COPY OF THE DRAFT LEASE FOR WS-4 AND HAS DROPPED IT OFF TO FORD FOR HIS REVIEW.

HE SAID HE IS WORKING WITH BUZZARDS BAY AND SOUTH SAGAMORE AS WELL AS THE BOARD OF HEALTH ON THE FLOOR DRAIN ISSUE. MR. LYONS ASKED IF WE HAD TO BE INVOLVED IN THIS. MR. CAMPBELL STATED THAT THE REQUIREMENTS ARE ONLY APPLICABLE TO PLACES THAT ARE DISCHARGING HAZARDOUS WASTE AND IS A REQUIREMENT OF OUR WATER MANAGEMENT ACT. MR. HANDY ASKED WHAT OUR OBLIGATION WAS TO D.E.P. IF THE BOARD OF HEALTH DOES NOT ADOPT THE REGULATION. MR. CAMPBELL STATED THAT D.E.P. IS ADAMANT THAT A REGULATION BE IN PLACE.


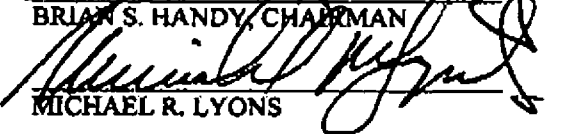
MR. CAMPBELL REPORTED THAT HE WOULD BE ATTENDING A TRADE SHOW PRESENTED BY NORTHEAST SUSTAINABLE ENERGY ASSOC. SHOWCASING PHOTOVOLTAIC ENERGY SOLUTIONS.

MR. LYONS MADE A MOTION TO ADJOURN, IT WAS SECONDED AND THE MEETING ADJOURNED AT 10:20 AM.

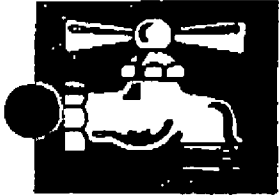
RESPECTFULLY SUBMITTED,


NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS


BRIAN S. HANDY, CHAIRMAN

MICHAEL R. LYONS

PETER R. WAY



BOURNE WATER DISTRICT

2013 MAR 18 AM 8 29

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559-1447
Office: 508-563-2294 Fax: 508-564-4661
TOWN CLERK'S OFFICE
BOURNE, MASS

**MEETING NOTICE
BOURNE WATER DISTRICT BOARD OF WATER
COMMISSIONERS
WEDNESDAY, MARCH 20, 2013**

Meeting to convene at 8:30 A.M.
Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

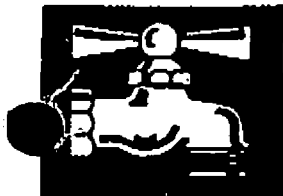
**AGENDA
Regular Session**

NEW BUSINESS

1. FY 14 budget discussion
2. Water rate discussion
3. Board permission for Superintendent to sign awards to proceed for construction of WS-4
4. Request for abatement - Weary Travelers Club

SUPERINTENDENT'S REPORT

To Town Clerk Please Post: Faxed 3/18/2013 8:15 AM



BOURNE WATER DISTRICT

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

MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS WEDNESDAY, MARCH 20, 2013

2013 MAR 14 PM 4 32
TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting to convene at 8:30 A.M.
Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

AGENDA Regular Session

NEW BUSINESS

1. FY 14 budget discussion
2. Water rate discussion
3. Board permission for Superintendent to sign awards to proceed for construction of WS-4

SUPERINTENDENT'S REPORT

To Town Clerk Please Post: Faxed 3/14/2013 4:30 PM

**BORNE WATER DISTRICT
COMMISSIONER' MEETING MARCH,20 2013**

2013 APR 3 PM 4 06

TOWN CLERK'S OFFICE
BORNE, MASS

THE MEETING WAS DULY POSTED

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT; COMMISSIONERS BRIAN HANDY AND MICHAEL LYONS, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

THE BOARD SIGNED THE MINUTES OF THE PREVIOUS MONTHS COMMISSIONERS MEETING, THE WARRANT, COMMITMENT AND ABATEMENTS.

MRS. WARD PRESENTED A REQUEST FOR ABATEMENT (on file) FROM THE WEARY TRAVELERS CLUB A 77 VALLEY BARS RD. SHE STATED THAT IN BOTH BILLING CYCLES IN 2009 WE SENT THEM A HIGH USE LETTER TO MAKE THEM AWARE THAT THEIR CONSUMPTION HAD INCREASED BY AT LEAST HALF. THERE WAS NO RESPONSE FROM THEM AND FOR THE NEXT FEW YEARS IT CONTINUED TO INCREASE, BUT THEY DID NOT CONTACT US AND PAID THE BILLS WITHOUT QUESTION SO WE ASSUMED THERE WAS A VALID REASON FOR THE INCREASE. SEVERAL WEEKS AGO, TWO MEMBERS OF THE ORGANIZATION CAME INTO THE OFFICE TO QUESTION THE USAGE FOR THE OCTOBER, 2012 BILL AND TO ASK WHY THEY WERE NOT NOTIFIED ABOUT THE INCREASED CONSUMPTION. WE GAVE THEM COPIES OF THE LETTERS SENT TO THEM AND SENT A SERVICE MAN TO CHECK FOR LEAKS. THEY FOUND THAT THERE WAS A LEAK BETWEEN THE MAIN BUILDING AND THE BUILDING IN THE BACK AND SHUT OFF THE BACK BUILDING.

THE LETTER STATES THAT, DUE TO AN ISSUE WITH MANAGEMENT THERE, THE LETTERS MUST HAVE BEEN DISCARDED AND NO ONE NOTICED THE INCREASE IN COSTS.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO ALLOW A ONE TIME ABATEMENT OF ONE HALF OF THE CONSUMPTION ON THE OCTOBER, 2012 BILL BUT ASKED MRS. WARD TO MAKE THEM AWARE THAT IN THE FUTURE THEY NEED TO BE MORE PROACTIVE AND PAY ATTENTION TO THE WATER USAGE AT THE PROPERTY.

MRS. WARD STATED THAT THE ONLY PART OF THE BUDGET THAT HAS NOT BEEN APPROVED IS WHETHER OR NOT THE BOARD DECIDES TO FUND A NEW DUMP TRUCK. MR. CAMPBELL STATED THAT HE HAD GOTTEN AN ESTIMATE FROM TWO DIFFERENT REPAIR SHOPS. DAVE'S REPAIR CAME IN AT \$6,380.00 AND FALMOUTH MOTOR CAR CAME IN AT \$7,605.42. HE HAD BROKEN DOWN THE ESTIMATES INTO THE PARTS THAT NEEDED TO BE FIXED. HE STATED THAT WHAT WE WOULD HAVE TO INVEST TO MAKE THE 1997 TRUCK LAST FOR A TIME IS NOT A WISE INVESTMENT. WE SPENT A CHUNK OF MONEY TWO YEARS AGO AND THE PAYBACK WAS ACCEPTABLE BUT THIS TIME TO SPEND MORE MONEY ON A 1997 TRUCK THAT IS ROTTING OUT IS A BAD INVESTMENT. THE FRAME IS OKAY BUT ALL THE COMPONENTS ARE TIRED. THE HYDRAULICS FOR BOTH THE PLOW AND THE DUMP NEED TO BE REPLACED, IT WON'T DUMP OVER 1/3 FULL. MR. LYONS ASKED IF HE WOULD BE REPLACING WITH ELECTRIC HYDRAULICS. MR. CAMPBELL STATED THAT HE WOULD AND THIS WOULD BE THE THIRD REPLACEMENT. THE PLOW HAS BEEN REBUILT SEVERAL TIMES AND THE PUMP IS IN NEED OF REPLACEMENT. IT WORKS NOW BUT IT'S ONLY A MATTER OF TIME BEFORE IT BREAKS.

MR. LYONS STATED THAT HE HAD NO PROBLEM WITH REPLACING THE TRUCK, BUT WHAT ARE YOU PLANNING TO REPLACE IT WITH. MR. CAMPBELL STATED THAT IT WAS HIS INTENTION TO REPLACE IT WITH AN F450 FORD GASOLINE ENGINE, SO WE CAN HAUL THE LIME AND EXCAVATOR WHEN NEEDED, AN F350 WOULD NOT HAVE THE WEIGHT CAPACITY TO CARRY THE EXCAVATOR.

**BOURNE WATER DISTRICT
COMMISSIONER' MEETING MARCH,20 2013**

MR. HANDY STATED THAT HE FELT THE LIST OF REPAIRS WAS INFLATED AND IT WOULD BE BETTER TO SPEND A LITTLE MONEY AND GET A FEW MORE YEARS OUT OF THE MACHINE. WE SHOULD CUT THE BUDGET NOT INCREASE IT WITH WHAT IS GOING ON IN THE ECONOMY OUTSIDE. I UNDERSTAND PUTTING MONEY INTO EQUIPMENT BUT WE COULD HOLD OFF.

MR. LYONS STATED THAT HE DIDN'T LIKE THE IDEA OF BEING STUCK WITH ONE DUMP TRUCK IF SOMETHING WENT WRONG WITH THIS ONE, WE DON'T NEED TO BE PLOWING WITH THE BACKHOE. HE STATED THAT HE WOULD LIKE TO TAKE A LOOK AT THE TRUCK AND TABLE THE DISCUSSION TO THE NEXT MEETING. MR. HANDY AGREED.

MRS. WARD STATED THAT SHE FELT THE WATER RATE DISCUSSION SHOULD BE HELD WITH THE WHOLE BOARD IN ATTENDANCE. THE BOARD AGREED AND DECIDED TO TABLE THE WATER RATE DISCUSSION UNTIL THE NEXT MEETING.

MR. CAMPBELL STATED THAT THE BOARD NEEDS TO DECIDE WHETHER TO APPROVE THE LOW BIDDER, WINSTON BUILDERS, AND PROCEED WITH THE CONTRACT FOR THE CONSTRUCTION OF WS-4.

AFTER SOME DISCUSSION THE BOAR VOTED UNANIMOUSLY TO APPROVE THE CHOICE OF WINSTON CONSTRUCTION.

MR. CAMPBELL STATED THAT HE WOULD LIKE THE BOARD TO GIVE HIM PERMISSION TO SIGN THE VARIOUS NOTICES TO PROCEED FOR THE CONSTRUCTION OF WS-4. THIS DID NOT MEAN THE MAIN CONTRACT AS THE BOARD WOULD BE SIGNING THAT AFTER ATTORNEY O'CONNOR APPROVED IT.

MR. LYONS STATED THAT HE WANTED TO MAKE SURE THAT IN THE CONTRACT WE WERE NOT LIABLE SHOULD SOME SEPT. 11TH TYPE SITUATION DEVELOP AND NO ONE WAS ALLOWED ON THE BASE.

THE BOARD VOTED UNANIMOUSLY TO ALLOW MR. CAMPBELL TO SIGN THE NOTICES TO PROCEED IN THEIR BEHALF.

SUPERINTENDENT'S REPORT

BOB PROPHETT WAS ACTING FOREMAN WHILE SEAN WAS ON VACATION. HE DID A VERY GOOD JOB KEEPING THE CREW ON TRACK AND ON TASK.

CHRIS SPARADEO AND DAVE TSIAKOS PASSED THEIR 2A HOISTING LICENSE EXAM WITH HIGH 80'S FOR A SCORE. ALL THE CREW AT THIS TIME ARE 2A LICENSED AND ALL ARE PRACTICING OR OPERATING

THE ANNUAL STATISTICAL REPORT WAS SUBMITTED AND OUR NUMBERS WERE VERY GOOD

UNACCOUNTED FOR WATER	2012-7.3%	2011-8.9%
RESIDENTIAL GAL/DAY	2012-58G	2011-55G
ACTUAL WITHDRAWAL VOLUME	ALLOWED 1.52MD	
	2012-1.24MD	2011-1.21MD

THE GAL/DAY ARE UP BECAUSE WE PUMPED MORE WATER IN 2012 THEN 2011, BUT WE ARE BELOW THE NATIONAL AVERAGE OF 80GAL/DAY AND MASS DCR RECOMMENDED AN AVERAGE OF 65 GAL/DAY. OUR UNACCOUNTED FOR WATER IS MORE ACCURATE DUE TO BETTER ACCOUNTING FOR WATER LOST AND BETTER ESTIMATING OF WATER LOST TO LEAKS, FLUSHING AND FIRES.

**BOURNE WATER DISTRICT
COMMISSIONER' MEETING MARCH,20 2013**

CCR - WORKING ON HAVING THIS OUT BY MIDDLE OF APRIL. ALSO, RESEARCHING INTO MAKING THE CCR READY FOR E-DELIVERY. TALKING WITH JAN KANO ON A WEB DESIGN AND SECURING A DOMAIN NAME.

STATE ROAD PERMITS - WORKING ON PERMITS FOR BOURNE ROTARY TO REMOVE AND RELOCATE A HYDRANT AND CUT OFF OLD MAIN NO LONGER USED

COVE LANE WILL BE MOVING FORWARD IN THE NEXT FEW DAYS. RICK RAGONE AND CREW WILL BE DIGGING AND LAYING PIPE AND ONE OF BWD CREW WILL BE BACKFILLING AND CLEANING UP.

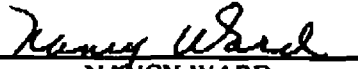
EMMONS ISLAND - THE JACKSONS AND OTHER ARE WILLING TO PAY FOR ALL MATERIALS TO TAKE AND EXTEND THE MAIN FROM THE PRESENT HYDRANT TO THE OTHER SIDE OF THE ISLAND SETTING HYDRANTS (3) ALONG THE WAY. THEY WOULD LIKE US TO COVER THE EXCAVATION COSTS WHICH SHOULD RUN ABOUT \$15,000. MR. LYONS ASKED WHY WOULDWE COVER THE EXCAVATION COSTS FOR AN EXCLUSIVE ISLAND THAT HAS A NO TRESPASSING SIGN AT THE ENTRANCE?. THIS JOB WILL ONLY BENEFIT THOSE ON THE ISLAND, NOT THE REST OF THE RATEPAYERS. MR. HANDY AGREED AND TOLD MR. CAMPBELL TO NOTIFY THOSE IN CHARGE OF THE PROJECT TO HIRE A CONTRACTOR IF THEY WOULD LIKE TO PROCEED.

WINGS NECK CAUSEWAY - STILL HAVE NOT FOUND A TRANSITION COUPLING THAT IS SUITABLE FOR THE ENVIRONMENT AT THE DRAINAGE PASS UNDER PIPING, LOOKING INTO OTHER OPTIONS. WANT TO RETURN TO THIS PIPING AND HAVE THIS FIXED ONCE AN FOR ALL BY THE MIDDLE OF MAY.

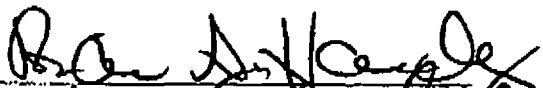
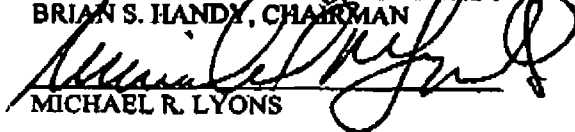
CLEAN UP FROM JANUARY, FEBRUARY, AND MARCH BREAKS IS ON GOING WITH MANY ROAD PATCHES REQUIRED.

MR. LYONS MADE A MOTION TO ADJOURN, IT WAS SECONDED AND THE MEETING ADJOURNED AT 10:20 AM.

RESPECTFULLY SUBMITTED,


NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS


BRIAN S. HANDY, CHAIRMAN

MICHAEL R. LYONS

PETER R. WAY

**BOURNE WATER DISTRICT
COMMISSIONERS MEETING APRIL 3, 2013**

THE MEETING WAS DULY POSTED

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT: COMMISSIONERS BRIAN HANDY AND MICHAEL LYONS, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

2013 MAY 16 PM 9 02

THE BOARD SIGNED THE MINUTES OF THE PREVIOUS MONTHS COMMISSIONERS MEETING, THE WARRANT, COMMITMENT, ABATEMENTS AND THE CONTRACT FOR CONSTRUCTION OF THE WELL AND STATION 8.

TOWN CLERK'S OFFICE
BORNE, MASS

MR. CAMPBELL STATED THAT THE PROBATIONARY PERIOD WAS OVER FOR SEAN VENTURA IN THE FOREMAN'S POSITION. HE SAID HE WAS PLEASED WITH HIS PERFORMANCE AND WOULD LIKE THE BOARD TO CONSIDER MAKING THE POSITION PERMANENT. HE STATED THAT WHEN HE WAS MOVED INTO THE POSITION HE WAS GIVEN A \$1.00 PER HOUR RAISE AND WAS TOLD THAT WHEN AND IF THE POSITION WAS MADE PERMANENT THE BOARD WOULD DISCUSS AN INCREASE IN PAY.

HE STATED THAT MR. VENTURA STOPS IN BEFORE WORK EVERY MORNING AND THEY GO OVER A LIST OF THINGS MR. CAMPBELL WOULD LIKE ACCOMPLISHED AS WELL AS LONG RANGE PROJECTS FOR THE DISTRICT. HE ASKED THE BOARD TO CONSIDER AN INCREASE OF \$1.00 PER HOUR.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO MAKE MR. VENTURA THE PERMANENT FOREMAN AND TO ALLOW THE \$1.00 PER HOUR INCREASE IN PAY.

MRS. WARD STATED THAT IT WAS HER HOPE TO FINALIZE THE FY14 BUDGET TODAY. THE ONLY ISSUE THAT HAS NOT BEEN APPROVED IS WHETHER THE BOARD WILL ALLOW THE PURCHASE OF A NEW DUMP TRUCK FOR \$60,000. OR WHETHER THE BOARD WANTS TO PUT MONEY INTO VEHICLE REPAIR TO TRY AND GET MORE TIME OUT OF THE ONE WE HAVE.

MR. HANDY SAID HE WENT TO LOOK AT THE TRUCK AND THINKS WE CAN MAKE IT LAST AT LEAST A YEAR FOR SHORT MONEY. NOT ALL OF THE THINGS ON THE LIST OF ESTIMATED REPAIRS NEED TO BE DONE AND I THINK THE COST IS INFLATED. WE NEED TO TAKE BETTER CARE OF THESE VEHICLES.

MR. LYONS STATED THAT HE ALSO LOOKED AT THE TRUCK AND IT IS IN TOUGH SHAPE BUT IF WE CAN KEEP IT RUNNING AND KEEP IT SAFE I THINK WE CAN HOLD OFF. I AGREE WE NEED TO TAKE BETTER CARE OF THE VEHICLES. THE NEWER DUMP TRUCK WAS NOT CLEAN AND THE WHEELS WERE GETTING RUSTY.

MR. WAY STATED \$60,000 IS A LOT OF MONEY TO SPEND.

MR. CAMPBELL STATED THAT IF WE DON'T GET A NEW TRUCK THIS YEAR HE WILL BE LOOKING FOR TWO TRUCKS NEXT YEAR TO REPLACE THE 1997 AND THE 2004 TRUCK. THE 2004 TRUCK IS USED FOR GENERAL MAINTENANCE AND SCHOOL. THE 2007 TRUCK IS USED BY THE STATION OPERATOR AND WOULD REPLACE THE 2004 TRUCK AND BECOME A MAINTENANCE VEHICLE AND SECOND SNOW PLOW AND THE NEW TRUCK WOULD BE A 4X4 FOR THE STATION OPERATOR. HE STATED THAT HE WOULD ADDRESS THE ISSUE WITH THE MEN REGARDING THE MAINTENANCE ON THE TRUCKS.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO WAIT ON THE NEW DUMP TRUCK AND TO INCREASE THE VEHICLE REPAIR BUDGET AMOUNT BY \$10,000.

MR. LYONS STATED THAT IF WE ARE NOT SPENDING THE MONEY ON THE TRUCK THIS YEAR HE FELT WE SHOULD REVISIT THE IDEA OF GETTING A GENERATOR FOR THE

**BOURNE WATER DISTRICT
COMMISSIONERS MEETING APRIL 3, 2013**

OFFICE THAT CAN BE POWERED UP IMMEDIATELY IN CASE OF THE LOSS OF POWER. MR. HANDY SAID HE FELT WE SHOULD GET A GENERATOR THAT CAN BE MOVED AROUND IF NECESSARY. MR. CAMPBELL STATED HE HAD NOT PRICED A PERMANENT GENERATOR BUT A REMOVABLE ONE WOULD RUN ABOUT \$4,500. WE DO NEED SOMETHING IN CASE WE HAVE AN EXTENDED POWER OUTAGE. THE GENERATOR WE HAVE NOW WILL RUN THE LIGHTS AND THE FURNACE BUT WILL NOT RUN THE COMPUTERS AND THAT IS WHERE ALL OUR INFORMATION IS TO RUN THE DAY TO DAY ACTIVITIES.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO PUT \$10,000 IN THE OFFICE BUDGET AND DECIDE LATER WHETHER TO PURCHASE A GENERATOR AND WHAT KIND TO PURCHASE.

WITH THOSE DECISIONS MADE THE BUDGET (attached) WAS FINALIZED AT \$1,857,200.00 AND WITH \$45,417.49 UNEXPENDED FREE CASH, APPROVED BY THE BOARD AND READY TO BE VOTED ON AT ANNUAL DISTRICT MEETING..

MRS. WARD STATED THAT THE DISCUSSION ON WATER RATES WAS TABLED AT THE LAST MEETING. THE BOARD HAD REQUESTED THAT SHE DO SEVERAL SCENARIOS OF WHAT INCREASES WOULD PRODUCE, A LONG RANGE PLAN OF PROJECTS THAT WILL NEED TO BE DONE IN THE FUTURE AND WHAT WOULD BE NEEDED FROM THE RATE INCREASE.

SHE STATED THAT SINCE THE RATE INCREASE IN 2008 OUR MAINTENANCE AND OPERATION COSTS HAVE INCREASED BY 18% AS WELL AS ADDING THE SET CO-OP ASSESSMENT EACH YEAR OF \$58,000. THE RETIREMENT ASSESSMENT HAS GONE UP BY 28%. IF WE ARE GOING TO BE ABLE TO KEEP EQUIPMENT CURRENT AND OUR INFRASTRUCTURE SOUND WE WILL NEED TO RAISE RATES OR OUR FREE CASH WILL GET LOWER EACH YEAR AND WE WON'T BE ABLE TO ACCOMPLISH THAT GOAL. THE BOARD WAS GIVEN A RATE SURVEY OF THE OTHER DISTRICTS IN THE TOWN AS WELL AS LOCAL DISTRICTS OF APPROXIMATELY THE SAME SIZE, SHOWING THE COST OF THE SAME AMOUNT OF WATER AND THE SAME PROPERTY VALUATION FOR TAXES IN EACH DISTRICT. OUR DISTRICT IS WELL BELOW THE OTHERS.

MRS. WARD GAVE THE BOARD A COPY OF THE DIFFERENT SCENARIOS OF WHAT A RATE INCREASE TO THE WATER RATES AS WELL AS THE CUSTOMER CHARGE (attached) WOULD ACCOMPLISH. SHE STATED THAT IT WAS HER RECOMMENDATION, SINCE THE BOARD DID NOT WANT TO INCREASE THE TAX RATE, THAT THEY INCREASE WATER RATES BY \$.50 PER THOUSAND GALLONS TO \$3.00 PER THOUSAND.

THE BOARD ASKED MRS. WARD WHAT SHE FELT WE NEEDED THE INCREASE TO ACCOMPLISH. SHE STATED THAT SHE FELT WE NEEDED TO BRING IN \$200,000 WHICH IS APPROXIMATELY 20% OF MAINTENANCE AND OPERATION. MR. LYONS SUGGESTED RAISING THE CUSTOMER CHARGE AS THAT WAS A SET FEE.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO INCREASE THE CUSTOMER CHARGE FROM \$24.00 EVERY SIX MONTHS TO \$32.00 EVERY SIX MONTHS AND INCREASE THE WATER RATE FROM \$2.50 PER THOUSAND GALLONS TO \$2.75 PER THOUSAND GALLONS EFFECTIVE IMMEDIATELY AND BILLED ON THE FALL, 2013 WATER BILLS

MR. CAMPBELL EXPLAINED THAT THERE HAS BEEN AN INCREASE IN EMERGENCY LEAKS BECAUSE THE 2" MAIN IS COMING OF AGE. PIPE IS DETERIORATING AND BARNACLES ARE RUBBING OFF AND THE LEAKS BEGIN. HE HAD A LONG LIST OF MAIN REPLACEMENT PROJECTS INCLUDED IN THE LONG TERM PLAN.

**BORNE WATER DISTRICT
COMMISSIONERS MEETING APRIL 3, 2013**

MRS. WARD STATED THAT SHE FELT IT WAS IMPORTANT FOR THE BOARD TO DECIDE ON A POLICY FOR MAIN REPAIR. IN THE PAST THE POLICY WAS IF IT WASN'T BROKEN, DON'T FIX IT ALTHOUGH THERE WERE SOME PLANNED MAIN REPLACEMENT DONE. MR. CAMPBELL SEEMS TO BE MORE PROACTIVE IN REPLACING MAINS THAT HAVE HAD SEVERAL EMERGENCY LEAKS REPAIRED. WE NEED TO FIGURE OUT WHAT WE WANT TO PUT IN THE BUDGET EACH YEAR IF THERE IS A NEED FOR A LARGE NUMBER OF REPLACEMENTS.

MR. CAMPBELL STATED THAT THERE WAS A LEAK IN PROGRESS AT AMRITA ISLAND WHICH HAD ONE OF THE SEVERAL POURED JOINTS IN THE SYSTEM THAT ARE A PROBLEM. MARJORIE AVE HAS BEEN REPAIRED MANY TIMES AND THE 2 INCH PIPE REALLY NEEDS TO BE REPLACED WITH A SIX INCH PIPE.

MR. HANDY STATED THAT HE DID NOT EXPECT US TO USE RICK RAGONE ON THE COVE LANE JOB. MR. LYONS ASKED WHAT WAS THE THRESHOLD AS TO WHETHER WE USE A CONTRACTOR OR DIG OURSELVES.

MR. CAMPBELL STATED THAT A JOB OF THAT SIZE WOULD TAKE SEVERAL WEEKS FOR US TO COMPLETE. IF WE ARE ON A JOB OF THAT SIZE AND HAVE A LEAK ELSEWHERE WE WOULD HAVE TO PULL THE CREW OFF THE JOB. WE NEEDED A LARGER MACHINE AS THERE IS WATER IN THE AREA AND THE TRENCHES FILL UP QUICKLY. WE BACKFILLED AND SET THE HYDRANTS. WE NEEDED TO GET THE MAIN IN TO GIVE IT TIME TO SETTLE BEFORE THE TOWN PAVED THE ROAD, WHICH IS WHY WE PLANNED THE JOB AND NEEDED TO GET IT DONE QUICKLY AS WELL AS TO PROVIDE FIRE PROTECTION AS THERE WERE NO HYDRANTS PREVIOUSLY.

MR. LYONS STATED THAT MAYBE WE NEED TO SLOW DOWN ON OLD MAIN REPLACEMENT. MR. CAMPBELL STATED THAT HE WAS TRYING TO BE PROACTIVE. MR. HANDY STATED THAT WE NEED TO USE THE MEN AND THE EQUIPMENT WE HAVE RATHER THAN FARM THE JOB OUT TO A CONTRACTOR.

THE BOARD DECIDED TO TABLE THE DISCUSSION ON A MAIN REPLACEMENT POLICY UNTIL THE NEXT MEETING.

MR. CAMPBELL STATED THAT THE AGENDA ITEM REGARDING THE LEASE FOR WS-4 WAS NOT READY FOR SIGNATURES YET AND WOULD BE PRESENTED AT THE NEXT MEETING.

SUPERINTENDENTS REPORT

IN REGARDS TO COVE LANE WE HAVE PRESSURE TESTED AND CHLORINATED THE MAIN AND WILL BE SAMPLING ON THURSDAY AND FRIDAY. WHEN IT PASSES THE CREW WILL BE CHANGING OVER THE SERVICES FROM THE OLD MAIN TO THE NEW MAIN.

I HAVE TRANSITION COUPLINGS ON ORDER FROM SMITH-BLAIR FOR THE WINGS NECK CAUSEWAY - CULVERT. THEY ARE BEING MACHINED OF STAINLESS STEEL AND I SHOULD HAVE THEM BY THE MIDDLE OF THE MONTH. WE WANT TO COMPLETE THIS PROJECT BEFORE THE MIDDLE OF MAY. THERE IS NO PROBLEM FROM CONSERVATION TO

**BOURNE WATER DISTRICT
COMMISSIONERS MEETING APRIL 3, 2013**

WORK IN AND ON THIS MARSH LAND. WE WILL HAVE TO REPLANT THE MARSH WITH BEACH GRASS WHEN WE ARE DONE.

FLOOR DRAINS – HEALTH BOARD TOOK RECOMMENDATIONS OF THE HEALTH DEPT AND THE THREE DISTRICT SUPERINTENDENTS AND ADOPTED THE REGULATIONS AS REVISED. THIS IS ONE OF THE NECESSARY DOCUMENTS NEEDED TO MOVE ALL THE DISTRICTS WATER MANAGEMENT ACTS FORWARD AT RENEWAL

WE ARE SLOWLY CATCHING UP ON REPAIRS, LOAMING, SEEDING, BLACK TOP PATCHING, AND THE EVERY DAY TO DAY JOBS OF THE DISTRICT

I AM WORKING ON THE WEB SITE AND LEARNING MORE ABOUT ELECTRONIC CCR FILING

MR. CAMPBELL STATED THAT THERE HAD BEEN AN INCREASE IN DUMPING ON VALLEY BARS ROAD. HE HAS SPOKEN WITH ATTORNEY O'CONNOR ABOUT IT AND HE FEELS WE ARE IN OUR RIGHTS TO PUT UP A GATE AS LONG AS THE LANDOWNER, PHIL AUSTIN IS GIVEN A KEY. HE ASKED THE BOARD'S PERMISSION TO APPROACH THE BOARD OF SELECTMEN IN THIS REGARD DUE TO THE RISK OF CONTAMINATION. MR. LYONS EXPRESSED CONCERN OF ACCESS TO SOMEONE WHO WAS WALKING THE AREA. MR. CAMPBELL STATED THAT THE TOWN WOULD WORK WITH US IN CREATING A PARKING AREA AT BOTH ENDS FOR THAT PURPOSE. THE BOARD AGREED TO ALLOW HIM TO SPEAK WITH THE BOARD OF SELECTMEN.

MR. LYONS MADE A MOTION TO ADJOURN, IT WAS SECONDED AND THE MEETING ADJOURNED AT 10:00 AM.

RESPECTFULLY SUBMITTED,

Nancy Ward

**NANCY WARD
DISTRICT CLERK**

BOARD OF WATER COMMISSIONERS

Brian S. Handy

BRIAN S. HANDY, CHAIRMAN

MICHAEL R. LYONS
[Signature]

PETER R. WAY

- Documents used:
- Rate survey
- District Cost Comparison
- Rate Scenario increase
- Free Cash projection
- Tank Painting Schedule
- On file in Water Rates file

2013 MAY 24 PM 2 34

TOWN CLERK'S OFFICE
BOURNE, MASS

PROPOSED FY14 BUDGET

ARTICLE	APPROPRIATIONS	FREE CASH	RAISE & APROP WATER	RAISE & APPROP TAXES	AVAILABLE FUNDS
			\$622,793.00		
M&O					
SALARIES AND WAGES	\$ 615,700.00				
OFFICE EXPENSE	\$ 92,500.00				
PUMPING STATIONS	\$ 235,000.00				
STOCK & EQUIPMENT	\$ 83,000.00				
VEHICLE EXPENSE	\$ 52,000.00				
UNEMPLOYMENT INS	\$ 1,000.00				
INSUR./LIAB/FIRE/WC/AUTO	\$ 67,000.00				
HEALTH INS/MEDICARE	\$ 227,000.00				
TOTAL M&O	\$ 1,373,200.00	\$ 113,200.00	\$ 1,050,000.00	\$ 210,000.00	
DEBT & INTEREST	\$ 2,000.00	\$2,000.00			
STATE ASSESSMENT	\$ 5,000.00	\$5,000.00			
RESERVE FUND	\$ 25,000.00	\$25,000.00			
METERS AND EQUIPMENT	\$ 75,000.00	\$73,775.51			contractors trailer excavator fy13 \$ 28.69 \$1,195.80
COUNTY RETIREMENT	\$ 106,000.00	\$106,000.00			
AUDIT	\$ 8,000.00	\$8,000.00			
PAINT/REP/INSPECT TANKS	\$ 95,000.00	\$95,000.00			
TEST WATER SAMPLES	\$ 37,000.00	\$37,000.00			
SCADA	\$ 15,000.00	\$15,000.00			
GASB 45	\$ 5,000.00	\$5,000.00			
STABILIZATION FUND	\$ 17,000.00	\$17,000.00			capital improvement \$ 18,600.00
MAINS EXT/REP	\$ 30,000.00	\$11,400.00			
PURCHASE WATER	\$ 56,000.00	\$56,000.00			
OFFICE ROOF	\$ 8,000.00	\$ 8,000.00			
TOTAL ARTICLES	\$484,000.00	\$464,175.51			
		\$ 577,375.51	\$ 1,050,000.00	\$ 210,000.00	\$ 18,628.69
TOTAL BUDGET	\$1,857,200.00				\$ 1,856,004.20
UNEXPENDED FREE CASH		\$45,417.49			

**BOURNE WATER DISTRICT
COMMISSIONERS MEETING APRIL 3, 2013**

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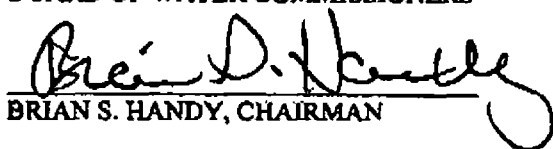
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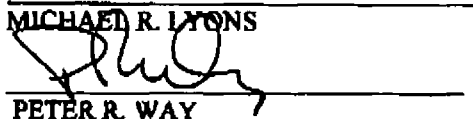
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RESPECTFULLY SUBMITTED,


NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS


BRIAN S. HANDY, CHAIRMAN

MICHAEL R. LYONS

PETER R. WAY

- Documents used:
- Rate survey
- District Cost Comparison
- Rate Scenario increase
- Free Cash projection
- Tank Painting Schedule
- On file in Water Rates file

2013 MAY 24 PM 2 34
TOWN CLERK'S OFFICE
BOURNE, MASS

BOURNE WATER DISTRICT
ANNUAL DISTRICT MEETING WARRANT, APRIL 22, 2013

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

GREETINGS:

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

2013 APR 10 PM 1:12
TOWN CLERK'S OFFICE
BOURNE, MASS

JAMES F. PEEBLES ELEMENTARY SCHOOL
APRIL 22, 2013

WHERE POLLS WILL OPEN AT 5:00 P.M. AND CLOSE AT 7:00 P.M. AND THEN AND THERE TO VOTE FOR THE FOLLOWING OFFICER TO WIT:

ONE WATER COMMISSIONER FOR THREE YEARS

AND TO MEET ON MONDAY APRIL 22, 2013 AT 7:00 P.M. AT

JAMES F. PEEBLES SCHOOL
70 TROWBRIDGE ROAD, BOURNE MASSACHUSETTS

THEN AND THERE TO ACT UPON THE FOLLOWING ARTICLES:

ARTICLE 1. TO SEE WHAT SUM OF MONEY THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS, TO DEFRAY THE REGULAR EXPENSES OF THE DISTRICT FOR THE FISCAL YEAR BEGINNING JULY 1, 2013; INCLUDING SALARIES AND WAGES, OFFICE EXPENSE, STOCK AND EQUIPMENT, OPERATION AND MAINTENANCE, GROUP HEALTH, LIFE AND DENTAL INSURANCE, TRAVEL EXPENSES IN AND OUT OF STATE, LEGAL AND ENGINEERING EXPENSES AND SUCH OTHER EXPENSES AS MAY BE DEEMED NECESSARY BY THE BOARD OF WATER COMMISSIONERS, OR ACT ANYTHING THEREON.

ARTICLE 2. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY FOR COSTS ON ANY NEW FUNDED DEBT OR TEMPORARY LOANS, OR ACT ANYTHING THEREON.

ARTICLE 3. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS, A SUM OF MONEY TO PAY TO THE MASSACHUSETTS DEPARTMENT OF ENVIRONMENTAL PROTECTION IN ACCORDANCE WITH MASSACHUSETTS GENERAL LAW CHAPTER 21A, SECTION 18A, OR ACT ANYTHING THEREON.

ARTICLE 4. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS, A SUM OF MONEY TO BE USED BY THE BOARD OF WATER COMMISSIONERS AS A RESERVE FUND AS AUTHORIZED UNDER CHAPTER 40 SECTION 5C OR ACT ANYTHING THEREON.

ARTICLE 5. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO PURCHASE WATER METERS AND METER READING EQUIPMENT, OR ACT ANYTHING THEREON.

**BOURNE WATER DISTRICT
ANNUAL DISTRICT MEETING WARRANT, APRIL 22, 2013**

ARTICLE 6. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO PAY THE TREASURER OF THE BARNSTABLE COUNTY RETIREMENT SYSTEM IN ACCORDANCE WITH THE PROVISIONS OF GENERAL LAWS CHAPTER 32 SECTION 22 D OR ACT ANYTHING THEREON.

ARTICLE 7. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY FOR AN AUDIT OF THE DISTRICT'S BOOKS AND RECORDS FOR THE FISCAL YEAR ENDING JUNE 30, 2013 OR ACT ANYTHING THEREON.

ARTICLE 8. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR PAINT, REPAIR AND INSPECTION OF WATER TANKS AND TO PURCHASE TANK MIXERS OR ACT ANYTHING THEREON.

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

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

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

ARTICLE 12. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE ADDED TO THE STABILIZATION FUND IN ACCORDANCE WITH THE VOTE OF THE DISTRICT AT A SPECIAL DISTRICT MEETING DATED NOVEMBER 18, 2009
ARTICLE 1. TO INCLUDE FUNDS COLLECTED IN FY12 FROM THE BETTERMENTS ASSESSED ON SALT MARSH LANE OR ACT ANYTHING THEREON.

ARTICLE 13. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR WATER MAIN EXTENSION AND REPAIR, OR ACT ANYTHING THEREON.

ARTICLE 14. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED TO PURCHASE WATER, OR ACT ANYTHING THEREON.

ARTICLE 15. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO USED FOR REPLACEMENT OF THE ROOF AT THE DISTRICT OFFICE, OR ACT ANYTHING THEREON.

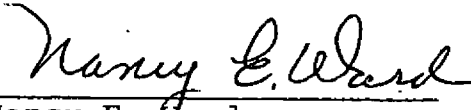
ARTICLE 16. TO SEE IF THE DISTRICT WILL VOTE TO ACCEPT THE ANNUAL REPORT OF THE DISTRICT FOR FY12, OR ACT ANYTHING THEREON.

BOURNE WATER DISTRICT
ANNUAL DISTRICT MEETING WARRANT, APRIL 22, 2013

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

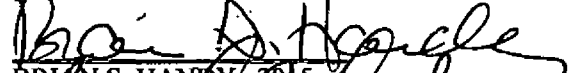
GIVEN UNDER OUR HANDS THIS 3RD DAY OF APRIL, 2013

I certify this to be a true and attested copy.




Nancy E. Ward
District Clerk

SIGNED:
THE BOARD OF WATER COMMISSIONERS



BRIAN S. HANDY 2015

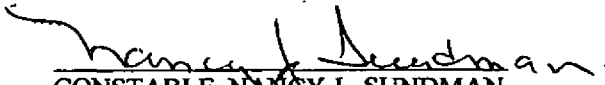


MICHAEL R. LYONS 2013



PETER R. WAY 2014

BARNSTABLE SS APRIL 16, 2013. I HEREBY CERTIFY THAT I HAVE PUBLISHED THE WARRANT BY POSTING ATTESTED TRUE COPIES IN THE BOURNE TOWN HALL AND IN THE POST OFFICES OF BOURNE, MONUMENT BEACH, POCASSET, CATAUMET, AND SOUTH SAGAMORE, MASSACHUSETTS.



CONSTABLE, NANCY J. SUNDMAN

REPORT OF THE ANNUAL DISTRICT MEETING APRIL 22, 2013**REPORT OF THE ANNUAL DISTRICT MEETING
HELD ON APRIL 22, 2013 AT THE
JAMES F. PEBBLES SCHOOL**

CLERK, NANCY WARD GAVE OATH TO THE TELLERS AND BALLOT CLERK KATHLEEN DRAKE. THE POLLS WERE OPEN FROM 5 P.M. TO 7 P.M.

THE BOARD OF WATER COMMISSIONERS, BRIAN S. HANDY AND MICHAEL R. LYONS WERE PRESENT.

THE BOARD OF WATER COMMISSIONERS APPOINTED WILLIAM HICKEY MODERATOR FOR THE ENSUING YEAR. CLERK, NANCY WARD ADMINISTERED THE OATH OF OFFICE TO MR. HICKEY.

THE BOARD OF WATER COMMISSIONERS APPOINTED NANCY WARD AS DISTRICT CLERK FOR THE ENSUING YEAR. MR. HICKEY ADMINISTERED THE OATH OF OFFICE TO MRS. WARD.

THE MEETING WAS CALLED TO ORDER AT 7:00 PM BY MODERATOR WILLIAM HICKEY.

MR. HICKEY READ THE GREETING OF THE WARRANT AND NOTED THAT THE WARRANT WAS SIGNED BY THE BOARD OF WATER COMMISSIONERS, CERTIFIED BY THE DISTRICT CLERK AND DULY POSTED IN ACCORDANCE WITH THE DISTRICT BYLAWS BY CONSTABLE NANCY J. SUNDMAN. MR. HICKEY NOTED THAT A QUORUM WAS PRESENT.

MR. HANDY MADE A MOTION TO DISPENSE WITH THE READING OF THE ARTICLES, IT WAS SECONDED AND THE MOTION CARRIED. THE MODERATOR ASKED THE VOTERS TO RESPOND BY SAYING HOLD TO ANY ARTICLE THEY WOULD LIKE TO DISCUSS. THE ARTICLES NUMBERS WERE READ, THERE WAS NO CALL FOR DISCUSSION AND THE FOLLOWING MOTIONS WERE MADE.

ARTICLE 1. TO SEE WHAT SUM OF MONEY THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS, TO DEFRAY THE REGULAR EXPENSES OF THE DISTRICT FOR THE FISCAL YEAR BEGINNING JULY 1, 2013; INCLUDING SALARIES AND WAGES, OFFICE EXPENSE, STOCK AND EQUIPMENT, OPERATION AND MAINTENANCE, GROUP HEALTH, LIFE AND DENTAL INSURANCE, TRAVEL EXPENSES IN AND OUT OF STATE, LEGAL AND ENGINEERING EXPENSES AND SUCH OTHER EXPENSES AS MAY BE DEEMED NECESSARY BY THE BOARD OF WATER COMMISSIONERS, OR ACT ANYTHING THEREON.

MOTION 1. MR. HANDY MOVED THE DISTRICT VOTE TO RAISE AND APPROPRIATE THE SUM OF \$1,260,000.00 AND TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$113,200.00 FOR A TOTAL OF \$1,373,200.00 FOR THE REGULAR EXPENSES OF THE DISTRICT FOR THE FISCAL YEAR BEGINNING JULY 1, 2013 TO INCLUDE SALARIES AND WAGES, OFFICE EXPENSE, STOCK AND EQUIPMENT, OPERATION AND MAINTENANCE, GROUP HEALTH, LIFE AND DENTAL INSURANCE, TRAVEL EXPENSES, LEGAL AND ENGINEERING EXPENSES AND SUCH OTHER EXPENSES DEEMED NECESSARY BY THE BOARD OF WATER COMMISSIONERS. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 2. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY FOR COSTS ON ANY NEW FUNDED DEBT OR TEMPORARY LOANS, OR ACT ANYTHING THEREON.

REPORT OF THE ANNUAL DISTRICT MEETING APRIL 22, 2013

MOTION 2. MR. LYONS MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$2,000.00 FOR COSTS ON ANY NEW FUNDED DEBT OR TEMPORARY LOANS. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 3. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS, A SUM OF MONEY TO PAY TO THE MASSACHUSETTS DEPARTMENT OF ENVIRONMENTAL PROTECTION IN ACCORDANCE WITH MASSACHUSETTS GENERAL LAW CHAPTER 21A, SECTION 18A, OR ACT ANYTHING THEREON.

MOTION 3. MR. WAY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$5,000.00 TO PAY THE MASSACHUSETTS DEPARTMENT OF ENVIRONMENTAL PROTECTION IN ACCORDANCE WITH MASSACHUSETTS GENERAL LAWS CHAPTER 21A, SECTION 18A. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 4. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS, A SUM OF MONEY TO BE USED BY THE BOARD OF WATER COMMISSIONERS AS A RESERVE FUND AS AUTHORIZED UNDER CHAPTER 40 SECTION 5C OR ACT ANYTHING THEREON.

MOTION 4. MR. HANDY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$25,000.00 TO BE USED BY THE BOARD OF WATER COMMISSIONERS AS A RESERVE FUND AS AUTHORIZED UNDER MASSACHUSETTS GENERAL LAWS CHAPTER 40, SECTION 5C. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 5. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO PURCHASE WATER METERS AND METER READING EQUIPMENT, OR ACT ANYTHING THEREON.

MOTION 5. MR. LYONS MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$73,775.51 AND TRANSFER FROM AVAILABLE FUNDS \$28.69 (FROM FY13 CONTRACTOR'S TRAILER AND \$1,195.80 (FROM 2013 EXCAVATOR) FOR A TOTAL OF \$75,000.00 TO PURCHASE WATER METERS AND METER READING EQUIPMENT. THE MOTION WAS SECONDED. THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 6. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO PAY THE TREASURER OF THE BARNSTABLE COUNTY RETIREMENT SYSTEM IN ACCORDANCE WITH THE PROVISIONS OF CHAPTER 32 SECTION 22 D, AS AMENDED, OF THE MASSACHUSETTS GENERAL LAWS, OR ACT ANYTHING THEREON.

MOTION 6. MR. WAY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$106,000.00 TO PAY THE TREASURER OF THE BARNSTABLE COUNTY RETIREMENT ASSOCIATION IN ACCORDANCE WITH THE PROVISIONS OF CHAPTER 32, SECTION 22D, AS AMENDED, OF THE MASSACHUSETTS GENERAL LAWS. THE MOTION WAS SECONDED. THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

REPORT OF THE ANNUAL DISTRICT MEETING APRIL 22, 2013

ARTICLE 7. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY FOR AN AUDIT OF THE DISTRICT'S BOOKS AND RECORDS FOR THE FISCAL YEAR ENDING JUNE 30, 2013 OR ACT ANYTHING THEREON.

MOTION 7. MR. HANDY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$8,000.00 FOR AN AUDIT OF THE DISTRICT'S BOOKS AND RECORDS FOR THE FISCAL YEAR ENDING JUNE 30, 2013. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 8. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR TANK MIXERS AND FOR PAINTING, REPAIR AND INSPECTION OF THE WATER TANKS, OR ACT ANYTHING THEREON.

MOTION 8. MR. LYONS MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$95,000.00 TO BE USED TO PURCHASE TANK MIXERS AND FOR PAINTING, REPAIRS AND INSPECTIONS OF THE WATER TANKS. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

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

MOTION 9. MR. WAY MOVED THE DISTRICT VOTE TO VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$37,000.00 FOR TESTING OF WATER SAMPLES. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

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

MOTION 10. MR. HANDY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$15,000.00 TO BE USED FOR UPGRADES TO THE SCADA SYSTEM. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

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

MOTION 11. MR. LYONS MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$5,000.00 TO BE USED FOR COMPLIANCE WITH THE GASB 45 REGARDING OTHER POST EMPLOYMENT BENEFITS. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

REPORT OF THE ANNUAL DISTRICT MEETING APRIL 22, 2013

ARTICLE 12. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE ADDED TO THE STABILIZATION FUND OR ACT ANYTHING THEREON.

MOTION 12. MR. WAY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$17,000.00 TO BE ADDED TO THE STABILIZATION FUND IN ACCORDANCE WITH THE VOTE AT A SPECIAL DISTRICT MEETING ON NOVEMBER 18, 2009. (ARTICLE 1: TO INCLUDE FUNDS COLLECTED IN FY2012 FROM THE BETTERMENTS ASSESSED ON THE SALT MARSH LANE WATER MAIN EXTENSION. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 13 TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR WATER MAIN EXTENSION OR REPAIR OR ACT ANYTHING THEREON.

MOTION 13. MR. HANDY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$11,400.00 AND \$18,600.00 FROM AVAILABLE FUNDS (THE CAPITAL IMPROVEMENT FUND) FOR A TOTAL OF \$30,000.00 TO BE USED FOR WATER MAIN EXTENSION AND REPAIR. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 14. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR THE PURCHASE OF WATER FROM THE UPPER CAPE REGIONAL WATER SUPPLY COOPERATIVE, OR ACT ANYTHING THEREON.

MOTION 14. MR. LYONS MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$56,000.00 TO BE USED FOR THE PURCHASE OF WATER FROM THE UPPER CAPE REGIONAL WATER SUPPLY COOPERATIVE. THE MOTION WAS SECONDED. THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE. A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY

ARTICLE 15. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED TO REPLACE THE OFFICE ROOF, OR ACT ANYTHING THEREON.

MOTION 15. MR. WAY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$8,000.00 TO BE USED TO REPLACE THE OFFICE ROOF, THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 16. TO SEE IF THE DISTRICT WILL VOTE TO APPROVE THE ANNUAL REPORT OF THE DISTRICT FOR FY12, OR ACT ANYTHING THEREON

MOTION 16. MR. HANDY MOVED THE DISTRICT VOTE TO APPROVE THE ANNUAL REPORT OF THE DISTRICT FOR FY2012. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ANNUAL DISTRICT MEETING - APRIL 22, 2013

PRECINCT 4

1. KATHLEEN DRAKE 28 OLD MONUMENT NECK RD.*
2. ANDREW CAMPBELL - 13 BELL RD. *
3. ROBIN MCINTYRE - 13 BELL RD. *

PRECINCT 5

4. MICHAEL R. LYONS - 4 HARWOOD DRIVE *
5. NANCY WARD - 80 WILLIAMS AVE. *

PRECINCT 6

6. BRIAN S. HANDY - 1312 ROUTE 28A *
7. WILLIAM E. HICKEY - 130 ELGIN RD. *

* ATTENDED MEETING

APPROVED FY14 BUDGET

ARTICLE	APPROPRIATIONS	FREE CASH	RAISE & APROP WATER	RAISE & APROP TAXES	AVAILABLE FUNDS
		\$622,793.00			
M&O					
SALARIES AND WAGES	\$ 615,700.00				
OFFICE EXPENSE	\$ 92,500.00				
PUMPING STATIONS	\$ 235,000.00				
STOCK & EQUIPMENT	\$ 83,000.00				
VEHICLE EXPENSE	\$ 52,000.00				
UNEMPLOYMENT INS	\$ 1,000.00				
INSUR./LIAB/FIRE/WC/AUTO	\$ 67,000.00				
HEALTH INS/MEDICARE	\$ 227,000.00				
TOTAL M&O	\$ 1,373,200.00	\$ 113,200.00	\$ 1,050,000.00	\$ 210,000.00	
DEBT & INTEREST	\$ 2,000.00	\$2,000.00			
STATE ASSESSMENT	\$ 5,000.00	\$5,000.00			
RESERVE FUND	\$ 25,000.00	\$25,000.00			
METERS AND EQUIPMENT	\$ 75,000.00	\$73,775.51			contractors trailer excavator fy13
COUNTY RETIREMENT	\$ 106,000.00	\$106,000.00			\$ 28.69 \$1,195.80
AUDIT	\$ 8,000.00	\$8,000.00			
PAINT/REP/INSPECT TANKS	\$ 95,000.00	\$95,000.00			
TEST WATER SAMPLES	\$ 37,000.00	\$37,000.00			
SCADA	\$ 15,000.00	\$15,000.00			
GASB 45	\$ 5,000.00	\$5,000.00			
STABILIZATION FUND	\$ 17,000.00	\$17,000.00			capital improvement
MAINS EXT/REP	\$ 30,000.00	\$11,400.00			\$ 18,600.00
PURCHASE WATER	\$ 56,000.00	\$56,000.00			
OFFICE ROOF	\$ 8,000.00	\$ 8,000.00			
TOTAL ARTICLES	\$484,000.00	\$464,175.51			
		\$ 577,375.51	\$ 1,050,000.00	\$ 210,000.00	\$ 18,628.69
TOTAL BUDGET	\$1,857,200.00				\$ 1,856,004.20
UNEXPENDED FREE CASH		\$45,417.49			

REPORT OF THE ANNUAL DISTRICT MEETING APRIL 22, 2013

THE MODERATOR ASKED THE CLERK TO COME FORWARD WITH THE RESULTS OF THE ELECTION. THE BALLOT COUNT WAS 14 BALLOTS CAST, 14 VOTES FOR MICHAEL R. LYONS. THE CLERK DECLARED MICHAEL R. LYONS HAS BEEN ELECTED AS WATER COMMISSIONER FOR A THREE YEAR TERM. MRS. WARD ADMINISTERED THE OATH OF OFFICE TO MR. LYONS.

MR. HANDY MADE A MOTION TO ADJOURN THE MEETING MR. WAY SECONDED THE MOTION AND THE MODERATOR ADJOURNED THE MEETING AT 7:15 PM.

RESPECTFULLY SUBMITTED,

Nancy Ward
NANCY WARD
DISTRICT CLERK

APPROVED:
BOARD OF WATER COMMISSIONERS

Brian S. Handy
BRIAN S. HANDY, CHAIRMAN 2015
Michael R. Lyons
MICHAEL R. LYONS 2016

PETER R. WAY 2014



BORNE WATER DISTRICT

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

**MEETING NOTICE
BORNE WATER DISTRICT BOARD OF WATER
COMMISSIONERS
WEDNESDAY, MAY 15, 2013**

Meeting to convene at 9:00A.M.
Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

**AGENDA
Regular Session**

NEW BUSINESS

1. Elect an Assistant Treasurer
2. Sign Engineering agreement for Station #8
3. Merit raises – Christopher Sparadeo and David Tsiakos

SUPERINTENDENT'S REPORT

To Town Clerk Please Post: Faxed 5/07/2013 9:30 AM

2013 MAY 7 AM 9 32
TOWN CLERK'S OFFICE
BORNE, MASS



BOURNE WATER DISTRICT

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

**MEETING NOTICE
BOURNE WATER DISTRICT BOARD OF WATER
COMMISSIONERS
WEDNESDAY, MAY 15, 2013**

Meeting to convene at 9:00A.M.
Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

**AGENDA
Regular Session**

NEW BUSINESS

1. Elect an Assistant Treasurer
2. Sign Engineering agreement for Station #8
3. Merit raises - Christopher Sparadeo and David Tsiakos
Revised and added
4. Request for abatement - Travaglione - 9 Colony Ave
5. Request for Board vote to provide water - Cataumet Harborview Homes

SUPERINTENDENT'S REPORT

To Town Clerk Please Post: Faxed 5/07/2013 9:30 AM
Revised 5/14/2013 8:50 AM

BOURNE, MASS
TOWN CLERK'S OFFICE
2013 MAY 14 PM 8 58

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING – MAY 15, 2013**

2013 JUN 4 AM 10 59

THE MEETING WAS DULY POSTED

TOWN CLERK'S OFFICE

THE MEETING WAS CALLED TO ORDER AT 9:00 AM. PRESENT COMMISSIONERS BRIAN HANDY AND PETER WAY, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

THE BOARD SIGNED THE MINUTES OF THE PREVIOUS MONTHS MEETING, THE WEEKLY WARRANT AND THE APRIL COMMITMENT AND ABATEMENTS

MRS. WARD STATED THAT THE BOARD NEEDED TO ELECT AN ASSISTANT TREASURER. MR. WAY NOMINATED MR. HANDY AS ASSISTANT TREASURER, MR. HANDY SECONDED THE MOTION AND THE BOARD VOTED MR. HANDY AS ASSISTANT TREASURER.

MR. CAMPBELL STATED THAT THE ENGINEERING AGREEMENT WITH HALEY AND WARD, FOR WS-4, WAS READY FOR THE SIGNATURE OF THE BOARD. HE STATED THAT ATTORNEY O'CONNOR HAD LOOKED IT OVER AND APPROVED IT. MR. HANDY STATED THAT HE HAD NEVER SEEN THIS CONTRACT AND WAS NOT SIGNING IT AT THIS TIME. THE BOARD QUESTIONED THE DOLLAR AMOUNT OF THE CONTRACT AND ASKED MR. CAMPBELL TO GET A BETTER BREAKDOWN AS TO WHY IT WOULD COST HALEY & WARD OVER \$285,800 FOR CONSTRUCTION OVERSIGHT.

MR. CAMPBELL STATED THAT CHRISTOPHER SPARADEO HAD OBTAINED HIS 2A EXCAVATOR'S LICENSE AND HIS D-1 OPERATORS LICENSE. HE HAS BECOME OUR PRIMARY READER FOR WATER BILLING. DAVID TSLAKOS HAS OBTAINED HIS 2A EXCAVATOR'S LICENSE. WHEN CHRIS IS NOT READING THEY TEAM UP ON THE NOTES AND HAVE DONE A VERY GOOD JOB IN BOTH THE METER MAINTENANCE AND PROPERTY MAINTENANCE OF THE DISTRICT. THEY HAVE BECOME THE TROUBLESHOOTING TEAM AND AMBASSODORS IN THE DISTRICT AND ARE DOING A VERY GOOD JOB. I FEEL THE BOARD SHOULD CONSIDER A \$.50 PER HOUR MERIT RAISE FOR EACH OF THEM.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO ALLOW THE RAISES.

MRS. WARD GAVE THE BOARD A LETTER FROM RICHARD TRAVAGLIONE OF 9 COLONY AVE. (attached) THE PROPERTY HAD BEEN SHUT OFF FOR NON-PAYMENT AND HE WAS CHARGED INTEREST, CERTIFIED MAIL CHARGES AND A SHUT OFF FEE TOTALING \$101.35. KATHY TRIED TO GET IN TOUCH WITH THEM BEFORE CERTIFIED MAIL WAS SENT, AS THE BILL WAS ONLY \$26.50, BUT THE PHONE NUMBER WE HAD WAS NO LONGER IN SERVICE AND INFORMATION DID NOT HAVE A NEW NUMBER FOR THEM. WE HAD NOT RECEIVED ANY RETURNED MAIL FROM THE POST OFFICE.

HE HAD NEGLECTED TO NOTIFY US OF HIS ADDRESS CHANGE AND TAKES FULL RESPONSIBILITY BUT IS ASKING FOR ANY CONSIDERATION THE BOARD WOULD GIVE FOR AN ABATEMENT.

AFTER SOME DISCUSSION THE BOARD DID FEEL THAT MR. TRAVAGLIONE WAS REMISS IN NOT NOTIFYING THE DISTRICT OF HIS ADDRESS CHANGE, BUT IN THE INTEREST OF GOOD CUSTOMER RELATIONS VOTED UNANIMOUSLY TO ABATE 1/2 OF THE CHARGES ASSOCIATED WITH THE LATE PAYMENT REPRESENTING AN ABATEMENT OF \$50.67.

MR. CAMPBELL GAVE THE BOARD A PROPOSED PLAN OF THE WATER MAIN FOR THE CATAUMET HARBORVIEW HOMES PROJECT AND STATED THAT THEY WOULD BE LOOPING THE MAJN WITH AN 8" MAIN ON THE RAILROAD SIDE AND A 6" MAIN ON THE POND SIDE OF SHORE RD. THE MAIN MEETS OUR SPECIFICATIONS BUT THEY NEED A VOTE OF THE BOARD THAT WE WILL PROVIDE WATER BEFORE THEY CAN TAKE THE PLAN BEFORE THE PLANNING BOARD AND THE BOARD OF APPEALS.

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING - MAY 15, 2013**

MR. WAY ASKED IF THIS PROJECT WAS BROUGHT UP IN THE PAST. MR. CAMPBELL STATED THAT IS WAS BUT THEY WERE PLANNING MUCH MORE DENSITY AND IT WAS NOT APPROVED BY THE TOWN.

MR. HANDY ASKED WHAT WAS THE GAIN WITH THE LOOP SO CLOSE TOGETHER. MR. CAMPBELL STATED THAT THE DIFFERENCE IN THE PIPE SIZE WOULD CREATE THE FLOW.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO SUPPLY WATER TO THE CATAUMET HARBORVIEW HOMES PROJECT AS LONG AS THEY ADHERE TO ALL OF OUR SPECIFICATIONS.

SUPERINTENDENTS REPORT - 15 MAY 2013

COVE LANE:

- ALL SERVICES OFF 4" AC AND ON 6" PVC
- CHLORINATION TAPS OFF AND HARDWARE PULLED
- 4" AC CUT OFF FROM 8" CI-KENWOOD RD
- FINISHING UP WITH RECLAIM ON PARTS OF ROAD - LOAM & SEED EDGE OF ROAD

WINGS NECK RD:

- REPLACE COUPLINGS ON 20 MAY 2013 - PLAN TO DO BOTH SIDES
- NEW COUPLINGS WILL BE STAINLESS STEEL MANUFACTURED JUST FOR THIS JOB
- RICK RAGONE WILL BE DOING THE DIGGING AND BWD WILL MAKE REPAIRS

STATION #2PUMP:

- WILL BE PULLING PUMP FROM WELL END OF SEPTEMBER
- EVALUATE ONCE PUMP IS OUT OF WELL
- HAVE BEEN SLOWLY LOOSING GPM'S

GENERATOR FOR OFFICE:

- CALLS INTO GENERIC AND KOHLER FOR FIXED UNITS
- WILL BE MEETING WITH REPS SOON
- RESEARCHING OTHER GENERATORS AND ADD-ONS FOR CLEAN POWER

STATION #8

- REMOVING STONE AND LINING LARGE STONE AROUND PROPERTY EDGE
- SONIC BORING STARTED 14 MAY AND ENDING 15 MAY
- DRILL WELL - MIDDLE OF JUNE
- FOOTINGS - 22/23 MAY
- POURED WALLS - 29/30 MAY
- CUT INTO 20" MAIN - 4/5 JUN
- BWD WILL BE DRAINING THE OTIS TANK TO INSPECT AND CLEAN WHILE MAIN IS BEING CUT INTO

NOTES:

24APRIL2013 - RECEIVED A CALL FROM A CUSTOMER ON ALONA AVE TO COMPLIMENT DAVID T ON HOW KIND AND PROFESSIONAL HE WAS IN CHANGING OUT HER METER

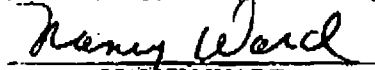
START TO THINK ABOUT REPLACING GATES IN SOUTH SAGAMORE AND MAY WANT TO DO THIS UNDER A CONTRACT AS MOST ARE IN STATE ROADS AND MAY REQUIRE MORE MAN POWER THAN WE HAVE AVAILABLE

THE LEASE FOR WS4 SHOULD BE FORTH COMING - THE LAST OF THE REQUEST FOR INSURANCE HAS BEEN MET

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING -- MAY 15, 2013**

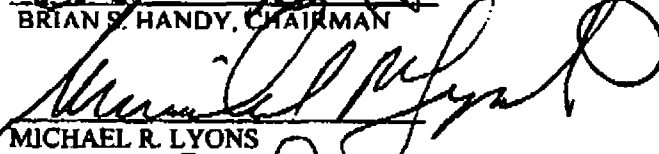
MR. HANDY MADE A MOTION TO ADJOURN, MR. WAY SECONDED THE MOTION AND THE MEETING ADJOURNED AT 9:40AM.

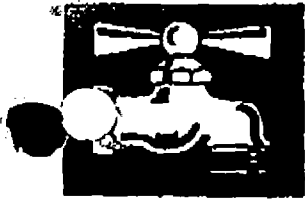
RESPECTFULLY SUBMITTED,



**NANCY WARD
DISTRICT CLERK**

BOARD OF WATER COMMISSIONERS


BRIAN S. HANDY, CHAIRMAN
MICHAEL R. LYONS
PETER R. WAY



BOURNE WATER DISTRICT

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

MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS TUESDAY, JUNE 4, 2013

Meeting to convene at 8:30 A.M.
Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

AGENDA
Regular Session

NEW BUSINESS

1. Sign Engineering agreement for Station #8

SUPERINTENDENT'S REPORT

To Town Clerk Please Post: Faxed 5/30/2013 *4:05 PM*

2013 MAY 31 PM 12 35
TOWN CLERK'S OFFICE
BOURNE, MASS

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING - JUNE 4, 2013**

THE MEETING WAS DULY POSTED

2013 JUL 11 AM 10 56

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT COMMISSIONERS BRIAN HANDY, PETER WAY AND MICHAEL LYONS, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

THE BOARD SIGNED THE MINUTES OF THE PREVIOUS MONTHS MEETING, THE WEEKLY WARRANT AND THE MAY COMMITMENT AND ABATEMENTS.

MRS. WARD GAVE THE BOARD A BREAKDOWN OF THE ESTIMATED TIME TO BE SPENT AND COST OF ENGINEERING FOR WS-4. SHE STATED THAT BOARD NEEDED TO DECIDE WHETHER TO SIGN THE CONTRACT. MR. HANDY STATED THAT HE STILL QUESTIONED THE AMOUNT OF HOURS IN THE CONTRACT. HE STATED THAT MR. CAMPBELL MENTIONED AT A PRIOR MEETING THAT HE WAS SPENDING TIME GOING OVER THE PLANS AND MAKING THE CORRECTIONS THE ENGINEER SHOULD BE MAKING. YOU SAID THERE WERE PROBLEMS AT STATION 7 THAT WERE NOT RECTIFIED BY HALEY AND WARD. MR. CAMPBELL STATED THAT THERE ARE ALWAYS CHANGES ON BOILERPLATE DRAWINGS AND THE PROBLEMS WITH STATION 7 HAVE BEEN RECTIFIED IN STATION 8.

MRS. WARD SAID THAT THE CONTRACT IS A "NOT TO EXCEED" CONTRACT AND THEY ARE ESTIMATING HIGH. GREG ELDRIDGE TOLD HER THAT THEY HAD TO ESTIMATE USING WORST CASE SCENARIO, FIGURING A YEAR TO COMPLETE. MR. HANDY ASKED MR. CAMPBELL WHAT HE FELT THE TIME FRAME WAS TO COMPLETE THE JOB. MR. CAMPBELL STATED HE FELT IT WOULD BE COMPLETED IN SIX MONTHS IF NOTHING WENT WRONG.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO SIGN THE CONTRACT.

MRS. WARD STATED THAT DUE TO SAMPLES THAT WERE NOT ANTICIPATED, THE LINE APPROPRIATION FOR TESTING WATER SAMPLE WAS ALREADY OVERSPENT BY \$1,551 THROUGH MAY WITH JUNE SAMPLE CHARGES NOT INCLUDED. SHE ASKED THE BOARD PERMISSION TO DO A RESERVE FUND TRANSFER WHEN THE FISCAL YEAR END FIGURES WERE IN.

THE BOARD VOTED UNANIMOUSLY TO ALLOW THE TRANSFER FROM THE RESERVE FUND.

SUPERINTENDENTS REPORT - 04 JUNE 2013

COVE LANE:

- COMPLETED
- ONLY NEED TO RE-PATCH ROAD WHERE WE HAD TO CUT BLACK-TOP TO ACCESS CHLORINATION TAPS

WINGS NECK RD:

- REPLACED COUPLINGS ON 20 MAY 2013
- NEW COUPLINGS WERE A BIT CHALLENGING, BUT THE CREW WORKED THROUGH PROBLEMS
- RICK RAGONE WAS A HUGE HELP BOTH WITH THE EXCAVATOR AND HIS KNOWLEDGE BASE

KENWOOD RD

- REPLACED THE LAST AP SMITH HYDRANT ON THE STREET
- THIS WAS A NON-GATED HYDRANT THAT WAS LEAKING BY

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING - JUNE 4, 2013**

- ALL HYDRANTS ON KENWOOD RD ARE NOW MUELLER AND GATED

BELL BUOY RD

- THE LEAK ON BELL BUOY WAS A POURED JOINT 6X6X2 TEE THAT THE LEAD BLEW OUT
- CREW CUT OUT THE TEE, PUT IN STRAIGHT 6" PIPE AND MADE A 2" TAP FOR HILL STREET.

STATION #8

- FOOTINGS - 22/23 MAY
- STRIPPED FOOTING FORMS AND SET-UP RE-BAR AND WALL FORMS - 27/29 MAY
- MASON BUILDING TEST WALL - 4/5 JUN
- CC CONSTRUCTION - CUT INTO 20" MAIN - 6 JUN
- POURING WALLS - 10/11 JUN
- MASONS START WALL - 17/18 JUN
- CONTINUE TO STACK ROCKS, TRUCK OUT ROCKS, AND FINISH SITE WORK

CCR

- AT PRINTERS AND BEING DELIVERED 5/6 JUN
- BEING MAILED AND DISTRIBUTED 11/12 JUN

SPEAKING AND PRESENTING

- POCASSET CIVIC ASSOCIATION - WHO IS BOURNE WATER DISTRICT
- SOUTHEASTERN DRINKING WATER FAIR - EMERGENCY PREPAREDNESS

MR. LYONS ASKED THAT HE BRING UP THE NECESSITY OF KEEPING HYDRANTS CLEAR OF OBSTRUCTION.

VALLEY BARS RD

- WORKING WITH GEORGE SALLA TO ERECT GATES AT BOTH ENDS OF ROAD
- PLAN TO MEET WITH SELECTMEN AT SOME POINT


MR. HANDY MADE A MOTION TO ADJOURN, MR. LYONS SECONDED THE MOTION AND THE MEETING ADJOURNED AT 9:00 AM.

RESPECTFULLY SUBMITTED,



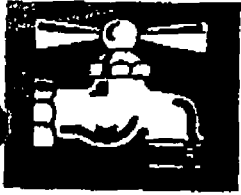
NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS


BRIAN S. HANDY, CHAIRMAN
MICHAEL R. LYONS
PETER R. WAY

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING – JUNE 4, 2013**

**DOCUMENTS USED:
BREAKDOWN OF CONTRACT COST (ON FILE)
ENGINEERING CONTRACT FOR WS-4 (ATTACHED)**



BOURNE WATER DISTRICT 2013 JUL 3 AM 11 26

211 Barlow's Landing Road, P.O. Box 1447 TOWN CLERK'S OFFICE
Pocasset, Massachusetts 02559-1447 BOURNE, MASS
Office: 508-563-2294 Fax: 508-564-4661

**MEETING NOTICE
BOURNE WATER DISTRICT BOARD OF WATER
COMMISSIONERS
THURSDAY, JULY 11, 2013**

Meeting to convene at 8:30 A.M.
Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

AGENDA
Regular Session

NEW BUSINESS

1. Request for abatement - Beverly Triff - underground leak

SUPERINTENDENT'S REPORT

To Town Clerk Please Post: Faxed 7/03/2013 at 11:00am

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING - JULY 11, 2013**

2013 AUG 14 PM 4 22

THE MEETING WAS DULY POSTED.

TOWN CLERK'S OFFICE
BORNE, MASS

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT COMMISSIONERS BRIAN HANDY, MICHAEL LYONS AND PETER WAY, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

MRS. BEVERLY TRIFF AND HER SON PETER JOINED THE MEETING AT 8:35 AM. SHE SENT A LETTER TO THE BOARD REQUESTING AN ABATEMENT. (on file)

MRS. WARD EXPLAINED THAT MRS. TRIFF FROM 490 SCRAGGY NECK RD. GOT A HUGE BILL DUE TO AN UNDERGROUND LEAK. WHEN KATHY DOWNLOADED THE READINGS THAT ONE POPPED RIGHT OUT WITH A USAGE OF 4,169,000 GALLONS. SHE CALLED THE OWNER AND SENT THE MEN OVER TO THE PROPERTY RIGHT AWAY AND THEY PULLED THE METER FROM THE PIT AND SAW THAT THE METER WAS SPINNING LIKE CRAZY, THEY SPOKE WITH THE HOMEOWNER WHO REQUESTED THEY SHUT OFF THE WATER AND SHE CALLED A CONTRACTOR. SHE REQUESTED A METER TEST, WHICH WE DID AND IT TESTED FINE. THE LEAK WAS UNDERGROUND AND AFTER PROFILING THE METER WE FOUND THAT FROM JAN 21 UNTIL WE SHUT THE WATER OFF ON JUNE 6TH THERE WAS A CONSISTENT USAGE OF BETWEEN 30,000-31,000 PER DAY. THE BILL WAS \$10,422.50. THE MEN SAID THERE WAS NO PUDDLING OR NOTICEABLE WET AREA AT THE AREA OF THE SERVICE LINE THAT WAS LEAKING.

MR. TRIFF QUESTIONED THE SUPERINTENDENT AS TO WHY THERE WAS NO EVIDENCE OF A LEAK OF THAT SIZE. MR. CAMPBELL STATED THAT IN THAT AREA THE WATER COULD EASILY PERCOLATE THROUGH THE SAND AND INTO THE OCEAN.

MRS. TRIFF STATED THAT SHE FELT IT WAS AWFUL TO LOSE THAT MUCH WATER BUT SHE WAS UNAWARE OF THE LEAK AND HAD IT FIXED IMMEDIATELY. SHE ASKED THE BOARD TO CONSIDER AN ABATEMENT OF CHARGES AS THEY SAW FIT.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO CHARGE \$2,500 FOR THE WATER AND THE CUSTOMER CHARGE OF \$24.00 FOR A TOTAL OF \$2,524. ALLOWING AN ABATEMENT OF \$7,922.50. THE BOARD VOTED 2-1 TO ALLOW MRS. TRIFF ONE YEAR WITH NO INTEREST TO PAY THE BILL.

MR. CAMPBELL STATED THAT BOB PROPHETT WAS THE TEAM LEADER WHILE THE FOREMAN WAS ON VACATION AND DID A VERY GOOD JOB. HE HAS PASSED T-1 EXAM AND WILL BE TAKING HIS T-2 EXAM IN THE FALL.

MR. CAMPBELL STATED HE WOULD LIKE TO MOVE FORWARD WITH THE GIS MAPPING AND WAS WONDERING IF THE BOARD WOULD BE INTERESTED IN HAVING THE SUPERINTENDENT FROM BUZZARDS BAT WATER IN TO DISCUSS THE UTILITY CLOUD SYSTEM THEY ARE USING. THE BOARD STATED THEY WOULD LIKE TO HEAR HOW IT WORKS IN REAL LIFE RATHER THAN HAVE A SALESMAN COME IN AND PITCH THE SYSTEM. MR. WAY STATED HE WOULD LIKE TO HAVE MR. CAMPBELL ANALYZE WHAT THE COST VERSUS THE SAVINGS IN TIME AND OPERATION WOULD BE.

HE STATED THAT THE CONTRACTOR WAS PLANNING ON DOING THE WIRING AND RE-RODDING THE FLOOR BUT THE WEATHER MAY PUSH THAT BACK. THE LP TANKS HAVE BEEN PUMPED DOWN AND SINCE THEY ARE IN GOOD CONDITION WE WILL BE MOVING THEM TO STATIONS 3 & 4 TO REPLACE THE 500 GALLON TANKS WITH THE 1000 GALLON TANKS.

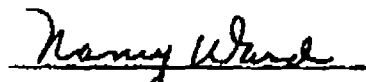
**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING - JULY 11, 2013**

HE REPORTED THAT THERE WAS A LIGHTNING STRIKE ON A HYDRANT IN TARA TERRACE 2. 15 YARDS OF FILL WENT DOWN THE STREET INTO THE CATCH BASINS, SO WE HAVE BEEN BUSY WITH CLEAN-UP. THERE WAS ALSO A HIT ON THE ELECTRICAL PANEL AT WS-4.

MR. CAMPBELL STATED THERE WILL BE A SECOND CHANGE ORDER FOR WS-4 FOR ROCK REMOVAL AND FILL. THERE WAS SUBSTANTIALLY MORE ROCK THAN WE EXPECTED AND WHEN YOU TAKE IT OUT YOU HAVE TO FILL IT IN. HE STATED HE WOULD MAKE THE BOARD AWARE WHEN HE RECEIVED IT.

MR. HANDY MADE A MOTION TO ADJOURN THE MEETING IT WAS SECONDED AND THE MEETING ADJOURNED AT 9:20 AM.

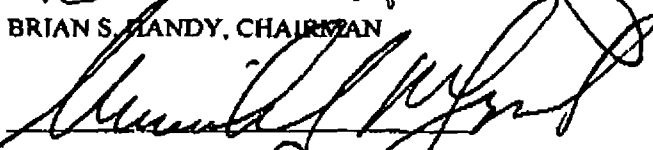
RESPECTFULLY SUBMITTED.

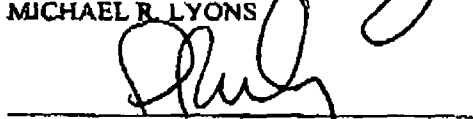

NANCY WARD
DISTRICT CLERK

APPROVED:

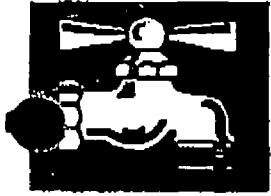
BOARD OF WATER COMMISSIONERS


BRIAN S. HANDY, CHAIRMAN


MICHAEL R. LYONS


PETER R. WAY

Documents used: Letter from Beverly Triff requesting abatement, on file



BOURNE WATER DISTRICT

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

**MEETING NOTICE
BOURNE WATER DISTRICT BOARD OF WATER
COMMISSIONERS
WEDNESDAY, AUGUST 14, 2013**

Meeting to convene at 8:30 A.M.
Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

**AGENDA
Regular Session**

NEW BUSINESS

1. Request for abatement – Fran Downing- plumbing leak
2. Superintendent request for merit raise for David Hope
3. Request for extension of the 6" main on Beverly Road and addition of a hydrant

SUPERINTENDENT'S REPORT

To Town Clerk Please Post: Faxed 8/08/2013 at 8:45am

BOURNE, MASS
TOWN CLERK'S OFFICE
2013 AUG 8 AM 8 54

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING – AUGUST 14, 2013**

THE MEETING WAS DULY POSTED

2013 SEP 12 PM 10 22

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT COMMISSIONERS BRIAN OFFICE
HANDY, PETER WAY AND MICHAEL LYONS, CLERK/TREASURER NANCY WARD AND
SUPERINTENDENT ANDREW CAMPBELL.

THE BOARD SIGNED THE MINUTES OF THE PREVIOUS MONTHS MEETING, THE WEEKLY
WARRANT AND THE JULY COMMITMENT AND ABATEMENTS.

MRS. WARD REPORTED THAT THE FREE CASH FOR FY13 HAS BEEN CERTIFIED AT \$701,519
BY THE DEPARTMENT OF REVENUE AND BOB BLISS WILL BE PERFORMING THE AUDIT IN
THE NEXT FEW WEEKS.

MRS. WARD PRESENTED A LETTER FROM FRAN DOWNING REQUESTING AN ABATEMENT
OF WATER CHARGES RESULTING FROM A PLUMBING LEAK. HER CONSUMPTION WAS
42,000 AND IS NORMALLY HALF OF THAT.

THE BOARD VOTED UNANIMOUSLY TO ALLOW A ONE TIME ABATEMENT OF 1/2 OF THE
CONSUMPTION.

MR. CAMPBELL ASKED THE BOARD TO CONSIDER A \$1.00/HOUR MERIT RAISE FOR DAVID
HOPE. HE IS DOING VERY WELL AS THE STATION OPERATOR AND HAS TAKEN ON MUCH
MORE RESPONSIBILITY. HE HAS BEEN IN THE STATIONS FOR 14 MONTHS AND HAS BEEN
WORKING WITH, AND LEARNING FROM JOE KRAUIL, THE SCADA TECH, FLOWRITE THE
SURGE CONTROL TECH AND ED ALTIERE THE INSTRUMENTATIONS TECH. DAVID HAD HIS
D-1 AND HAS GOTTEN HIS T-1 AND IS USING THE LICENSE AS STATION OPERATOR. HE IS
PRACTICING ON THE BACKHOE AND THE EXCAVATOR GRADING ROADS AND WILL BE
GOING FOR HIS CLASS A LICENSE AFTER I GET GEORGE ELDRIDGE TO COME IN AND DO
SOME INSTRUCTION

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO ALLOW THE \$1.00/HOUR
RAISE.

MR. LYONS STATED THAT HE FELT WE NEEDED TO MAKE IT A PRIORITY TO HAVE THOSE
EMPLOYEES THAT DID NOT HAVE A CLASS A LICENSE TRAINED AND LICENSED.

MR. CAMPBELL STATED THAT HE HAD BEEN APPROACHED FROM SEVERAL RESIDENTS OF
BEVERLY ROAD REQUESTING THE INSTALLATION OF A FIRE HYDRANT

BEVERLY RD. – MS BETTY GALBRATH CONTACT FOR THE ASSOCIATION
THE RESIDENCES OF BEVERLY RD. ARE ASKING IF BWD WOULD INCREASE THE SIZE OF
THE MAIN FROM 2" TO 6" TO SUPPORT A HYDRANT THAT WOULD BE PLACED HALF WAY
DOWN BEVERLY RD. FROM THE HYDRANT THE 6" WOULD CONTINUE TO THE END OF
BEVERLY RD. AND END WITH A BLOW OFF. THERE IS NO SUPPORT WITHIN THE
ASSOCIATION TO CONTINUE THE MAIN ACROSS THE FRONT BETWEEN THE SEA WALL
AND THE EDGE OF THE ASSOCIATION PROPERTY AND TIE BACK INTO THE 6" ON PIER
VIEW RD...

MR. WAY ASKED WHAT IS THE CHANGE IN CIRCUMSTANCE THAT PREDICATED THE
REQUEST FOR THE UPGRADE. MR. CAMPBELL STATED THERE WAS A MASSIVE FIRE IN
THE AREA AND THEY WANT INCREASED FIRE PROTECTION. THE HYDRANT IN THE AREA
IS 500' FROM THE PROPERTIES AS THE CROW FLIES BUT 1300' FROM SOME GOING BY THE
ROAD. MR. WAY ASKED WHAT OUR OBLIGATION WAS TO DO THE UPGRADE. MR.
CAMPBELL STATED THAT HE FELT WE HAVE MET OUR OBLIGATION IN THAT THERE IS
ADEQUATE FLOW AND A HYDRANT 500' AS THE CROW FLIES. THE ASSOCIATION DOES

2013 SEP 12 PM 10 22

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING - AUGUST 14, 2013**

NOT WANT TO LOOP THE MAIN ALONG THE SEAWALL. MY SUGGESTION, SHOULD WE GO ALONG WITH THE UPGRADE, IS THAT THE MAIN BE LOOPED, AS IS THE POLICY FOR NEW SUBDIVISIONS.

MR. WAY STATED THAT THIS SETS PRECEDENCE. WE NEED TO BE ABLE TO RATIONALIZE THIS FOR A FUTURE REQUEST. MR. LYONS STATED THAT WE CAN'T DIG UP THE WHOLE DISTRICT IF PEOPLE WANT INCREASED FIRE PROTECTION WHEN WHAT THEY HAVE IS ADEQUATE AND MEETS OUR OBLIGATIONS. MR. HANDY STATED THAT IF THEY HAVE SOMETHING THAT IS FUNCTIONING AND THEY WANT AN UPGRADE THEY SHOULD PAY FOR IT. THERE ARE OTHER MAINS IN NEED OF REPAIR IN THE DISTRICT THAT WE SHOULD BE USING OUR BUDGET FOR.

MR. CAMPBELL ASKED THE BOARD TO TABLE THE DISCUSSION UNTIL THE NEXT MEETING WHEN HE CAN GET MORE INFORMATION FROM THE ASSOCIATION. THE BOARD AGREED.

SUPERINTENDENTS REPORT - 14 AUGUST 2013

SUN CIRCLE - 8 EVERGREEN HILL RD. - C0422

WE RECEIVED A CALL ABOUT NO WATER PRESSURE AT C0422. BWD DUG AT THE CURB STOP AND FOUND VERY LITTLE FLOW AND PRESSURE. BWD WENT BACK TO THE 1" MAIN AND CUT INTO THE PIPE AND CONTINUED TO FIND NO FLOW OR PRESSURE. BWD DUG ALONG SIDE OF THE 1" MAIN BACK TOWARDS SHORE RD TILL THEY CAME TO A SERVICE THAT HAD FULL FLOW AND PRESSURE. TIED ONTO THE 1" MAIN AND LAID 2" PE BACK TO THE LAST HOUSE SERVED AND INSTALLED A NEW SERVICE TO C0422 AND TIED BACK INTO HIS NEW SERVICE.

WHAT SHOULD BE DONE GOING FORWARD? THERE IS (2) 1" TAPS BACK AT SHORE RD FEEDING INTO A 2" CEMENT LINED STEEL PIPE THAT IS ONLY 40FT(?) IN LENGTH AND THEN DOWN SIZES TO 1" CEMENT LINED PIPE FEEDING EIGHT PROPERTIES. THIS LINE SHOULD BE UPGRADED TO A 6" TAP AND GATE AT SHORE RD WITH A 6" LINE TO THE RIGHT EDGE OF C0581, 12 SUN CIRCLE AND THERE PLACE A HYDRANT, AND THEN DECREASE TO 2" TO TIE INTO THE NEW 2" ALREADY IN PLACE. BWD WOULD DO ALL OF THE NEW MAIN AND CHANGE OVER OF SERVICES DUE TO THE TIGHTNESS OF THE ROAD AND GOOD DIGGING.

MR. WAY ASKED IF THIS WASN'T THE SAME SITUATION AS ON BEVERLY ROAD. MR. CAMPBELL STATED THAT THE 1" PIPE HAD TUBERCULATED IN ONE SPOT AND WAS SURE TO DO THE SAME IN OTHERS. WE NEED TO REPLACE THAT PIPE IN A PLANNED SITUATION RATHER THAN WAIT FOR AN EMERGENCY SITUATION WHERE THE HOUSES SERVED HAVE NO WATER. THIS WOULD BE A DEAD END BUT I CAN RESEARCH A WAY TO LOOP THE MAIN. THE POLICY FOR DEAD ENDS WAS GOING FORWARD, FOR NEW DEVELOPMENTS, WE CAN'T FIX ALL THE DEAD END IN THE DISTRICT WHEN WE DO REPAIRS.

CATAUMET HARBORVIEW HOMES

LAST THURSDAY, 8 AUGUST THE PLANNING BOARD APPROVED THE PLAN FOR THIS DEVELOPMENT AND WASTE WATER TREATMENT PLANT. THE DEVELOPER HAS SEVERAL MORE DEPTS. AND COMMITTEES TO APPEAR BEFORE, BUT THE MAJOR HURDLES HAVE BEEN PASSED. BWD WILL BE HEARING FROM THE ENGINEERS SOON WITH REGARDS TO FINALS ON THE WATER MAIN AND SERVICES

MS. JUDI TELLER - 16 ISLAND DR. - F0990

SHE SAID HER WATER WAS CONTAMINATED WITH GREEN LEAF DEBRIS AND CALLED THE ON CALL PERSON ON JULY 20TH (SAT). CHRIS CHECKED OUT THE COMPLAINT AND FOUND NOTHING WRONG. SHE WAS BILLED 1HR SERVICE CALL AND SHE IS QUESTIONING THIS

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING – AUGUST 14, 2013**

CHARGE. SHE HAS NOT RETURNED ANY OF MY CALLS AND I HAVE GONE TO THE PROPERTY AND DRAWN FROM ALL THE SILL COCKS AND CHECKED FOR DEBRIS AND FOUND NONE.

METER BIDS WERE SENT OUT TO THREE FIRMS AND ONLY STILES CO. RETURNED A BID FOR FY2014. PRICES HAVE INCREASED DUE TO HAVING TO GO TO NO-LEAD BRASS METERS, THIS IS IN ANTICIPATION OF THE NO-LEAD LAW COMING INTO EFFECT JANUARY 1, 2014.

DAVID T. ALONG WITH KATHY HAVE BEEN A DRIVING FORCE IN GETTING THE SUMMER METERS CHANGED OUT AND UPDATED TO THE ORION SYSTEM. SEAN, BOB, DAVE T, AND CHRIS HAVE BEEN REBUILDING AND TESTING METERS AND JOHN HAS BEEN SAND BLASTING BASES ALL TO KEEP UP WITH THE DEMAND FOR METERS.

THE TOWN OF BORNE IT DEPT. WILL BE REQUESTING TO INSTALL A REPEATER ANTENNA USED TO COMMUNICATE WITH THE NEW HIGHWAY COMPLEX TO BE BUILT, ISWM, AND TOWN HALL. THEY KNOW THAT THEY NEED THE BOARDS APPROVAL AND ARE AWARE THAT HOW THEY INSTALL EQUIPMENT WILL HAVE REQUIREMENTS AND SPECIFICATIONS.

I AM GETTING QUOTES FOR REPAIRS TO THE 1998 JCB BACKHOE AND SERVICE FOR THE 2012 KUBOTA EXCAVATOR.

SOUTH SAGAMORE TANKS

I HAD CONCANNON FENCE REMOVE AND RE-INSTALL AND ENLARGE THE FENCED AREA AT THE TANKS SO BWD COULD GET IN WITH A MACHINE PERFORM NECESSARY MAINTENANCE AND MAKE READY FOR INSTALLING EQUIPMENT FOR THE PAX MIXER SYSTEM.

VALLEY BARS RD - GATES

DICK CONCANNON IS GETTING QUOTE FOR GATES FROM THE FABRICATOR HE USES AND WHO MADE THE GATE THAT IS IN PLACE FOR STA#3 & #4

AUSTIN PROPERTY - VALLEY BARS RD

I TALKED WITH BARRY JOHNSON WITH REGARDS TO THE MR. AUSTIN'S LAND - IT IS THE TOP, #1 PRIORITY OF THE OPEN SPACE COMMITTEE TO ACQUIRE THIS PARCEL OF LAND. PHIL AUSTIN HAS BEEN OBTAINING APPRAISALS OF THE LAND AND LOTS.

STATION #8 IS PROGRESSING – THE FLOORS ARE POURED AND LOOK GREAT – THE WALLS WILL BE DONE BY NEXT WEDNESDAY – THE ROOFERS ARE READY AND WAITING FOR THE MASONS TO GET OUT OF THE WAY. ONCE THE ROOFERS ARE FINISHED MAHER WELL DRILLERS WILL BE IN HOPEFULLY BY THE END OF THE MONTH. THEY WILL TAKE BETWEEN 2 TO 3 WEEKS TO COMPLETE THE WELL. IN THE MEAN TIME THE CARPENTERS, ELECTRICIANS, AND PLUMBERS SHOULD BE ON SITE TOO. WE ARE STILL TRYING FOR THE END OF NOVEMBER FOR COMPLETION.

MIKE AND I INTERVIEWED FOUR CANDIDATES FOR THE ADVERTISED POSITION, AND TWO WERE VERY STRONG IN ABILITIES AND DESIRE. I HAVE OFFERED THE POSITION OF WATERWORKS CREWPERSON TO SHAYNE LYDON OF EAST WARHAM AND EXPECT A DECISION FROM HIM BY 4PM, 14 AUGUST 2013. IF HE TURNS DOWN THE OFFER I WILL OFFER THE POSITION TO RYAN MACDONALD OF BOURNE DALE.

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING - AUGUST 14, 2013**

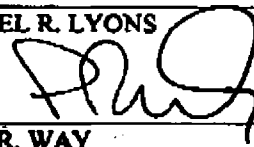
MR. HANDY MADE A MOTION TO ADJOURN, MR. LYONS SECONDED THE MOTION AND THE MEETING ADJOURNED AT 9:20 AM.

RESPECTFULLY SUBMITTED,

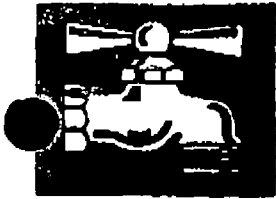

**NANCY WARD
DISTRICT CLERK**

BOARD OF WATER COMMISSIONERS


BRIAN S. HANDY, CHAIRMAN

MICHAEL R. LYONS

PETER R. WAY

**DOCUMENTS USED:
LETTER FROM FRAN DOWNING (ON FILE)**



BOURNE WATER DISTRICT

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

MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS TUESDAY, SEPTEMBER 10, 2013

Meeting to convene at 8:30 A.M.
Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

AGENDA Regular Session

NEW BUSINESS

1. Request for extension of the 6" main on Beverly Road and addition of a hydrant
2. Superintendent's request for change order to electrical contract for WS-4 to connect Station 8 to the Otis Tank
3. Sandwich Rd. main extension

SUPERINTENDENT'S REPORT

To Town Clerk Please Post: Faxed 8/29/2013 at 9:05am

2013 AUG 29 AM 6 05
TOWN CLERK'S OFFICE
BOURNE, MASS

**BOURNE WATER DISTRICT COMMISSIONER'S MEETING
SEPTEMBER 10, 2013**

THE MEETING WAS DULY POSTED

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT COMMISSIONERS BRIAN HANDY AND PETER WAY, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

MR. CAMPBELL GAVE THE BOARD A MAP OF BEVERLY AND PIER VIEW ROAD, WHERE THE ASSOCIATION HAS ASKED US TO INSTALL A FIRE HYDRANT. (ON FILE) HE NOTED THREE DIFFERENT WAYS TO ACHIEVE THE INSTALLATION. HE STATED THE ISSUE IS DISTANCE. IF WE PUT A HYDRANT AT # 19 BEVERLY RD IT WOULD BE THE SHORTEST DISTANCE BUT WOULD CREATE A DEAD END.

MR. WAY ASKED WHAT OUR RESPONSIBILITY WAS AS FAR AS DISTANCE BETWEEN HYDRANTS. MR. CAMPBELL STATED THE STANDARD IS 500 FEET BUT IT IS NOT MANDATORY. THE HYDRANT ON PIER VIEW IS TECHNICALLY 500 FEET BUT THE HOSE WOULD HAVE TO GO THROUGH FENCED IN YARDS.

MR. WAY STATED THAT IF DEVELOPMENT IN THE AREA WOULD CREATE MORE USAGE WE WOULD BE LOOKING AT MORE INCOME. THIS IS A SUPPLEMENT TO WHAT THEY ALREADY HAVE. MR. HANDY ASKED IF THE ASSOCIATION WAS WILLING TO PAY A PORTION, IF NOT ALL OF THE COST TO INSTALL THE HYDRANT.

MR. CAMPBELL STATED THAT HE HAD NOT APPROACHED THEM WITH THAT QUESTION. MR. HANDY DIRECTED MR. CAMPBELL TO TALK WITH THEM IN REGARD TO THEIR PARTICIPATION IN THE COST.

MRS. WARD STATED SHE FELT THE BOARD NEEDED TO SET A POLICY FOR SITUATIONS WHERE THERE IS NO PROBLEM WITH THE MAINS BUT PEOPLE IN THE AREA WANT TO ADD HYDRANTS OR INCREASE THE MAIN SIZE. THE MAIN REPLACEMENT ON SUN CIRCLE IS DUE TO FAILURE OF THE MAIN NOT BECAUSE THEY HAVE ASKED FOR IMPROVEMENTS. MR. WAY STATED HE REALIZED THESE ARE DECIDED ON A CASE BY CASE BASIS BUT WE HAVE TO BE ABLE TO EXPLAIN OUR ACTIONS TO THE NEXT PERSON.

MR. HANDY SUGGESTED THAT MR. CAMPBELL GET FIGURES TOGETHER FOR THE VARIOUS OPTIONS AND THE BOARD TABLED THE DISCUSSION UNTIL THE NEXT MEETING.

MR. CAMPBELL STATED THAT HE WOULD LIKE THE BOARD'S PERMISSION TO HAVE A CHANGE ORDER FOR THE ELECTRICAL IN ORDER TO RUN A POWER CABLE FROM STATION 8 TO THE OTIS TANK WHICH WOULD KEEP THE SCADA REPEATER ACTIVE IN THE EVENT OF A POWER OUTAGE.

WE ARE CURRENTLY MAKING A HOOKUP THE STATION 1 THAT WOULD ALLOW BWD TO POWER UP THE EQUIPMENT IN THE CONTROL ROOM WITH A SMALL INVERTER GENERATOR. IF THE OTIS TANK WERE POWERED WE WOULD HAVE CONTROL OF THE TANK LEVELS AND NOT HAVE TO TRAVEL TO THE TANK EVERY 2 HOURS TO READ THE PRESSURE GAUGE TO SEE HOW MUCH WATER WAS IN THE TANK.

IT HAS ALWAYS BEEN THE INTENT TO POWER THE OTIS TANK FROM WS-4 AND A 4" CONDUIT WAS PUT IN PLACE WHEN THE ELECTRICAL WAS DONE AT WS-4 FOR THAT PURPOSE.

THE ESTIMATE TO DO THE JOB ORIGINALLY WAS \$15,838.36 BUT THEY HAVE AGREED TO DO THE JOB ON A TIME AND MATERIAL BASIS WHICH WOULD DECREASE THAT PRICE.

TOWN CLERK'S OFFICE
BOURNE, MASS

2014 AUG 4 PM 8 45

**BOURNE WATER DISTRICT COMMISSIONER'S MEETING
SEPTEMBER 10, 2013**

MR. HANDY SAID HE DID NOT FEEL THAT FELL UNDER THE SCOPE OF THE CONTRACT WITH THE MILITARY.

AFTER SOME DISCUSSION THE BOARD DIRECTED MR. CAMPBELL TO SPEAK WITH JONATHAN DAVIS OF AFCEE TO SEE IF HE FELT THIS CHANGE ORDER WOULD BE COVERED UNDER THE CONTRACT.

MR. CAMPBELL STATED THAT MR. DOBLE OF SANDWICH ROAD APPROACHED HIM REQUESTING DISTRICT WATER AT HIS AND HIS MOTHER'S PROPERTY, PARCELS 10 AND 10.1. THE PROBLEM IS THAT TO TAP THE 12" MAIN ON THE DOWN RAMP FROM THE ROTARY IS VERY DIFFICULT. WE HAVE LOST ONE BULLET IN THAT AREA BEFORE. I THINK WE WOULD HAVE TO GET A DIRECTIONAL DRILLER IN TO DO THE JOB.

HE SAID HE FELT IT MAY BE A POSSIBILITY TO HOOK UP AT THE 12" MAIN WHERE IT CROSSES SANDWICH ROAD AND PAST THESE PROPERTIES AND DOWN TO THE EDGE OF ARMY CORP OF ENGINEERING PROPERTY, WHICH WOULD BE A BEGINNING IN PROVIDING A LOOP TO WINSLOW AND FREEMEN STREET AS WE HAVE HAD LEAKS IN THAT AREA AND WE WILL NEED TO INSTALL NEW MAIN IN THE FUTURE.

AFTER SOME DISCUSSION THE BOARD SUGGESTED HE GET PRICES FOR THE SCENARIOS AND TABLED THE DISCUSSION UNTIL THE NEXT MEETING.

MR. CAMPBELL GAVE THE BOARD A LETTER FROM THE TOWN (ON FILE) REQUESTING PERMISSION TO PUT AN ANTENNA ON THE BOURNE TANKS FOR THE DPW/ISWM SITE.

HE ALSO STATED THAT WE ARE GOING TO NEED TO INSTALL A WIRE TRACK ON THE TANK AT SOME POINT AND FELT THE OWNERS OF THE ANTENNAS ON THE TANK SHOULD BE LIABLE FOR THE COST.

MR. HANDY STATED THAT HE FELT WE SHOULD HAVE ATTORNEY O'CONNOR REVIEW THE AGREEMENT TO MAKE SURE THAT IF THERE ARE ANY ISSUES WITH THE ANTENNAS WE ARE HELD HARMLESS AND THE OWNER OF THE ANTENNA IS LIABLE. HE ALSO SUGGESTED THAT THE BOURNE WATER DISTRICT BE PUT AS AN ADDITIONAL INSURED ON THEIR INSURANCE POLICY.

THE BOARD DECIDED TO TABLE THIS DISCUSSION UNTIL MR. CAMPBELL HAD SPOKEN TO OUR ATTORNEY.

SUPERINTENDENTS REPORT

MR. CAMPBELL STATED THAT MR. MICHENZI FILED PLANS FOR AN ADDITION TO HIS MEDICAL CENTER. HE TORE DOWN A HOUSE AT 11 TROWBRIDGE RD TO BUILD A PARKING LOT. I WILL BE WRITING A LETTER TO ASK HIS INTENTIONS FOR THE WATER SERVICE AT THAT PROPERTY. WE HAVE A LOT OF HOUSED THAT ARE BEING REHABBED AND WHEN IT COMES TIME TO HOOK THE WATER BACK UP WE ARE FINDING ALL KINDS OF ISSUE WITH THE SERVICE FROM THE CURBSTOP TO THE MAIN WHEN THE PIPE HAS SAT UNUSED, UNLESS THE PIPE IS POLYURETHANE.

WE NEED TO REVISIT THE POLICY THAT THE BWD PAYS TO REPLACE THE PIPE FROM THE CURBSTOP TO THE MAIN. THIS ONLY SERVICES ONE PROPERTY AND IS GETTING VERY EXPENSIVE.

THE BOARD DECIDED TO PUT THIS ON THE AGENDA FOR THE NEXT MEETING.

**BOURNE WATER DISTRICT COMMISSIONER'S MEETING
SEPTEMBER 10, 2013**

THE MEETING ADJOURNED AT 10:00 A.M.

RESPECTFULLY SUBMITTED

Nancy Ward

NANCY WARD
DISTRICT CLERK

Brian S. Handy

BRIAN S. HANDY, CHAIRMAN

MICHAEL R. LYONS

Peter R. Way

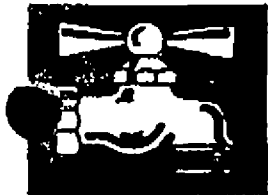
PETER R. WAY

Documents:

LETTER FROM TOWN OF BOURNE *on file*

MAP OF PIER VIEW/BEVERLY RD AREA *attached*

MAP OF SANDWICH RD *on file*



BORNE WATER DISTRICT

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

2013 OCT 2 AM 9 51
TOWN CLERK'S OFFICE
BORNE, MASS

**MEETING NOTICE
BORNE WATER DISTRICT BOARD OF WATER
COMMISSIONERS
WEDNESDAY, OCTOBER 09, 2013**

Meeting to convene at 8:30 A.M.
Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

**AGENDA
Regular Session**

NEW BUSINESS

1. Request for extension of the 6" main on Beverly Road and addition of a hydrant
2. Superintendent's request for change order to electrical contract for WS-4 to connect Station 8 to the Otis Tank
3. Sandwich Rd. main extension
4. Town of Bourne Request to install antenna on Bourne Tank for DPW and ISWM
5. Superintendent and Treasurer Manuals
6. Discussion with Foreman and Superintendent regarding supervision of the crew.

SUPERINTENDENT'S REPORT

To Town Clerk Please Post: Faxed 10/02/2013 at 9:30 AM

**BOURNE WATER DISTRICT
COMMISSIONERS MEETING 10/9/2013**

2013 NOV 12 AM 10 32
TOWN CLERK'S OFFICE
BOURNE, MASS

THE MEETING WAS DULY POSTED

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT: COMMISSIONERS BRIAN HANDY, PETER WAY AND MICHAEL LYONS, SUPERINTENDENT ANDREW CAMPBELL AND CLERK/TREASURER NANCY WARD.

THE COMMISSIONERS APPROVED AND SIGNED THE MINUTES OF THE SEPTEMBER 10, 2013 MEETING, THE COMMITMENT FOR SEPTEMBER, 2013 AND THE WARRANT FOR 10/10/2013.

MR. CAMPBELL REPORTED THAT HE HAD GOTTEN AN ESTIMATE FOR THE MATERIALS TO DO THE 6 " MAIN AND HYDRANT INSTALLATION AS REQUESTED BY THE ASSOCIATION FOR BEVERLY AND PIERVIEW ROAD. HE SPOKE WITH THE CHAIRMAN, PAUL NUGENT AND SAID THE BOARD AGREED TO DO THE INSTALLATION OF THE MAIN, WHICH WOULD RUN AROUND \$5,400.00 BUT WOULD EXPECT THE ASSOCIATION TO PAY FOR THE HYDRANT AND PARTS NEEDED TO INSTALL IT, WHICH CAME OUT TO \$5,969.88. THEY HAVE NOT YET BEEN ABLE TO REACH ALL OF THE MEMBERS OF THE ASSOCIATION FOR APPROVAL.

MR. HANDY SAID WE DID NOT ASK YOU TO OFFER A SPECIFIC THING, WE JUST ASKED YOU TO SEE IF THEY WERE WILLING TO PARTICIPATE IN SOME OR ALL OF THE COST. MR. WAY STATED THAT WAS HIS UNDERSTANDING AS WELL AND REFERRED TO THE 9/10/2013 MINUTES WHICH STATED THAT.

MR. CAMPBELL STATED THAT HE WOULD GO BACK TO THEM AND STATE THAT IT WAS HIS MISUNDERSTANDING, HE HAD NOT SPOKEN FOR THE BOARD IN THE OFFER.

MR. HANDY STATED THAT HE DIDN'T UNDERSTAND WHY IT WOULD BE OUR RESPONSIBILITY, ONCE A SUBDIVISION IS BUILT AND THEY LATER START CHANGING THE HOUSES FROM SMALL SUMMER HOMES TO LARGE YEAR ROUND HOUSES, TO PUT IN LARGER MAINS TO ACCOMMODATE THE LARGER HOMES.

MR. CAMPBELL SAID THAT WE NEED TO SUPPLY ADEQUATE WATER. THIS WILL BE HAPPENING IN MULTIPLE PLACES WHERE THE MAIN IS UNDERSIZED DUE TO UPGRADES FROM SEASONAL TO YEAR ROUND USE.

MR. LYONS ASKED IF THE UPGRADE REQUESTED BY THE ASSOCIATION FOR BEVERLY ROAD WAS DRIVEN BY THE NEW HOUSE BEING PUT IN AT THE END.

MR. CAMPBELL STATED THAT THE ASSOCIATION ONLY REQUESTED THAT AN ADDITIONAL HYDRANT BE INSTALLED ON BEVERLY ROAD FOR ADDED FIRE PROTECTION. I FEEL THE NEW HOUSE WOULD PUT A STRAIN ON THE 2" LINE AND IN ORDER TO INSTALL HYDRANT WE NEED TO INSTALL A 6" LINE.

MR. CAMPBELL STATED THE AMERICAN WATERWORKS ASSOCIATION'S STANDARD IS HYDRANT SPACING AT 500' AS THE CROW FLIES. IN THAT AREA THERE ARE FENCES IN THE WAY IF THE FIRE DEPARTMENT HAD TO DRAG A HOSE. MR. LYONS SAID THAT IS NOT A VERY GOOD SCENARIO, DRAGGING HOSE THROUGH PEOPLE'S YARDS AND OVER FENCES. MR. WAY ASKED WHERE DOES OUR OBLIGATION END. MR. CAMPBELL STATED THAT THERE ARE AREAS THAT WERE NOT BUILT UP WHEN THE ORIGINAL HYDRANTS WENT IN, HYDRANTS HAVE BEEN ADDED BUT THERE ARE AREAS WITH HYDRANTS MUCH FARTHER THAN 500'.

**BOURNE WATER DISTRICT
COMMISSIONERS MEETING 10/9/2013**

MRS. WARD STATED THAT SHE FELT, IF THERE ARE MORE AREAS WITH SITUATIONS LIKE THIS IN THE SYSTEM IT IS TIME FOR THE BOARD TO SET A POLICY SO THAT EACH SITUATION IS TREATED THE SAME, THERE ARE TOO MANY GREY AREAS.

MR. HANDY SAID THE AWWA STANDARD AND THE NFPA STANDARD ARE JUST THAT, THEY ARE NOT WRITTEN RULES. HE TOLD MR. CAMPBELL TO INVESTIGATE AND SEE IF THERE IS SOMETHING WRITTEN OUT THERE THAT WE CAN BUILD A POLICY ON. MR. LYONS AGREED AND SAID WE NEED TO HAVE A RULING OR POLICY THAT WE HAVE A QUOTATION SETTING THE RULE.

MR. WAY STATED THAT HE SAW THIS AS A SUPPLEMENT TO AN ACCEPTABLE SITUATION. THE BOARD AGREED THAT WHEN THEY COME IN TO SPEAK WITH US WE MAY BE ABLE TO MAKE SOME CONCESSIONS ON THE LABOR BUT IT WILL BE SETTING A PRECEDENT FOR FUTURE REQUESTS.

AFTER SOME DISCUSSION THE BOARD ASKED MR. CAMPBELL TO RESCIND THE OFFER AND EXPLAIN THAT IT DID NOT COME FROM THE BOARD BUT FROM MR. CAMPBELL. HE ASKED HIM TO HAVE THE ASSOCIATION FOLLOW THE PROCEDURE OF A FORMAL REQUEST TO THE BOARD AND BE PUT ON THE AGENDA.

MR. CAMPBELL STATED THAT HE SPOKE WITH JONATHAN DAVIS OF AFCEE REGARDING A CHANGE ORDER TO RUN AN ELECTRICAL LINE FROM WS-4 TO THE OTIS TANK, WHICH WOULD POWER THE SCADA IN THE EVENT OF A POWER OUTAGE. MR. DAVIS FELT THAT IT WAS IN THE SCOPE OF THE CONTRACT TO FUND THAT. WHEN POWER WENT DOWN THE HILL, THE GENERATOR BECAME PART OF THE CIRCUIT. AT THAT TIME THERE WAS DISCUSSION AS TO POWERING THE TANK AND A SECOND CONDUIT WAS INSTALLED FOR THAT PURPOSE.

THE BOARD VOTED UNANIMOUSLY TO ALLOW THE CHANGE ORDER.

MR. DOBLE OF SANDWICH ROAD HAS REQUESTED DISTRICT WATER FOR HIS PROPERTY AND HIS MOTHER PROPERTY WHICH ARE NEXT DOOR TO EACH OTHER. ALTHOUGH HIS WELL IS CLEAN. HE IS CONCERNED OF POLLUTION EMANATING FROM THE DUMP. HE WENT TO THE TOWN TO SEE IF THEY WOULD PAY FOR THE CONNECTION BUT THEY DENIED THE REQUEST BECAUSE THEY HAD OFFERED THAT OPTION 20 YEARS AGO AND IT WAS REJECTED BY THE FAMILY.

IN ORDER TO DO THIS TAP WE WOULD HAVE TO TAP THE MAIN ON THE BOURNE ROTARY DOWN RAMP AND BRING IT UNDER THE ISLAND, WHICH CONTAINS STATE SIGNAGE THAT WOULD HAVE TO BE REMOVED. THERE IS NO MAIN ON SANDWICH ROAD THAT COULD BE TAPPED AND IT WAS VERY COST PROHIBITIVE TO EXTEND THE MAIN ON SANDWICH ROAD WITH AN ESTIMATE OF \$33,925.00 TO COMPLETE. HE SAID HE DID NOT FEEL THAT THE BOURNE WATER DISTRICT HAD THE CAPABILITY TO USE THE MOLE AND GET ACROSS FROM THE MAIN TO THE PROPERTY. WE WORKED IN THAT AREA FOR THE PAPPAS TAP AND LOST A \$5,000. MOLE. THE AREA IS TOO ROCKY AND WE DON'T HAVE THE EQUIPMENT. A CONTRACTOR WOULD HAVE TO BE BROUGHT IN TO DO A DIRECTIONAL DRILL.

HE STATED THAT HE SPOKE WITH ATTORNEY O'CONNOR WHO SAID IF IT WAS A SINGLE FAMILY HOME WITH A NON-TECHNICAL TAP AND A MAIN WITHIN A REASONABLE DISTANCE HE FELT IT WOULD BE OUR RESPONSIBILITY TO DO THE WORK AND THE HOMEOWNER WOULD PAY THE STANDARD FEES. HE SAID HE FELT THAT THIS WOULD BE CONSIDERED A SUB-DIVISION AS IT WAS MORE THAN ONE PROPERTY AND IT WOULD BE THE HOMEOWNER'S RESPONSIBILITY TO GET THE WATER FROM THE MAIN AND TO THEIR PROPERTY AND PAY THE FEES TO CONNECT. HIS ESTIMATE FOR A CONTRACTOR WAS

**BOURNE WATER DISTRICT
COMMISSIONERS MEETING 10/9/2013**

\$8,000.00 WHICH INCLUDED THE 2" TAP AND THE POLICE DETAIL, CONNECTION FEES WOULD ALSO HAVE TO BE PAID BY THE PROPERTY OWNERS. HE STATED THAT HE ALSO SPOKE WITH TERRY DAYLAN OF DEP IN THIS REGARD AND SHE FELT UNLESS THE WELL WAS POLLUTED IT WAS NOT OUR RESPONSIBILITY TO PROVIDE THE WATER MAIN.

HE RECOMMENDED THAT THE DOBLE'S BE RESPONSIBLE TO BRING A 2" PE PIPE FROM A TAP ON THE 12" AC MAIN TO THEIR PROPERTY LINE ON SANDWICH ROAD.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO HAVE THE DOBLE'S AND ANY FUTURE CONNECTIONS WHERE THERE IS NO MAIN AVAILABLE OR THE DISTRICT DOES NOT HAVE THE CAPABILITY TO DO THE CONNECTION AND AN OUTSIDE CONTRACTOR NEEDS TO BE BROUGHT IN TO DO THE WORK, THE COST OF THE OUTSIDE CONTRACTOR WOULD BE PAID BY THE PROPERTY OWNER. THIS WILL BE ADDED TO THE NEW SERVICE APPLICATION.

MR. CAMPBELL STATED THAT THE AGREEMENT FOR ANTENNA SPACE ON THE TANK HAD BEEN SHOWN TO ATTORNEY O'CONNOR AND SOME MINOR CHANGES WERE MADE. THE BOARD READ THE AGREEMENT.

THE BOARD SUGGESTED THAT WE INCLUDE "ANY ACCESS TO THE TANK FOR MAINTENANCE AND REPAIRS BY THE USER'S SHALL BE APPROVED BY THE BOURNE WATER DISTRICT PRIOR TO SUCH MAINTENANCE AND REPAIR." (Agreement attached)

THE BOARD VOTED UNANIMOUSLY TO ALLOW THE TOWN TO INSTALL THE ANTENNA ON THE BOURNE TANK.

THE CHAIRMAN OF THE BOARD REQUESTED THAT THE BOARD BE ALLOWED TO VIEW THE TREASURER'S MANUAL AND THE SUPERINTENDENT'S MANUAL. MRS. WARD PRESENTED HER TREASURER'S MANUAL AND EXPLAINED HOW IT WAS SET UP. SHE STATED SHE MADE CHANGES AS THEY APPLIED IN RED AND UPDATED THE MANUAL EVERY SIX MONTHS. MR. CAMPBELL EXPLAINED THE SUPERINTENDENT'S MANUAL AND SHOWED THE BOARD THE BOOK ON THE STATIONS AS WELL AS HIS BOOK OF KNOWLEDGE.

SEAN VENTURA, THE FOREMAN, JOINED THE MEETING AT THE REQUEST OF THE BOARD. MR. HANDY QUESTIONED THE FACT THAT THE PH METERS HAD BEEN BROKEN FOR A PERIOD OF TIME AND HE FELT IT WAS PART OF THE FOREMAN'S JOB TO REPORT AND MAKE SURE ANY INSTRUMENTATION THAT WAS NOT WORKING WAS FIXED AS SOON AS POSSIBLE. MR. CAMPBELL STATED THAT IT WAS REPORTED TO HIM BUT HE WAS NOT REMINDED AND WITH HIS WORKLOAD SOME THINGS FALL THROUGH THE CRACKS. MR. HANDY STATED THAT IF SOMETHING IS BROKEN AND YOU ARE GETTING NO SATISFACTION FROM THE SUPERINTENDENT THEN YOU NEED TO GO UP THE CHAIN OF COMMAND AND LET THE BOARD KNOW.

MR. HANDY ALSO SAID THAT HE HAD HEARD SOME TALK THAT THERE WAS AN EMPLOYEE THAT HAD SOME ISSUES AND WAS REFUSING TO DO CERTAIN JOBS AS WELL AS DISSENSION AMONG THE CREW. THESE THINGS NEED TO BE DOCUMENTED. IF MR. VENTURA HAD A PROBLEM WITH THAT THEN HE NEEDED TO GO TO THE SUPERINTENDENT FOR GUIDANCE.

MR. VENTURA STATED THAT THE INCIDENTS HE HAD HEARD ABOUT HAPPENED WHEN HE WAS NOT THERE AND SO HE DID NOT WRITE THEM UP. MRS. WARD STATED THAT WE NEED TO GET BACK ON TRACK WITH THE POLICY FOR CONDUCT AND DISCIPLINE. IN SPEAKING WITH ATTORNEY O'CONNOR HE COULDN'T STRESS ENOUGH THE NEED TO DOCUMENT THE DAY TO DAY ISSUES BECAUSE WHEN THE ISSUES GET MORE

**BOURNE WATER DISTRICT
COMMISSIONERS MEETING 10/9/2013**

COMPLICATED YOU HAVE A TIMELINE AND DOCUMENTATION TO FALL BACK ON. IT IS THE ONLY WAY TO PROTECT THE DISTRICT FROM A DISGRUNTLED EMPLOYEE.

MR. LYONS STATED THAT HOW THE DISTRICT IS RUN AND HOW THE EMPLOYEES PERFORM REFLECTS DIRECTLY ON THE FOREMAN. IT'S NOT AN EASY JOB, YOU CAN'T BE A FRIEND, YOU HAVE TO HOLD THE CREW TO THE STANDARDS WE EXPECT AND IF YOU DON'T THEY WON'T RESPECT YOU. THE STANDARD STARTS WITH YOU AND IF THERE ARE PROBLEMS AND YOU DON'T DOCUMENT THEM YOU ARE TYING OUR HANDS.

MR. WAY STATED IF YOU DOCUMENT THINGS AS THEY HAPPEN, TIME GOES BY AND YOU MAY NOT REMEMBER THOSE THING BUT WHEN THINGS GO SOUTH YOU HAVE THE DOCUMENTATION TO FALL BACK ON.

MR. VENTURA STATED THAT HE UNDERSTOOD WHAT THE BOARD EXPECTED AND LEFT THE MEETING AT 11:15

SUPERINTENDENTS REPORT - 9 OCTOBER 2013

MR. CAMPBELL STATED THAT HE WILL BE RETIRING SEPTEMBER 2014

HE HAD THE CHAIRMAN OF THE BOARD SIGN SHAYNE LYDON'S JOB DESCRIPTION

HE STATED HE HAD INSTITUTED A NEW CELL PHONE POLICY - NO USE OF PERSONAL CELL PHONES DURING WORKING HOURS
THE MEMO TO THE CREW IS AS FOLLOWS:

PERSONAL CELL PHONES WILL BE LEFT IN LOCKERS OR PERSONAL VEHICLES DURING WORKING HOURS

PERSONAL CELL PHONES MAYBE USED

- DURING MORNING BREAK 10:00AM to 10:30AM (if at shop)
- DURING LUNCH BREAK 12:00PM to 12:30PM (if at shop)
- DURING AFTERNOON BREAK 3:00PM to 3:30PM (if at shop)

IF THERE IS AN EMERGENCY, THE OFFICE IS TO BE CONTACTED AND THE OFFICE WILL REACH YOU

WORK PHONES ARE FOR DISTRICT BUSINESS AND THEIR ACTIVITY WILL BE MONITORED

8OCTOBER2013 - THERE WAS AN UNANNOUNCED VISIT FROM DEP - TERRI DAYIAN AND CHUCK SHURTLEFF - THEY WERE SENT TO INVESTIGATE A REPORT BY AN INDIVIDUAL/EMPLOYEE OF BOURNE WATER DISTRICT WHO STATED THAT PH ANALYZERS WERE NOT WORKING AND RECORDS WERE BEING FALSIFIED.

THEY HAD WITH THEM CHEMICAL ADDITION REPORTS FROM 2010 TO 2012 AND THEY ASKED ME TO EXPLAIN HOW THE VALUES WERE OBTAINED. I EXPLAINED HOW BWD HAD BEEN TOLD TO SUBMIT THE REPORTS DATING BACK TO 2006 IN THE MANNER THEY HAD IN FRONT OF THEM, AND THEY HAVE BEEN DONE THAT WAY WITHOUT COMMENT FROM DEP.

WITH REGARDS TO THE OPERATION OF THE PH ANALYZERS I PRODUCED AND MADE COPIES OF THE DATES, DESCRIPTION, AND PERSON WHO PERFORMED MAINTENANCE/REPAIRS TO THE EQUIPMENT AT STATION #4, #5, #6 AND WHERE THAT EQUIPMENT STOOD TODAY. I WENT THROUGH EACH STATION AND EACH ITEM GIVING AN EXPLANATION OF WHAT HAD HAPPENED AND WHAT HAD BEEN DONE. THE

**BORNE WATER DISTRICT
COMMISSIONERS MEETING 10/9/2013**

PROBLEMS ENCOUNTERED AND THE FIXES WITH THE EQUIPMENT. I PRODUCED THE DAILY RECORDS AND MADE COPIES OF JULY 2011 FOR THEM TO TAKE AND MATCH WITH THE CHEMICAL ADDITION REPORTS THEY ALREADY HAD.

WE DISCUSSED THAT AT TIMES WHEN A PH ANALYZER HAD BEEN OUT I HAD GRABBED SPOT SAMPLES OUT IN THE SYSTEM AND AT THE STATION. AT NO TIME DID BWD NOT PUMP LIME PRODUCT, AND AT NO TIME DID BWD EVER HAVE A HIGH PH WITHIN THE SYSTEM OR AT A STATION.

THEY HAD SUGGESTIONS GOING FORWARD AND THAT BWD SHOULD REPORT DAILY VALUES ON THE ANALYZER READING AS READ AND A GRAB SAMPLE BE ANALYZED DAILY BY HAND ANALYZER OF STRIPS AND RECORDED ON THE DAILY SHEET TO VERIFY THE ACCURACY OF THE PH ANALYZER IN THE STATION. BWD WILL IMPLEMENT THE DAILY VALUES AS READ ONTO THE DAILY SHEETS AND A GRAB SAMPLE ONCE A WEEK WHILE THE STATION IS OPERATING AND RECORD THESE VALUES ON THE DAILY SHEET.

THE INFORMATION THEY GATHERED WILL GO INTO A REPORT AND BE TAKEN TO DEP LAKEVILLE AND BE REVIEWED AND WILL BE HEARING BACK FROM DEP IN THE NEAR FUTURE WITH HOW TO REPORT VALUES AND PROCEDURE.

THEY WERE IN THE OFFICE FROM 9:45AM TO 11:20AM

STATION #8

- 30 SEP TO 4 OCT - DRILLED FROM TUESDAY TO FRIDAY AND ONLY GOT 60FT
- MADE THE DECISION FRIDAY TO PULL THE CASING MONDAY AND CUT RELIEF'S AT THE FOOT RING BECAUSE OF BINDING
- 6 OCT - GOT ALL THE CASING OUT OF THE HOLE - CUT RELIEF'S AND STARTED TO RE-INSERT CASING BACK INTO THE HOLE
- 7 OCT - WORKED ALL DAY TO GET BACK DOWN TO THE STOP POINT
- 8 OCT - RIG BROKE - 1/2 DAY TO REPAIR - SETUP AND PREPARED TO DRIVE NEXT SECTION
- 9 OCT - NEED TO CAGE PIPE
- ALL CARPENTRY IS DONE - CEILING IS DONE - POURING PADS 10OCT
- CC CONSTRUCTION, PLUMBERS, ELECTRICIANS TO BE COMING IN NEXT WEEK
- TALK ABOUT RE-DESIGN OF PARKING AREA, FENCE, SWALE/DRAINAGE
- LEASE - MAKING THE FINAL ROUNDS FOR 15 DAY COMMENT PERIOD THROUGH 3 COMMITTEES - THIS SHOULD JUST BE A PROCEDURE AS THESE COMMITTEES HAVE ALREADY SEEN THIS LEASE AND IT IS UNCHANGED SINCE THEIR LAST VIEWING.

FENCING

- REPAIRS TO STA#4 DUE TO VANDALISM
- REPAIRS TO BORNE TANK FENCE TO BRING IT INTO COMPLIANCE WITH DEP

GATES FOR VALLEY BARS

- BEING BUILT - READY IN A FEW WEEKS

AUSTIN PROPERTY

- TALKED WITH BARRY JOHNSON
- ASKED THAT I APPROACH PHIL AUSTIN, AND TALK ABOUT HIS INTENTIONS
- BARRY ASKED IF BOARD WOULD BE IN FAVOR OF HELPING W/PURCHASE OF LOTS ALONG VALLEY BARS

**BOURNE WATER DISTRICT
COMMISSIONERS MEETING 10/9/2013**

**MR. HANDY MADE A MOTION TO ADJOURN, MR. LYONS SECONDED THE MOTION AND THE
MEETING ADJOURNED AT 11:20 AM.**

RESPECTFULLY SUBMITTED,

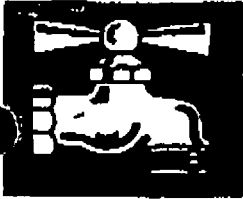
Nancy Ward
NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS

Brian S. Handy
BRIAN S. HANDY, CHAIRMAN
Michael R. Lyons
MICHAEL R. LYONS

PETER R. WAY

DOCUMENTS USED:
AGREEMENT WITH TOWN OF BOURNE FOR ANTENNA ON BOURNE TANK



Revised

BORNE WATER DISTRICT

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

NOV 7 AM 10:23

TOWN CLERK'S OFFICE
BORNE, MASS

**MEETING NOTICE
BORNE WATER DISTRICT BOARD OF WATER
COMMISSIONERS
TUESDAY, NOVEMBER 12, 2013**

Meeting to convene at 8:30 A.M.
Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

8:30 A.M. Tax Classification Hearing – Donna Barakauskas –Town of Bourne
Head Assessor

Commissioner's Meeting to convene following Tax Classification Hearing
Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the Following:
Minutes of October 9, 2013 meeting
October Commitment and abatements
Weekly Warrant

AGENDA
Regular Session

NEW BUSINESS

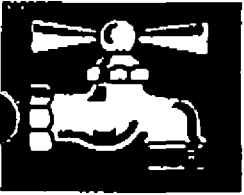
1. Discussion on new telephone system
2. Request from Gardens & Greenscapes for salt storage on Commerce Park Dr. (old Verizon storage building)
3. Invoice cloud – GIS mapping

Old Business

1. Board to sign agreement for Town of Bourne DPW antenna on Bourne Tank
2. Board to sign lease with Dept. of Fish and Wildlife for WS-4 property

SUPERINTENDENT'S REPORT

To Town Clerk Please Post: Faxed 11/07/2013 at 8:10AM



BORNE WATER DISTRICT

211 Barlow's Lunding Road, P.O. Box 1447
Pocasset, Massachusetts 02559-1447
Office: 508-563-2294 Fax: 508-564-4661

**MEETING NOTICE
BORNE WATER DISTRICT BOARD OF WATER
COMMISSIONERS
TUESDAY, NOVEMBER 12, 2013**

Meeting to convene at 8:30 A.M.
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211 Barlow's Landing Rd., Pocasset

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AGENDA
Regular Session

NEW BUSINESS

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3. Invoice cloud – GIS mapping

Old Business

1. Board to sign agreement for Town of Bourne DPW antenna on Bourne Tank

SUPERINTENDENT'S REPORT

To Town Clerk Please Post: Faxed 11/06/2013 at 1:30 PM

2013 NOV 6 PM 4 49
TOWN CLERK'S OFFICE
BORNE, MASS

**BOURNE WATER DISTRICT COMMISSIONER'S MEETING
NOVEMBER 12, 2013**

DEC 17 AM 11 31

THE MEETING WAS DULY POSTED

TOWN CLERK'S OFFICE
BOURNE, MASS

THE TAX CLASSIFICATION HEARING WAS CALLED TO ORDER AT 8:30 AM. PRESENT; COMMISSIONERS BRIAN HANDY AND MICHAEL LYON, CLERK/TREASURER NANCY WARD, SUPERINTENDENT ANDREW CAMPBELL AND DONNA BARAKAUSKAS, HEAD ASSESSOR OF THE TOWN OF BOURNE.

MRS. BARAKAUSKAS STATED THAT THE BOARD OF ASSESSORS RECOMMENDS THAT THE WATER COMMISSIONERS RETAIN ONE TAX RATE FOR ALL CLASSES OF PROPERTY FOR FISCAL YEAR 2014. THE BOARD FEELS THAT THE RELATIVELY SMALL BENEFIT TO THE RESIDENTIAL TAXPAYER THAT COULD BE ACHIEVED THROUGH THE USE OF TWO TAX RATES IS NOT WARRANTED IN THE LIGHT OF THE DRAMATIC INCREASE IN TAXES IN TAXES PAID BY THE COMMERCIAL/INDUSTRIAL/PERSONAL PROPERTY TAXPAYER. BOURNE IS A LARGELY RESIDENTIAL COMMUNITY THAT SIMPLY DOES NOT HAVE ENOUGH OF A COMMERCIAL/INDUSTRIAL BASE TO MAKE CLASSIFICATION WORTHWHILE.

THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE SUGGESTION OF THE BOARD OF ASSESSORS AND GO WITH A SINGLE TAX RATE. THE BOARD SIGNED THE DOCUMENTATION IN THAT REGARD.

MR. HANDY MADE A MOTION TO ADJOURN THE TAX CLASSIFICATION HEARING AT 8:45 IT WAS SECONDED AND THE MEETING ADJOURNED. MRS. BARAKAUSKAS LEFT THE MEETING.

MRS. WARD STATED THAT GARDENS AND GREENSCAPES HAD RESCINDED THEIR REQUEST TO TALK WITH THE BOARD ABOUT SALT STORAGE AT THEIR COMMERCE PARK DRIVE LOCATION AND WOULD BE STORING IT AT THEIR TAUNTON LOCATION.

MR. LYONS ASKED IF THE BOARD HAD THE RIGHT TO MAKE VARIANCES AND ALLOW TEMPORARY STORAGE OF SEASONAL SUBSTANCES. MR. HANDY STATED THAT HE WOULD NOT VOTE TO ALLOW ANYTHING STORED IN THE ZONE 2 THAT COULD HARM THE WATER SUPPLY.

MR. CAMPBELL STATED THAT HE DID NOT WANT TO DISCUSS THE INVOICE CLOUD AND GIS MAPPING WITHOUT A FULL BOARD PRESENT. THE BOARD AGREED TO TABLE THE DISCUSSION UNTIL THE NEXT MEETING.

MRS. WARD STATED THE OFFICE PHONES NEED TO BE REPLACED. THE PERSON ON ONE LINE TALKING CAN HEAR THE PERSON ON THE OTHER LINE TALKING AND WHEN THE PHONE RINGS IT BLANKS OUT THE SOUND ON THE LINE IN USE. SHE STATED THAT THE PHONES ARE OLD RADIO SHACK PHONES AND THE WIRING DATES BACK TO WHEN THE BUILDING WAS PURCHASED IN 1953.

SHE GAVE THE BOARD A PROPOSAL FROM AVARE SOLUTIONS, WHO INSTALLED THE PHONES AT THE MASHPEE WATER DISTRICT. SHE STATED THAT MASHPEE'S SYSTEM HAS VOICE MAIL FOR EACH EMPLOYEE WHICH WOULD CUT DOWN THE NEED TO TAKE MESSAGES AND FREE UP THE OFFICE STAFF TO DO THEIR WORK. MASHPEE IS EXTREMELY HAPPY WITH THE SYSTEM AND AVARE SOLUTIONS. PAUL MCTERNAN IS THE REPRESENTATIVE FOR THE LOCALLY BASED COMPANY.

THE PROPOSAL WOULD INCLUDE 4 NEW PHONES, 2 PORT VOICE MAIL, AVAYA IP OFFICE 500V2 RELEASE 8.0 AND THE LABOR AND MATERIALS TO INSTALL 5 NEW CATEGORY 5E WIRING TO EACH OF THE 4 PHONES AND THE FAX MACHINES. THE PRICE FOR THE SYSTEM IS \$3,892.

TO: 91505 697980 P.2/6
11/13 DEC 17 AM 11 31
TOWN CLERK'S OFFICE
BOURNE, MASS

**BOURNE WATER DISTRICT COMMISSIONER'S MEETING
NOVEMBER 12, 2013**

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO GO FORWARD WITH THE NEW TELEPHONE SYSTEM.

SUPERINTENDENT'S REPORT

Hydrant recommendations:

ISO (Insurance Service Office):

- Spacing of 500ft between hydrants on main lines
- Distance from hydrant on main line to structure 250ft
- Direct route from hydrant on branch lines 500ft
- Distance from hydrant by traveled way (road) 1000ft
- Distance from intersection 250ft

NFPA (National Fire Protection Association):

- Base distance for public ways - 500ft
- No structure base distance - 1000ft
- If structures are protected by sprinklers base distance - 800ft
- Distance from intersection - within 400ft

ISO and NFPA:

- Distance from Fire Hydrant to Fire Hydrant and Fire Stations determines fire hydrant placement recommendations
- Hydrant fire flow:
 - Single and duplex homes - 1000gpm
 - Homes and business with fire sprinklers - 500gpm
 - Any structure with spacing 30ft or greater - 750gpm

The locale Fire Department sets the standard for the distance of hydrant to hydrant within the town or city, and follows the recommendations of ISO and NFPA

The Town of Bourne Fire Department has a standard of 500ft - hydrant to hydrant, a radius of 250ft on main lines, and a fire flow of 1000gpm and a working pressure of 25psi

**BOURNE WATER DISTRICT COMMISSIONER'S MEETING
NOVEMBER 12, 2013**

There are no hard fast standards for hydrant spacing or distances - ONLY recommendations by American Water Works Association, Insurance Service Office, and National Fire Protection Association #1 Uniform Fire Code. They leave that up to the locale Fire Department to set the standard and the water supplier to try and comply.

The only recommendation to water suppliers I have found is a 500ft spacing on main lines and on dead end mains, a hydrant within 250ft of the intersection.

Suggested Requirements for Bourne Water District Hydrant Policy:

500 ft. spacing on main lines

250 ft. - from intersection of dead end main to hydrant on main line (dead end mains greater than 250 ft. - hydrant spacing every 500 ft. starting at the intersection with mains 6" or greater)

1000 ft. - travel distance from hydrant to structure for mains off main line.

The Board directed Mr. Campbell to come up with a written policy citing the reference material used to determine the policy that can be signed and added to the Water Main and House Service policy at the next meeting

- Beverly Rd:

- Wrote Letter And Delivered To Paul Nugent
- Have Had Conversations With Paul Nugent And Consensus To Date From The Association
- Is No Change To System - Although This May Change At A Later Time
- The Association Is Aware That Any Requests Requires A Letter And They Come Before The Board At A Regular Commissioners Meeting

- Mr. Doble - Sandwich Rd:

- Delivered A Letter And Have Been In Discussions About Options For A Water Service
- Mr. Doble Will Be Requesting A Meeting With Selectmen To Request Iswm Pay For Services

- Meter Program:

- Pushing To Change Out Large Meters Before 1 Jan 2014 To Move Current Brass Stock
- The No Lead Law Goes Into Affect 1 Jan 2014 - Can Not Use Any Leaded Brass After That Date - This Includes Meters, Hydrants, And Fittings

- Station #8

- Site Work - Hauling In Fill To Bring Site To Grade, Trenching For Electrical
- Pouring Pads For Lp Tanks, Generator, Entry Pad
- Plumbing 90% Done
- Electrical - Mcc Installed, Conduit And Wiring For Electrical Service 40% Done

2013 DEC 17 AM 11 31
TOWN CLERK'S OFFICE
BOURNE, MASS

**BOURNE WATER DISTRICT COMMISSIONER'S MEETING
NOVEMBER 12, 2013**

- Well - Waiting On Maher To Return In 10 To 12 Days To Finish Well As 120ft Need To Be At 235ft
- Station #2
- Waiting On Delivery Of New Pump, Pipe Columns, And Shaft
- Replacing Check Valve And Cleaning Venturi

2013 DEC 17 AM 11 31
TOWN CLERK'S OFFICE
BOURNE, MASS

MR. HANDY MADE A MOTION TO ADJOURN, MR. LYONS SECONDED THE MOTION AND THE MEETING ADJOURNED AT 9:10AM.

RESPECTFULLY SUBMITTED,

Nancy Ward

NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS

Brian S. Handy

BRIAN S. HANDY, CHAIRMAN

Michael R. Lyons

MICHAEL R. LYONS

Peter R. Way

PETER R. WAY

Materials used:
Tax rate classification documents attached
Avare Solutions quote (on file)



TOWN OF BOURNE

Board of Assessors

24 Perry Avenue

Buzzards Bay, MA 02532

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



Donna L. Baranuskas, MAA
Principal Assessor

2013 DEC 17 AM 11 31
J. Malcolm Whitney, MAA, Chairman
Priscilla A. Koleshis, Clerk
TOWN CLERK'S OFFICE
BOURNE, MASS

2013 DEC 17 AM 11 31
TOWN CLERK'S OFFICE
BOURNE, MASS

November 12, 2013

PROPERTY CLASSIFICATION RECOMMENDATION

FISCAL YEAR 2014

The Board of Assessors recommends that the Water Commissioners retain one tax rate for all classes of property for fiscal year 2014. The Board feels that the relatively small benefit to the residential taxpayer that could be achieved through the use of two tax rates is not warranted in light of the dramatic increase in taxes paid by the Commercial/Industrial/Personal Property taxpayer. Bourne is largely a residential community that simply does not have enough of a Commercial/Industrial base to make classification worthwhile.

2013 DEC 17 AM 11 32
TOWN CLERK'S OFFICE
BOURNE, MASS

ESTIMATED TAX RATE FOR FISCAL YEAR

<u>Single Tax Rate</u>	<u>Amount</u>	<u>Median Assessment</u>
Residential	\$.08	\$302,500
Com/Ind	\$.08	\$219,300

SPLIT TAX RATE

<u>110% Split</u>	<u>Amount</u>	<u>Median Assessment*</u>	<u>Tax Savings or Cost</u>
Residential	\$.08	\$302,500	-\$.0
Com/Ind	\$.09	\$219,300	+\$.01

<u>125% Split</u>	<u>Amount</u>	<u>Median Assessment</u>	<u>Tax Savings or Cost</u>
Residential	\$.08	\$302,500	-\$.0
Com/Ind	\$.10	\$219,300	+\$.02

<u>150% Split</u>	<u>Amount</u>	<u>Median Assessment</u>	<u>Tax Savings or Cost</u>
Residential	\$.07	\$302,500	-\$.01
Com/Ind	\$.12	\$219,300	+\$.04

* Based on the median assessment for a single-family residence for the residential category and the median improved commercial/industrial lot for the Com/Ind category.

2013 DEC 10 PM 3 58

TOWN CLERK'S OFFICE
BOURNE, MASS



BOURNE WATER DISTRICT

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

MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS TUESDAY, DECEMBER 10, 2013 POSTPONED UNTIL TUESDAY, DECEMBER 17, 2013

Meeting to convene at 8:30 A.M.
Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the Following:
Minutes of November 12, 2013 meeting
November Commitment and abatements
Weekly Warrant

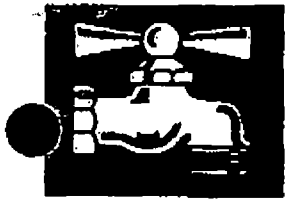
AGENDA
Regular Session

NEW BUSINESS

1. Request for abatement 365 County Rd./Chera underground leak in driveway
2. Invoice cloud - GIS mapping
3. Approval of hydrant policy to be added to the water main and service installation policy
4. Request for merit raise for Robert Prophet
5. Sheriff's Dept. request for 3 additional antennas on the Bourne tank
6. Request for merit raise for Kathy Drake
7. Board policy for upgrades to tank due to antenna use by outside owners.

SUPERINTENDENT'S REPORT

To Town Clerk Please Post: Faxed 12/05/2013 at 3:20PM
Modified 12/06/2013 Faxed 12/6/2013 at 9:35 AM
New date Faxed 12/10/2013 @3:40 PM



Ameo dual

BORNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559-1447
Office: 508-563-2294 Fax: 508-563-2294
TOWN CLERK'S OFFICE
BORNE, MASS

DEC 8 AM 9 36

MEETING NOTICE
BORNE WATER DISTRICT BOARD OF WATER
COMMISSIONERS
TUESDAY, DECEMBER 10, 2013

Meeting to convene at 8:30 A.M.
Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the Following:
Minutes of November 12, 2013 meeting
November Commitment and abatements
Weekly Warrant

AGENDA
Regular Session

NEW BUSINESS

1. Request for abatement 365 County Rd./Chera underground leak in driveway
2. Invoice cloud - GIS mapping
3. Approval of hydrant policy to be added to the water main and service installation policy
4. Request for merit raise for Robert Prophet
5. Sheriff's Dept. request for 3 additional antennas on the Bourne tank
6. Request for merit raise for Kathy Drake
7. Board policy for upgrades to tank due to antenna use by outside owners.

SUPERINTENDENT'S REPORT

To Town Clerk Please Post: Faxed 12/05/2013 at 3:20PM
Modified 12/06/2013 Faxed 12/6/2013 at 9:35 AM



BORNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02569-1447
Office: 508-563-2294 Fax: 508-564-4661

12/5/13 3:39 PM
TOWN CLERK'S OFFICE
BORNE, MASS.

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**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING December 17, 2013**

2014 APR 8 AM 11 15
TOWN CLERK'S OFFICE
BOURNE, MASS
TOWN CLERK'S OFFICE
BOURNE, MASS

THE MEETING WAS DULY POSTED

PRESENT; COMMISSIONERS BRIAN HANDY, MICHAEL LYONS AND PETER WAY
CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

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Hydrant placement policy

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

2014 JUN 20 PM 3 00
TOWN CLERK'S OFFICE
BOURNE, MASS

June 17,2014

Barry Johnson
Town Clerk
24 Perry avenue
Buzzards Bay,MA 02532

Re: 2013 CCR

Dear Mr. Johnson,

As required by MASS.DEP, enclosed is your copy of the completed Buzzards Bay Water District's Consumer Confidence Report for the calendar year 2013.

Copies are available at the District Office, 15 Wallace Avenue. Interested parties can call the office at (508)759-4631 to receive a copy in the mail.

If you have any questions regarding this report, please give me a call.

Sincerely,

Steven Souza
Superintendent

Buzzards Bay Water District

PWS ID# 4036001

CONSUMER CONFIDENCE REPORT 2013

2014 JUN 20 PM 3 00

Where does the water come from?
TOWN CLERK'S OFFICE
BOURNE, MASS

Dear Valued Customer,

It is my pleasure to present to you the 2013 Consumer Confidence Report summarizing the past year in the Buzzards Bay Water District. Consumer Confidence Reports are used to inform the public about the quality and quantity of the water and the effort it takes to maintain it. This report is for the calendar year 2013, however, the water quality data includes the most recent rounds of sampling.

Respectfully Submitted,

Joe Souza
Water Superintendent

The Buzzards Bay Water District receives its water supply from four groundwater sources supplied by the Plymouth / Carver aquifer. Station 2 is located off Kettle Lane and Stations 1,3 and 4 are all located off Bourne Road. Each well has its own pump station and chemical feed equipment. Groundwater is naturally filtered through soil usually not requiring additional filtration, however, potassium hydroxide (KOH) is used to raise the pH of the water. This reduces corrosion of household plumbing and also reduces your exposure to lead and copper.

Water pumped is used by the residents and what is remaining is stored in two storage tanks. The tanks provide pressure and fire protection for the District. The total capacity of the two tanks is two million gallons. This capacity helps ensure consistent supply to all residences during high peak demand periods.

The District is overseen by the Board of Water Commissioners. All are welcome to attend the Board of Water Commissioners' meetings held at the Buzzards Bay District Office, 15 Wallace Avenue, Buzzards Bay, MA. The Board meetings are posted at the Town Hall or you can call the District office for date and time. The Annual Water District Meeting is scheduled for the second Tuesday in April at 7:00 p.m. Water Quality Data for community water systems throughout the United States is available at www.waterdata.com.

Please practice water conservation.

The Facts on Peak Water Use

Peak seasonal water use is typically three to five times as much as winter water use. It's a great time to find new ways to save water inside and outside your home.

The average American home uses about 260 gallons of water per day; however, during peak season the same household can use about 1,000 gallons of water in a day.

In some instances peak daily use can be as high as 3,000 gallons a day - more than 10 times the average daily use. That's equivalent to a garden hose running open for nearly 8 hours or enough water to supply the same home for sixteen days!

We can all reduce our peak water use and utility bills by watering only as needed, washing full loads of laundry, and using more efficient plumbing fixtures.

EPA Water Sense

....More Statistics

The Buzzards Bay Water District pumped 164,852,689 gallons during 2013.

The maximum day for water consumption occurred on August 25, 2013 at 907,090 gallons.

The total consumption is approaching our permitted allocations by the regulatory Water Management Act.

WATER CONSERVATION PROTECTS OUR NATURAL RESOURCES

Your special efforts with conservation, especially during the outside water use periods of May through September, are greatly appreciated. Non-essential outside restrictions between 9 a.m. and 5 p.m. are encouraged.

SUBSTANCES FOUND IN DRINKING WATER

The sources of drinking water (both tap and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs and wells. As water travels over the surface of the land, or through the ground, it dissolves naturally-occurring minerals and, in some cases, radioactive material and can pick up substances resulting from the presence of animal or human activity.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that the water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the EPA's Safe Drinking Water Hotline (800-426-4791)

Some people may be more vulnerable to contaminants in drinking water than the general population. Immune-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders and some elderly and infants can be particularly at risk from infections. These people should seek advice from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by Cryptosporidium and other microbial contaminants are available from the Safe Drinking Water Hotline (800-426-4791).

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. The Buzzards Bay Water District is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at <http://www.epa.gov/safewater/lead>.

Contaminants that may be present in source water before treatment include: microbial contaminants, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, agricultural livestock operations and wildlife; inorganic contaminants, such as salts and metals, which can be naturally-occurring or result from urban storm water runoff, industrial or domestic wastewater discharges, oil and gas production, mining or farming; pesticides and herbicides, which may come from a variety of sources such as agricultural and residential uses; organic chemical contaminants, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production and can also come from gas stations, urban storm water runoff and septic systems; radioactive contaminants, which can be naturally-occurring or be the result of oil and gas production and mining activities.

In order to insure that tap water is safe to drink, EPA prescribes regulations that limit the amount of certain contaminants in water provided by public water systems. Buzzards Bay water is treated according to EPA's regulations. FDA and the Massachusetts Department of Public Health regulations establish limits for contaminants in bottled water that must provide the same protection for public health.

All chemicals used for water treatment are approved by the National Sanitation Foundation or Underwriter Laboratories, both accredited by the American National Standards Institute (ANSI). Chemicals must also meet standards established by the American Water Works Association.



The United States Environmental Protection Agency (EPA) and the Massachusetts Department of Environmental Protection (DEP) have specific requirements for the quality of water delivered by public water suppliers. To assure that this quality is maintained these agencies have testing requirements. The table on the following page, lists all the drinking water contaminants that were detected during 2013. **THE PRESENCE OF THESE CONTAMINANTS IN THE WATER DOES NOT NECESSARILY INDICATE THAT THE WATER POSES A HEALTH RISK.** Some of the test dates are from prior years. That is because we were not required to test for these substances during 2013. We follow a strict schedule regulated by the DEP for water testing.

CONTAMINANTS DETECTED WERE BELOW THE MAXIMUM CONTAMINANT LEVEL DETERMINED BY THE EPA, EXCEPT FOR TOTAL COLIFORMS

MCLG: Maximum Contaminant Level Goal, the level below which there is no known health risk. MCLGs allow for a margin of safety.
MCL: Maximum Contaminant Level; The highest level of a contaminant that is allowed in drinking water. MCL's are set as close to the MCLG's as feasible using the best available treatment technology.
AL: Action Level; The concentration of a contaminant which, when exceeded, triggers a treatment or other requirement which a water system must follow.
TT: Treatment Technique; A required process intended to reduce the level of a contaminant in drinking water.
90th Percentile: Out of every 10 homes, 9 were at or below this level.
NR: Not Regulated
pCi/L: Alpha Emitters
ppm: Parts per Million
ND: Not Detectable at testing limit
ppb: Parts per Billion
mgd: Million gallons per Day
N/A: Not Applicable

2013 Water Quality Information Table

SUBSTANCE (Contaminant)	Date Code	Highest Level Detected	Range of Detection	MCL	MCLG	Source of Contaminant	Violation (Y/N)
<u>MICROBIOLOGICAL</u>							
Total Coliform	6	14% (6)	ND - Present	See Footnote **	Zero	Coliforms are bacteria that are naturally present in the environment and are used as an indicator that other, potentially harmful, bacteria may be present. See Footnote **	Y
Total Coliform	4	5% (1)	ND - Present	See Footnote **	Zero	Coliforms are bacteria that are naturally present in the environment and are used as an indicator that other, potentially harmful, bacteria may be present. See Footnote **	N
<u>INORGANIC</u>							
Nitrate (ppm)	3	1.03	ND-1.03	10	10	Runoff from fertilizer use; Leaching from septic tanks, sewage; erosion of natural deposits.	N
Sodium (ppm)	5	13	7.9-13.0	NR	NR	Road salt runoff. Naturally present in the environment.	N
Perchlorate (ppb)	7	0.23	ND-0.23	2.0	NA	Rocket propellants, fireworks, munitions, flares, blasting agents.	N
<u>LEAD & COPPER</u>							
Lead (ppb)	2	28	ND-28 90th%=5.0	AL=15* See Footnote ****		Corrosion of household plumbing.	N
Copper (ppm)	1	0.82	0.07-0.82 90th%=0.49	AL=1.3*		Corrosion of household plumbing.	N

DATE ANALYZED AND LOCATION:

1. September 11th, 12th, and 13th, 2013 DEP Approved Sample Locations
2. September 11th, 12th, and 13th, 2013 DEP Approved Sample Locations
3. May 6, 2013 Pump Stations 1, 2, 3 and 4
4. September 9th, 2013 DEP Approved Sample Locations
5. March 31st, 2011 Pump Stations 1, 2, 3, and 4
6. August 5th and 7th, 2013 DEP Approved Sample Locations
7. August 31st, 2011 Pump Station 1,2,3, and 4

*Samples were below the Action Level due to the treatment of the sources, reducing the acidity of the water.

**For water systems analyzing at least 40 samples per month, no more than 5.0% of the monthly samples may be positive for total coliforms. For systems analyzing fewer than 40 samples per month, no more than one sample per month may be positive for total coliforms. Coliforms were found in more samples than allowed and this was a warning of potential problems.

**** Infants and children who drink water containing lead in excess of the action level could experience delays in their physical or mental development. Children could show slight deficits in attention span and learning abilities. Adults who drink this water over many years could develop kidney problems or high blood pressure. Eighteen samples were below the action level and two samples were above the action level.

Violations: about our Total Coliform violations: We routinely monitor for drinking water contaminants. We collected sixty-six samples to test for the presence of coliform bacteria during August and September 2013. The standard is that no more than 5% of our samples may do so. Coliform were detected in seven of our samples. This was not an emergency, if it had been you would have been notified immediately. Coliform bacteria are generally not harmful themselves. Coliform detections during August and September 2013 in the distribution system, and tank are believed to be associated with recent distribution system disturbance and or tank storage turn-over periods. Also changes in the analytical process may have contributed to the detections. Usually, coliforms are a sign that there could be a problem with the system's treatment or distribution system. Whenever we detect any coliform in our samples, we do follow-up testing to see if other bacteria of greater concern, such as E. coli are present. In consultation with the Department of Environmental Protection Drinking Water Program, additional repeat samples were taken; flushing of the affected area, sanitary inspections of the storage tanks, and short-term disinfection of the distribution system. Approved notification occurred on 11/29/2013 and the system was returned to compliance. **We did not find any of these bacteria in our subsequent testing, and further testing shows that this problem has been resolved.**

For More Information on the Buzzards Bay Water System contact:

*Gloria Souza, Superintendent
 Buzzards Bay Water District
 15 Wallace Avenue
 R.O. Box 243
 Buzzards Bay, MA 02532
 508-759-4631
 www.buzzardsbaywaterdistrict.us*

CROSS CONNECTION & BACKFLOW PREVENTION

Help protect your public water supply and safeguard your potable water use from potential contamination due to backflow and back-siphonage. When water flows backwards through the water supply system, backflow and back-siphonage can occur. Numerous well documented cases identify that cross connections have been responsible for contamination of drinking water. A cross connection is defined as any actual or potential connections between a potable and non potable water supply.

How can you help: Never submerge hoses in containers including pools, buckets, tubs and or sinks. Always keep the end of the hose clear of possible contaminants. Do not use spray attachments, such as an unprotected lawn and garden sprayer attached to your garden hose without proper backflow prevention. Inexpensive backflow devices can be purchased and easily installed on all of your older style hose bibs or threaded faucets. You can also ask a local plumber to assist you with this task.

The District needs your support in helping to maintain a safe delivery of our public drinking water system.

Buzzards Bay "SWAP" Report

The Source Water Assessment and Protection (SWAP) program (conducted by the Mass. Dept. of Environmental Protection), established under the Federal Safe Drinking Water Act, requires every state to:

- inventory land uses within the recharge areas of all public water supply sources
- assess the susceptibility of drinking water sources to contamination from these land uses and publicize the results to provide support for improved protection.

Buzzards Bay's susceptibility ranking is high for all four wells because they are located in an aquifer with a high vulnerability to contamination due to the absence of hydro-geologic barriers (i.e.: clay) that can prevent contaminant migration.

Residents can help protect sources by taking hazardous household chemicals to hazardous materials collections days.

The complete SWAP report is available at the Buzzards Bay Water District Office and online at <http://www.mass.gov/dep/water/drinking/swapreps.htm>.

2013 Board of Water Commissioners

*Rickie Collier - Chairman
 Joseph Parrata Sr. - Commissioner
 Robert M. Elhier - Commissioner*



2013 JAN 7 AM 10 39

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

*Need 4 PM
11:00 stamp need*

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 9, 2013

CALL MEETING TO ORDER:

APPOINTMENTS:

Sean Osborne: OSB Engineering Consulting RE New Source Information

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS: Personnel Policy Final Acceptance
Office Expansion Plans
Staffing: New Hire
Cell Tower Policy Adoption

NEW BUSINESS: FY14 Budget

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None Proposed

ADJOURNMENT

Caitlin Rocheleau
Caitlin Rocheleau / District Clerk

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

BOARD OF WATER COMMISSIONERS
 BOURNE WATER DISTRICT

CONTRACT NO. 2012-1

CONSTRUCTION OF WATER PUMP STATION #8
 AND NEW PRODUCTION WELL AT WS-4

Canvass of Apparent Filed Sub-Bids received February 21, 2013 for Contract No. 2012-1 -
 Construction of Water Pump Station #8 and New Production Well at WS-4

Section 04220
 CONCRETE UNIT MASONRY

<u>BIDDER</u>	<u>BASE BID AMOUNT</u>
1. <u>A. Scolaro Masonry Inc.</u> 6 Lisa Lane, Saugus, MA 01906	<u>\$ 39,999.99</u>
2. <u>K. Walter Construction, Inc.</u> 148 Bay Road, Norton, MA 02766	<u>\$ 42,000.00</u>
3. <u>D&S Commercial Masonry.</u> 45 Industrial Road, Wrentham, MA 02093	<u>\$ 45,300.00</u>
4. <u>Cenedella Masonry Inc.</u> May not be used by: TLT 19 East Walnut Street, Milford, MA 01757	<u>\$ 53,000.00</u>
5. <u>L.A.L. Masonry, Inc.</u> 27 Ferncliff Avenue, Saugus, MA 01906	<u>\$ 65,000.00</u>
6. <u>Chapman Waterproofing Company</u> May not be used by: TLT, G&R Construction 395 Columbia Road, Boston, MA 02125	<u>\$ 73,000.00</u>
7. <u>D.P. Masonry Inc.</u> 833-D American Legion Highway, Westport, MA 02790	<u>\$ 73,500.00</u>
8. <u>Costa Brothers Masonry</u> 2 Lambeth Park Drive, Fairhaven, MA 02719	<u>\$ 77,000.00</u>
9. <u>Fernandes Masonry, Inc.</u> 1031 Phillips Road, New Bedford, MA 02745	<u>\$128,000.00</u>

2013 MAR 25 PM 12:03
 TOWN CLERK'S OFFICE
 BOURNE MASS

**Section 09900
PAINTING**

<u>BIDDER</u>	<u>BASE BID AMOUNT</u>
1. <u>John W. Egan Co. Inc.</u> 3 Border Street, W. Newton, MA 02465	<u>\$ 24,500.00</u>
2. <u>Dandis Contracting Inc.</u> 636 Washington Street #12, Canton, MA 02021	<u>\$ 38,000.00</u>
3. <u>R.J. Forbes Painting Contractor, Inc.</u> 228 O'Neil Boulevard, Attleboro, MA 02703	<u>\$ 39,300.00</u>
4. <u>David F. Egan & Company, Inc.</u> 19 Harris Avenue, Northboro, MA 01532	<u>\$ 42,400.00</u>

**Section 15400
PLUMBING**

<u>BIDDER</u>	<u>BASE BID AMOUNT</u>
1. <u>Waterline Industries Corporation</u> Restricted to: Waterline Industries Corporation 7 London Lane, Scabrook, NH 03874	<u>\$ 17,677.00</u>
2. <u>DNL Plumbing & Heating, LLC</u> Restricted to: Robert B. Our Co., Inc. 50 Avon Street, Taunton, MA 02780	<u>\$ 47,500.00</u>
3. <u>United Plumbing & Heating Inc.</u> 20 Arsene Way, P.O. Box 763, Fairhaven, MA 02719	<u>\$ 71,995.00</u>
4. <u>Robert W. Irvine & Sons, Inc.</u> 147 Blossom Street, Lynn, MA 01902	<u>\$ 76,000.00</u>
5. <u>Araujo Bros. Plumbing, Inc.</u> P.O. Box 50225, New Bedford, MA 02745	<u>\$ 89,000.00</u>

**DIVISION 16
ELECTRICAL**

<u>BIDDER</u>	<u>BASE BID AMOUNT</u>
1. <u>Ewing Electrical Co., Inc.</u> P.O. Box 370, 3 North Road, Deerfield, NH 03037	<u>\$229,700.00</u>
2. <u>Waterline Industries Corp.</u> Restricted to: Waterline Industries Corp. 7 London Lane, Seabrook, NH 03874	<u>\$ 237,677.00</u>
3. <u>Energy Electric Co., Inc.</u> 740 Quaker Highway, Uxbridge, MA 01569	<u>\$239,000.00</u>
4. <u>LaFleur Electrical Co., Inc.</u> May not be used by: Waterline Industries Corp. 6 Elm Street, P.O. Box 77, Auburn, MA 01501	<u>\$278,880.00</u>
5. <u>Fall River Electrical Associates Co., Inc.</u> May not be used by: Waterline Industries Corp. 74 Corneau Street, Fall River, MA 02721	<u>\$288,600.00</u>
6. <u>Phillips Electric Inc.</u> May not be used by: Waterline Industries Corp; Winston Builders Corporation, Barbato Construction Co., Methuen Construction 69 Milton Street, Dedham, MA 02026	<u>\$292,000.00</u>
7. <u>Metropolitan Corp.</u> May not be used by: Waterline Industries Corp. 840 Main Street, Millis, MA 02054	<u>\$304,000.00</u>
8. <u>Annese Electric</u> May not be used by: Waterline Industries Corp. 280 Libbcy Industrial Parkway, Weymouth, MA 02189	<u>\$345,000.00</u>

BOARD OF COMMISSIONERS MEETING
MINUTES OF
Wednesday January 9, 2013

Buzzards Bay Water District

15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:

R. Tellier, Chairperson
J. Carrara, Commissioner
R. Ethier, Commisisoner
S. Souza, Superintendent
C. Rocheleau, Clerk/Treasurer

Guests:

Mr. Mulvey

2013 OCT 7 PM 11:24
TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting Called to order at 4:30 pm by Chairperson Tellier

APPOINTMENTS:

OSD Engineering, LLC. Re: New Source Information

Sean Osborne came to the Board with a letter agreement and contract that OSD has prepared in order to conduct a five day pumping test, analyze the results and submit a final reports to MassDEP based on the findings. According to DEP, the Buzzards Bay Water District has received approval to conduct this test at the Test Well 5-08 Site. Sean is recommending that the District begin the design, permitting and construction process in FY2014. The budget for all aspects of this project is projected at \$1.1M.

Resident Mulvey had many ideas for the District to consider in regards to the new station. He gave examples in surrounding towns and suggested the Superintendent reach out to them for support or assistance in dealing with such a major project and the costs that come alongside.

Commissioner Ethier suggested that we begin a rate study to help protect the residents from any substantial rate increase and also safeguard the District employees from taking on too much work that would come with creating a new pumping station. He stressed the importance of having everything completely thought out in advance and all expenses covered, noting manpower as one of them.

APPROVAL OF MINUTES:

After review, *Commissioner Carrara made a MOTION to approve the minutes of the meeting held on December 12, 2012: Plymouth Tax Classification as written. The motion was SECONDED by Commissioner Ethier and so moved.*

After review, *Commissioner Carrara made a MOTION to approve the minutes of the meeting held on December 12, 2012 as written. The motion was SECONDED by Commissioner Ethier and so moved*

WARRANT:

Warrants 26, 27, and 28 were reviewed and approved.

CORRESPONDENCE:

None

SUPERINTENDENT'S REPORT:

Highlights of the Superintendent's report included:

- Second interview with candidates, Joe sat in as well
- Station 4 finally repaired and running
- Site walk at Station 5 with Maher
- Received NEWWA award for 25 year membership
- Cell work continues on hydropillar
- Attended NEWWA annual meeting
- Hosted UCT students field trip
- New hire starts Jan 7th

TREASURER'S REPORT:

Highlights of the Treasurer's report included:

- December 2012 Commitment
- Real estate, personal property and tax title received from Bourne and Plymouth
- Mass state taxes and Federal taxes paid
- Bartlett insurance reimbursement
- Credit card machines
- Office expansion
- Free cash

COMMITMENT:

Commitment for the month of December 2012 FY13 was reviewed and approved.

OLD BUSINESS:

After a final review, *Commissioner Ethier made a MOTION for the final acceptance of the District's Personnel Policy. The motion was SECONDED by Commissioner Carrara and so moved.*

The Superintendent and Treasurer explained to the Board the beginning processes and requirement in regards to expanding the office. They explained all the information received from the Districts engineer, and collected thought for moving forward. It was then decided by the Board that we should involve Sean Osborne in the projects so he can assist us with feasibility, need for bids, etc. A request for an update was made for February's meeting.

Another topic that was discussed was that of the Cell Tower Policy Adoption. While still present, Sean Osborne quickly interjected that he would like to review the document that was originally produced for us by Haley & Ward and make sure that he is in full agreement with everything the policy covers and possibly add further information. He will present the Board with a newer version to potentially adopt in an upcoming meeting.

NEW BUSINESS:

The discussion of the FY14 Budget was postponed until February's meeting.

OTHER/OPEN COMMENTS:

Mr. Mulvey took this time as an opportunity to stress the importance of the Superintendent involving the Town as early as possible in the discussion of the New Source. It was at that point when *Commissioner Ethier made a MOTION for Superintendent Souza to notify the Town of Bourne of the New Source discussion. The motion was SECONDED by Commissioner Carrara and so moved.*

There being no further issues to come before the Board, *a MOTION to adjourn the meeting at 5:39 PM was made by Commissioner Carrara and SECONDED by Commissioner Ethier and so moved.*

Respectfully Submitted,

Caitlin Rocheleau, Treasurer / Clerk

BOARD OF COMMISSIONERS MEETING
MINUTES OF
Wednesday February 13, 2013

Buzzards Bay Water District

15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:

R. Tellier, Chairperson
J. Carrara, Commissioner
R. Ethier, Commisisoner
S. Souza, Superintendent
C. Rocheleau, Clerk/Treasurer

Guests:

Sean Osborne: OSB Engineering

Meeting Called to order at 4:30 pm by Chairperson Tellier

APPOINTMENTS:

OSD Engineering, LLC. Re: New Source Information

Sean Osborne attended the meeting to update the Board on his findings in dealing with the topic of the office expansion. He had been in communication with 2 different architects and their contracts for feasibility studies. Both architects had fairly equal offerings and cost. There were pros and cons for each. The discussion ended with a general agreement to wait until the FY14 budget is discussed and put the project of expanding the office in its appropriate prioritized position.

APPROVAL OF MINUTES:

After review, *Commissioner Carrara made a MOTION to approve the minutes of the meeting held on January 9, 2013 as written. The motion was SECONDED by Commissioner Ethier and so moved*

WARRANT:

Warrants 29, 30, and 31 were reviewed and approved.

CORRESPONDENCE:

None

SUPERINTENDENT'S REPORT:

Highlights of the Superintendent's report included:

- Uniforms for the staff
- New hire to begin drinking water prep course
- Garage door at hydropillar repaired
- Attended DEP update meeting on 1/23
- District assisted MMA with service leak on campus
- Annual tier 2 report submitted
- Memo to town planner about station 5

2014 OCT 7 AM 11 24
TOWN CLERK'S OFFICE
BOURNE, MASS

TREASURER'S REPORT:

Highlights of the Treasurer's report included:

- December 2012 Commitment
- Real estate, personal property and tax title received from Bourne and Plymouth
- Mass state taxes and Federal taxes paid
- W2's / 1099's
- Free Cash
- Town of Bourne
- Office Expansion
- FY14 Budget

COMMITMENT:

Commitment for the month of January 2013 FY13 was reviewed and approved.

OLD BUSINESS:

Office Expansion: See Appointments

NEW BUSINESS:

Both the Treasurer and Superintendent presented a preliminary draft of the proposed FY14 Budget to the Board. It was noted where there were any increases or decreases due to forecasted demands as well as expected inflation in costs pertaining to certain materials and coverage. This draft also included a couple of modest wage scenarios as well as a large number of projects the District was facing for potential special articles at the next annual meeting. Chairman Tellier requested that Superintendent Souza take some time to prioritize the large amount of projects into a more manageable number for the annual meeting. At that time it was late and agreed by the Board that the FY14 Budget will be voted on once there is a more clear and concise draft presented to them at the March meeting.

OTHER/OPEN COMMENTS:

There being no further issues to come before the Board, *a MOTION to adjourn the meeting at 6:53 PM was made by Commissioner Carrara and SECONDED by Commissioner Ethier and so moved.*

Respectfully Submitted,

Caitlin Rocheleau, Treasurer / Clerk



2013 MAR 4 PM 4 10

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 12:30 p.m. on the following date:

Wednesday March 8, 2013

CALL MEETING TO ORDER:

EXECUTIVE SESSION:
Contract Negotiation

APPOINTMENTS:
Sean Osborne: OSB Engineering Consulting
Jason Zimmer: Department of Fish and Wildlife

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS: FY14 Budget

NEW BUSINESS:

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None Proposed

ADJOURNMENT


Caitlin Rocheleau / District Clerk

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



REVISED 03052013

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 12:30 p.m. on the following date:

Friday March 8, 2013

CALL MEETING TO ORDER:

EXECUTIVE SESSION:
Contract Negotiation

APPOINTMENTS:
Sean Osborne: OSB Engineering Consulting
Jason Zimmer: Department of Fish and Wildlife

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS: FY14 Budget

NEW BUSINESS:

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None Proposed

ADJOURNMENT

2013 MAR 5 AM 11 54
TOWN CLERK'S OFFICE
BOURNE, MASS


Caitlin Rocheleau / District Clerk

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

BOARD OF COMMISSIONERS MEETING

MINUTES OF

Wednesday March 8, 2013

2014 OCT 7 AM 11 24

Buzzards Bay Water District
TOWN CLERK'S OFFICE
BOURNE, MASS

15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:

R. Tellier, Chairperson
J. Carrara, Commissioner
R. Ethier, Commisisoner
S. Souza, Superintendent
C. Rocheleau, Clerk/Treasurer

Guests:

Sean Osborne: OSB Engineering
Jason Zimmer: Dept of Fish & Wildlife

Meeting Called to order at 12:30 pm by Chairperson Tellier

EXECUTIVE SESSION:

Present: Rickie Tellier – Chairperson, Joeseeph Carrara – Commissioner, Robert Ethier – Commissioner, Steve Souza – Superintendent, Minutes by Commissioner Ethier.

At 12:32 chairman Rickie Tellier motioned to go into executive session for the purpose of discussing in strategy in preparations for salary adjustments with non-inion personnel and will reconvene the open meeting at the end of the executive session

Commissioner Carrara made a MOTION to close the executive session at 12:45 and return to open session. The motion was SECONDED by Commissioner Ethier and so moved.

APPOINTMENTS:

Jason Zimmer: Department of Fish and Wildlife
Sean Osborne: OSD Engineering Consultant via Conference Call

Jason Zimmer met with the Board to negotiate the swapping of services with the District in response to the Fish and Wildlife protecting the well zone at station 5, which resides on their property. Mr. Zimmer notified that the District will be provided a key to get into the property and was in hopes of having the District personnel plow around the gate for the Fish and Wildlife staff when there is substantial snow fall.

It was then discussed between Mr. Osborne and the Board of Commissioners, it was requested the Chairman or Superintendent write up a proposal to Fish and Wildlife, to then have Fish and Wildlife respond with a contract including our requests, waiving of water fees, etc. This is all being contingent on the new source approval at the Annual District Meeting. Mr. Zimmer mentioned that this negotiation will be included on their April agenda.

APPROVAL OF MINUTES:

After review, *Commissioner Ethier made a MOTION to approve the minutes of the meeting held on February 13, 2013 as written. The motion was SECONDED by Commissioner Carrara and so moved*

WARRANT:

Warrants 31, 32, and 33 were reviewed and approved.

CORRESPONDENCE:

None

SUPERINTENDENT'S REPORT:

Highlights of the Superintendent's report included:

- Met with Coreen about zooming project
- Working with Barry on ASR
- Scott started classes for his next license
- Hydrant hit on Puritan and Bayberry
- Service leak at 44 Wilson Ave
- Water Main break on Wallace Ave and Bypass

TREASURER'S REPORT:

Highlights of the Treasurer's report included:

- Commitment
- Real Estate, Personal Property, Tax Title and Interest from Bourne and Plymouth
- MA State Taxes, Federal Taxes
- Free Cash
- Rockland Trust
- UniBank / CapeCod 5
- Bond Counsel

COMMITMENT:

Commitment for the month of February 2013 FY13 was reviewed and approved.

OLD BUSINESS:

The Board was presented with a finalized copy of the proposed budget for FY2014. This budget was worked on by the Treasurer, Superintendent, Barry Woods and Chairperson Tellier. The budget reflects a modest increase of less than 3% in relations to the prior year. This increase was mainly due to health coverage as well as insurance coverage.

Commissioner Carrara made a MOTION to accept and move forward with the Budget presented. The motion was SECONDED by Commissioner Ethier and so moved.

**Commissioner Ethier abstained from any discussion pertaining to wages and salaries

NEW BUSINESS:

None

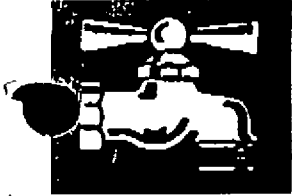
OTHER/OPEN COMMENTS:

Commissioner Ethier took this time to address his desire to see more protective gear on the field staff as well as safety equipment on site jobs. He mentioned reflective gear, "BBWD" logos on uniforms and hats, barricades, etc.

There being no further issues to come before the Board, Commissioner Carrara made *a MOTION to adjourn the meeting at 2:05. Chairperson Tellier SECONDED and so moved.*

Respectfully Submitted,

Caitlin Rocheleau, Treasurer / Clerk



BOURNE WATER DISTRICT

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

2013 MAR 27 AM 9 40

TOWN CLERK'S OFFICE
BOURNE, MASS

**MEETING NOTICE
BOURNE WATER DISTRICT BOARD OF WATER
COMMISSIONERS
WEDNESDAY, APRIL 3, 2013**

Meeting to convene at 8:30 A.M.
Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

**AGENDA
Regular Session**

NEW BUSINESS

1. FY 14 budget discussion
2. Water rate discussion
3. Sean Ventura – Probationary period over – Foreman raise
4. Board signature of lease with Commonwealth of Massachusetts acting and through it's Division of Fisheries and Wildlife for WS-4

SUPERINTENDENT'S REPORT

To Town Clerk Please Post: Faxed 3/27/2013 9:30 AM

[Type text]



2013 APR 9 PM 7 54

Office of The Commissioners TOWN CLERK'S OFFICE
Buzzards Bay Water District BOURNE, MASS.
P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

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

Friday April 12, 2013

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: Rockland Trust Account

NEW BUSINESS: Annual Meeting Prep
Budget / Free Cash
Water Rates and Demands
Update Rules, Regulations and Fees

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None Proposed

ADJOURNMENT

Caitlin Rocheleau / District Clerk

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

[Type text]



2013 APR 9 PM 2 54

Office of The Commissioners TOWN CLERK'S OFFICE
Buzzards Bay Water District POORNE, MASS
P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

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

Friday April 12, 2013

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: Rockland Trust Account

NEW BUSINESS: Annual Meeting Prep
Budget / Free Cash
Water Rates and Demands
Update Rules, Regulations and Fees

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None Proposed

ADJOURNMENT

Caitlin Rocheleau
Caitlin Rocheleau / District Clerk

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

BOARD OF COMMISSIONERS MEETING

MINUTES OF

Wednesday April 12, 2013

Buzzards Bay Water District

15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:

R. Tellier, Chairperson
J. Carrara, Commissioner
R. Ethier, Commisisoner
S. Souza, Superintendent
C. Rocheleau, Clerk/Treasurer
B. Woods, Consultant

Guests:

2014 OCT 7 AM 11 25
TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting Called to order at 12:00 pm by Chairperson Tellier

APPOINTMENTS:

None

APPROVAL OF MINUTES:

After review, *Commissioner Carrara made a MOTION to approve the minutes of the meeting held on March 8, 2013 as written. The motion was SECONDED by Commissioner Ethier and so moved*

WARRANT:

Warrants 37, 38, 39, and 40 were reviewed and approved.

CORRESPONDENCE:

None

SUPERINTENDENT'S REPORT:

Highlights of the Superintendent's report included:

- Working with Mass Highway for Scenic Highway guardrails
- Water Main Break at Marina
- Another water Main Break at Marina
- Staff attended NEWWA Convention
- Service Truck Hit in Parking Lot
- Observation well Work Commenced by Maher
- Working with Town Hall on Senior Housing Project
- Hydrant on Puritan and Bayberry replaces by Ragone

TREASURER'S REPORT:

Highlights of the Treasurer's report included:

- Commitment
- Real Estate, Personal Property, Tax Title and Interest from Bourne and Plymouth
- MA State Taxes, Federal Taxes
- Free Cash
- Sprint / Nextel
- FY14 Budget
- Audit
- Annual Meeting
- Surveyor

COMMITMENT:

Commitment for the month of March 2013 FY13 was reviewed and approved.

OLD BUSINESS:

The Board signed forms giving the Treasurer permission to open a new account with Rockland Trust, strictly for the use of credit card transaction through the office.

The Board also signed forms giving Rockland Trust permission to deny all ACH credit transactions to the Depository account.

NEW BUSINESS:

In preparation for the Annual District Meeting, The Board, Superintendent, Treasurer and Barry Woods reviewed each of the motions to be presented and discussed which commissioner will entertain any questions or comments by anyone attending the meeting. As part of the meeting discussion, free cash was also appropriated among each of the articles.

Another topic of discussion was that of water rates and demands. It was decided that with all the projects coming up as well all the breaks that the District has seen in the past few months, a rate increase is necessary. The commissioners requested that the Superintendent and Treasurer put together a couple of scenarios reflecting how varying rate increase would affect the average bill based on our customers' consumption. The Board requested that these numbers be presented at the May meeting. Additionally, they requested that the fees be looked into as well. It was discussed that our fees need to be increased to be more balanced with other water districts similar in size to help keep our existing customers sheltered from major tax or water rates created by larger projects within our district.

OTHER/OPEN COMMENTS:

None

There being no further issues to come before the Board, **Commissioner Carrara made a MOTION to adjourn the meeting at 1:30. Chairperson Tellier SECONDED and so moved.**

Respectfully Submitted,

Caitlin Rocheleau, Treasurer / Clerk



2013 APR 16 AM 10 04

Office of the Commissioners TOWN CLERK'S OFFICE
BUZZARDS BAY WATER DISTRICT, MASS
PO Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
Tel: 508.759.4631
Fax: 508.759.1866

WARRANT

**ANNUAL DISTRICT MEETING
BUZZARDS BAY WATER DISTRICT
APRIL 23, 2013**

To one of the Constables of the Town of Bourne, County of Barnstable.

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants who are qualified to vote in the Buzzards Bay Water District, in said Town of Bourne, to meet at

**ST. PETERS CHURCH
165 MAIN STREET
BUZZARDS BAY, MA 02532
TUESDAY, APRIL 23, 2013
AT 7:00 P.M.**

Then and there to act upon the following articles:

- ARTICLE 1.** To elect by ballot a Moderator for a term of one (1) year.
- ARTICLE 2.** To elect by ballot a member of the Board of Water Commissioners for a term of three (3) years.
- ARTICLE 3.** To see if the District will vote to raise and appropriate or transfer from available funds in the treasury an amount of money to defray the operating expenses of the District for the fiscal year beginning July 1, 2013, including Maintenance and Operations, Service Connections, Legal & Engineering Expense, Insurance Expense, Administration and Clerical, Debt & Interest, Elected Officials Salaries, Salaries and Wages, Miscellaneous Expense and such other expenses as may be deemed necessary by the Board of Water Commissioners, or act anything thereon.
- ARTICLE 4.** To see if the District will vote to raise and appropriate or transfer from available funds in the treasury a sum of money to be added to the stabilization fund, or act anything thereon.

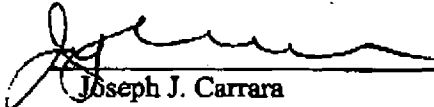
ARTICLE 5. To see if the District will vote to raise and appropriate or transfer from available funds in the treasury a sum of money for storage tank rehabilitation phase 2 and repairs for the District's hydropillar and standpipe, or act anything thereon.

ARTICLE 6. To see if the District will vote to raise and appropriate or transfer from available funds in the treasury a sum of money for distribution system rehabilitation, or to act anything thereon.

ARTICLE 7. To see if the District will vote to raise and appropriate or authorize the District Treasurer, with the approval of the Board of Commissioners, to borrow a sum of money pursuant to Chapter 44 Section 8 of Massachusetts General Law to design and construct a well and pumping station at test site 5-08 off of Bournedale Road, including all costs incidental thereto, or to act anything thereon.

Given under our hands this 16th day of April, 2013.

BOARD OF WATER COMMISSIONERS


Joseph J. Carrara 2013


Rickie J. Tellier, Sr. 2014


Robert M. Ethier 2015

A True Copy Attest:

Caitlin Rocheleau
Clerk of the District

WARRANT
April 23, 2013
Barnstable, SS
Buzzards Bay Water District
Annual Meeting Warrant
April 23, 2013

I hereby certify that I have published the Warrant by posting attested and true copies thereof in the Buzzards Bay Post Office and the Bourne Town Hall, Buzzards Bay, Massachusetts on the day of April 16, 2013.



Constable



2014 OCT 7 AM 11 25

TOWN CLERK'S OFFICE
BOURNE, MASS

**ANNUAL DISTRICT MEETING
BUZZARDS BAY WATER DISTRICT
ST. PETERS CHURCH
165 MAIN STREET
BUZZARDS BAY, MA 02532
TUESDAY, APRIL 23, 2013
7:00 P.M.**

The meeting was called to order by the Moderator, Eda L. Cardoza at 7:00 p.m. with 23 registered voters present.

ARTICLE 1. To elect by ballot a **Moderator** for a term of one (1) year.

A **MOTION** was made and **SECONDED** to nominate Eda L. Cardoza as **Moderator**, for a term of one (1) year. With no further nominations a **MOTION** was made and **SECONDED** to close nominations. There was then a **unanimous vote** to elect Eda L. Cardoza to be Moderator for the next year.

ARTICLE 2. To elect by ballot a member of the **Board of Water Commissioners** for a term of three (3) years.

A **MOTION** was made to nominate Joseph Carrara as **Commissioner** for a term of three (3) years, which was duly **SECONDED**. As there were no further nominations a **MOTION** was made to close nominations. The motion was duly **SECONDED** and so voted **unanimously**. There was then a **unanimous vote** to elect Joseph Carrara to be a Commissioner for a term of three (3) years.

ARTICLE 3. To see if the District will vote to raise and appropriate or transfer from available funds in the treasury an amount of money to defray the operating expenses of the District for the fiscal year beginning July 1, 2013 (FY14), including Maintenance and Operations, Service Connections, Legal & Engineering Expense, Insurance Expense, Administration and Clerical, Debt & Interest, Elected Officials Salaries, Salaries and Wages, Miscellaneous Expense and such other expenses as may be deemed necessary by the Board of Water Commissioners, or act anything thereon.

Rickie Tellier made a **MOTION** that the District vote to appropriate the sum of **\$1,081,881.47** for the purposes specified herein and to meet this appropriation to raise and appropriate the amount of **\$981,881.47** and to transfer the sum of **\$100,000.00** from available funds in the treasury known as free cash and to authorize the expenditure of this appropriation for the following designated purposes:

Maintenance & Operations
Service Connections
Legal & Engineering Expense
Insurance Expense
Administration & Clerical
Debt & Interest
Elected Official Salaries
Salaries & Wages
Miscellaneous Expense

and such other expenses as may be deemed necessary by the Board of Water Commissioners.

The motion was **SECONDED** by Robert Ethier and there was a **unanimous approval**.

ARTICLE 4. To see if the District will vote to raise and appropriate or transfer from available funds in the treasury a sum of money to be added to the **Stabilization Fund**, or act anything thereon.

Robert Ethier made a **MOTION** that the District vote to transfer available funds in the treasury known as free cash the amount of **\$10,000.00** to be added to the **Stabilization Fund**.

The motion was **SECONDED** by Rickie Tellier and there was a **unanimous approval**.

ARTICLE 5. To see if the District will vote to raise and appropriate or transfer from available funds in the treasury a sum of money for storage tank rehabilitation phase 2 and repairs for the District's hydropillar and standpipe, or act anything thereon.

Joseph Carrara made a motion that the District vote to appropriate the sum of **\$50,000.00 (fifty thousand dollars)** for storage tank rehabilitation phase 2 and repairs for the District's hydropillar and standpipe and to meet this appropriation to **raise and appropriate the amount of \$25,000.00 (twenty-five thousand dollars)** and to **transfer from available funds in the treasury known as Free Cash** the amount of **\$25,000.00 (twenty-five thousand dollars)** for the purpose of this article, or act anything thereon.

The motion was **SECONDED** by Rickie Tellier and there was a **unanimous approval**.

ARTICLE 6. To see if the District will vote to raise and appropriate or transfer from available funds in the treasury a sum of money for distribution system rehabilitation, or act anything thereon.

Robert Ethier made a motion that the District vote to appropriate the sum of **\$100,000.00 (one hundred thousand dollars)** for distribution system rehabilitation and to meet this appropriation to **raise and appropriate the amount of \$50,000.00 (fifty thousand dollars)** and to **transfer from available funds**

in the treasury known as Free Cash the amount of \$50,000.00 (fifty thousand dollars) for the purpose of this article, or act anything thereon.

The motion was **SECONDED** by Rickie Tellier and there was a **unanimous approval**.

ARTICLE 7. To see if the District will vote to raise and appropriate or authorize the District Treasurer, with the approval of the Board of Commissioners, to borrow a sum of money pursuant to Chapter 44 Section 8 of Massachusetts General Law to **design and construct a well and pumping station at test site 5-08 off of Bournedale Road, including all costs incidental thereto, or to act anything thereon.**

Rickie Tellier made a motion that the District vote to appropriate the sum of **\$1,100,000.00 (one million one hundred thousand dollars)** to design and construct a well and pumping station at test site 5-08 off of Bournedale Road, including all costs incidental thereto, and to meet this appropriation to **borrow pursuant to Chapter 44 Section 8 of Massachusetts General Law the amount of \$1,000,000.00 (one million dollars)** and to **transfer from available funds in the treasury known as Free Cash the amount of \$100,000.00 (one hundred thousand dollars)** for the purpose of this article, or act anything thereon.

The motion was **SECONDED** by Robert Ethier and there was a **unanimous approval**.

When asked if there were any open comments or other questions, Mrs. Carrara asked the commissioners about the potential housing project that is to be built behind the post office and if this will greatly impacts the rates to the preexisting customer base. Chairman Rickie Tellier responded by saying that not only are there larger project that the district is looking into but our distribution system is very old and an increase to our water rates is inevitable to cover the cost associated with securing our infrastructure. Commissioner Robert Ethier also mentioned that the District incurs many costs that aren't necessarily visible to the residents and that it is up to the District Board and staff to make sure these costs are covered. Commissioner Ethier then went on to express how he believes the staff is doing a great job with the maintaining and running all aspects of the Districts operations.

With no further business to come before the voters, a **MOTION to Adjourn** was made at 7:15 p.m. which was duly **SECONDED** and **unanimously approved**.

April 23, 2013
A True Copy Attest:

Caitlin J. Rocheleau
District Clerk

[Type text]



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 May 8, 2013

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: Water Rates and Demands
 Update Rules, Regulations and Fees
 Property Acquisition

NEW BUSINESS:

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None Proposed

ADJOURNMENT

2013 MAY 3 PM 12 07
 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

BOARD OF COMMISSIONERS MEETING
MINUTES OF
Wednesday May 8, 2013

Buzzards Bay Water District

15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:

R. Tellier, Chairperson
J. Carrara, Commissioner
R. Ethier, Commisisoner
S. Souza, Superintendent
C. Rocheleau, Clerk/Treasurer
B. Woods, Consultant

Guests:

2014 OCT 7 AM 11 25
TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting Called to order at 4:30 pm by Chairperson Tellier

APPOINTMENTS:

None

APPROVAL OF MINUTES:

After review, *Commissioner Ethier made a MOTION to approve the minutes of the meeting held on March 8, 2013 as written. The motion was SECONDED by Commissioner Carrara and so moved*

After review, *Commissioner Ethier made a MOTION to approve the minutes of the meeting held on April 12, 2013 as written. The motion was SECONDED by Commissioner Carrara and so moved*

After review, *Commissioner Carrara made a MOTION to approve the minutes of the Annual District Meeting held on April 23, 2013 as written. The motion was SECONDED by Commissioner Ethier and so moved*

WARRANT:

Warrants 41, 42, 43, and 44 were reviewed and approved.

CORRESPONDENCE:

None

SUPERINTENDENT'S REPORT:

Highlights of the Superintendent's report included:

- Station 5 work started with 8" well installation
- All paving has been restored
- F150 Repaired
- CCR work started

- Started cleaning out brass inventory
- Cleaned out all broken hydrants at hydropillar
- Hosted demo of the cloud for Avon
- Barry has left OSD Consulting
- Surveyors were here to map out property

TREASURER'S REPORT:

Highlights of the Treasurer's report included:

- Commitment
- Real Estate, Personal Property, Tax Title and Interest from Bourne and Plymouth
- MA State Taxes, Federal Taxes
- Mid City Scrap
- Insurance Reimbursement
- Business Continuity
- Rate Increase
- Cohasset Ave Property
- MCTA

COMMITMENT:

Commitment for the month of April 2013 FY13 was reviewed and approved.

OLD BUSINESS:

Barry Woods, the Superintendent and Treasurer presented the Board with a comparison chart for our current billing structure in relation to a proposed increased structure designed to draw in more revenue while maintaining livable numbers for our current customers. The increase was the most reasonable scenario that could be thought of while protecting the demands of our distribution system. After review, *Commissioner Ethier made a MOTION to accept the rate increases. The motion was SECONDED by Commissioner Carrara and so moved.*

Commissioner Carrara updated the Board on the situation with the abutting property that is for sale. Commissioner Carrara has spoken with the listing agent many times but hasn't been able to get a definitive answer as to whether or not the home is ready for sale or not. The Board members are ready to put an offer in on the house. After discussion, *Commissioner Carrara made a MOTION to place an offer of \$160 on the property at 35 Cohasset Ave. The motion was SECONDED by Commissioner Ethier and so moved.* Additionally, *Commissioner Ethier made a MOTION for Commissioner Carrara to make a counter offer, if needed. The motion was SECONDED by Chairperson Tellier and so moved.*

NEW BUSINESS:

OTHER/OPEN COMMENTS:

Commissioner Ethier took this time to suggest additional equipment for the field staff and wanted to let the Superintendent know that whatever he felt was necessary to purchase for the staff, he should feel comfortable to do so.

There being no further issues to come before the Board, **Commissioner Carrara made a MOTION to adjourn the meeting at 6:15. Chairperson Tellier SECONDED and so moved.**

Respectfully Submitted,

Caitlin Rocheleau, Treasurer / Clerk

[Type text]



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 June 17, 2013

CALL MEETING TO ORDER:

BOARD REORGANIZATION:

APPOINTMENTS:

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS: Water Rates and Demands
Update Rules, Regulations and Fees
Property Acquisition

NEW BUSINESS: Property Fence at 15 Wallace Ave

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None Proposed

ADJOURNMENT

2013 JUN 7 PM 1 57
TOWN CLERK'S OFFICE
BOURNE, MASS


Caitlin Rocheleau / District Clerk

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

BOARD OF COMMISSIONERS MEETING
MINUTES OF
Monday June 17, 2013

Buzzards Bay Water District

15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:

J. Carrara, Commissioner
R. Ethier, Commisisoner
S. Souza, Superintendent
C. Rocheleau, Clerk/Treasurer
B. Woods, Consultant

Guests:

Diana Barth, Bourne Enterprise

Meeting Called to order at 4:30 pm by Commissioner Carrara

BOARD REASSIGNMENT: Annual reorganization discussion, **Commissioner Ethier motioned to nominate Commissioner Tellier for Chairperson, seconded by Commissioner Carrara and so moved. Commissioner Carrara motioned to nominate Commissioner Ethier for Vice Chairperson, seconded by Commissioner Ethier and so moved. Commissioner Ethier motioned to nominate Commissioner Carrara for Clerk, seconded by Commissioner Carrara and so moved.**

APPOINTMENTS:

None

APPROVAL OF MINUTES:

After review, *Commissioner Carrara made a MOTION to approve the minutes of the meeting held on May 8, 2013 as written. The motion was SECONDED by Commissioner Ethier and so moved*

WARRANT:

Warrants 45, 46, 47, 48, and 49 were reviewed and approved.

CORRESPONDENCE:

None

SUPERINTENDENT'S REPORT:

Highlights of the Superintendent's report included:

- Replacing broken curb stops
- Met with 14 CanalView Rd resident
- Hydrant leak on Wilson repaired
- Started Hydrant Flushing
- CCR is complete
- Meter Reading starte 6/12
- Site Work at Station 5 pump test completed
- Met with Mass Highway, Onset and OSD about bridge work

2014 OCT 7 AM 11 25
TOWN CLERK'S OFFICE
BOURNE, MASS

TREASURER'S REPORT:

Highlights of the Treasurer's report included:

- Commitment
- Real Estate, Personal Property, Tax Title and Interest from Bourne and Plymouth
- MA State Taxes, Federal Taxes
- Business Continuity
- Rate Increases
- Meeting with Town Hall
- CCR work completed and printed
- Ayacht / Acada

COMMITMENT:

Commitment for the month of May 2013 FY13 was reviewed and approved.

OLD BUSINESS:

The discussion of increasing the fees pertaining to new construction and development was postponed. It was decided by the attending commissioners that such a topic should be discussed with a full board present.

Commissioner Carrara gave another update regarding the abutting property. It is no longer for sale. Commissioner Carrara also mentioned wanting to introduce himself to the new president at Century21 and see if maybe he has any advice for the District with acquiring this property.

NEW BUSINESS:

Superintendent Souza and the treasurer notified the Commissioners of the office fencing and the neighbor wanting to upgrade. The neighbor was requesting that we upgrade the fence along his driveway, to preferably a stockade fence, due to the current fence rusting. He stated that he is more than willing to work with the District and just hoping for a change. The Commissioners were open to working with the resident and told Souza and Rocheleau to ask how much the neighbor is willing to contribute. They also mentioned replacing the current wire fence with new black wire fencing with the privacy slats. This discussion will be to continue after speaking, once again, to the neighbor.

OTHER/OPEN COMMENTS:

Commissioner Carrara took this time to suggest a deferred compensation program to the District employees. He mentioned the benefits that this specific program has proven for fellow coworkers and believes it to be a great supplement to retirement.

There being no further issues to come before the Board, **Commissioner Ethier made a MOTION to adjourn the meeting at 5. Chairperson Tellier SECONDED and so moved.**

Respectfully Submitted,

Caitlin Rocheleau, Treasurer / Clerk

[Type text]



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 26, 2013

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: Update Rules, Regulations and Fees

NEW BUSINESS:

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None Proposed

ADJOURNMENT

2013 JUN 21 AM 10 46
TOWN CLERK'S OFFICE
BOURNE, MASS

Caitlin Rocheleau / District Clerk

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

BOARD OF COMMISSIONERS MEETING
MINUTES OF
Wednesday June 26, 2013

Buzzards Bay Water District

15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:

R. Tellier, Chairperson
J. Carrara, Commissioner
R. Ethier, Commisisoner
S. Souza, Superintendent
C. Rocheleau, Clerk/Treasurer
B. Woods, Consultant

Guests:

Diana Barth, Bourne Enterprise

Meeting Called to order at 4:00 pm by Chairperson Tellier

APPOINTMENTS:

None

APPROVAL OF MINUTES:

None

WARRANT:

None

CORRESPONDENCE:

None

SUPERINTENDENT'S REPORT:

None

TREASURER'S REPORT:

None

COMMITMENT:

None

OLD BUSINESS:

The main purpose of this meeting was to discuss and approve new fees pertaining to construction and new development. *After review, Commission Ethier made a MOTION to approve the new fees. Comissioner Carrara SECONDED the mption and so moved.*

2014 OCT 7 AM 11 25
TOWN CLERK'S OFFICE
BOURNE, MASS

The new fees are as follows:

Approved Development Construction Fees & Charges

New / Modified Construction

Including Sub Divisions	8 in. Main	\$3,623.00
	12 in Main	\$6,210.00

System Development Fees

Up to 1" Per Unit	\$1,035.00
Up to 1 ½" Per Unit	\$1,467.00
Up to 2" Per Unit	\$1,812.00
Up to 4" Per Unit	\$2,415.00

Apartment, Condo, Business, Services Per Unit

\$1,035.00

Fire Sprinkler SDF

2" Line	\$1,811.00
4" Line	\$2,674.00
6" Line	\$3,623.00
8" Line	\$4,889.00

NEW BUSINESS:

None

OTHER/OPEN COMMENTS:

None

There being no further issues to come before the Board, **Commissioner Carrara made a MOTION to adjourn the meeting at 5pm. Commissioner Ethier SECONDED and so moved.**

Respectfully Submitted,

Caitlin Rocheleau, Treasurer / Clerk

[Type text]



2013 JUL 31 PM 2 26

Office of the Commissioners TOWN CLERK'S OFFICE
Buzzards Bay Water District BOURNE, MASS
P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

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

Tuesday August 6, 2013

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:

NEW BUSINESS:

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None Proposed

ADJOURNMENT

Caitlin Rochelean / District Clerk

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

BOARD OF COMMISSIONERS MEETING
MINUTES OF
Tuesday August 6, 2013

Buzzards Bay Water District

15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:

R. Tellier, Chairperson
J. Carrara, Commissioner
S. Souza, Superintendent
C. Rocheleau, Clerk/Treasurer

Guests:

Meeting Called to order at 4:30 pm by Commissioner Tellier

APPOINTMENTS:

None

APPROVAL OF MINUTES:

After review, *Commissioner Carrara made a MOTION to approve the minutes of the meeting held on June 17, 2013 as written. The motion was SECONDED by Chairperson Tellier and so moved*

After review, *Commissioner Carrara made a MOTION to approve the minutes of the meeting held on June 26, 2013 as written. The motion was SECONDED by Chairperson Tellier and so moved*

WARRANT:

Warrants 2, 3, and 4 were reviewed and approved.

CORRESPONDENCE:

None

SUPERINTENDENT'S REPORT:

Highlights of the Superintendent's report included:

- Service Leak on Cranberry Rd
- Water main Work on InterConnecting Bridge
- Tower Lane Surveyed
- Standpipe Surveyed
- Purchased New John Deere
- Raised Gate Boxes on CanalView, Holt and Summer Street
- Clearing and Painting Hydrants
- Station 3 out of Service due to Motor Issues

2014 OCT 7 AM 11 25
TOWN CLERK'S OFFICE
BOURNE, MASS

TREASURER'S REPORT:

Highlights of the Treasurer's report included:

- Commitment for August
- Real Estate, Personal Property, Tax Titles Collected from both Plymouth and Bourne
- Ma State Taxes and Federal Taxes filed
- Murray and MacDonald
- Bills Mailed Out
- Year End Accounting Entries
- TRM Payment

COMMITMENT:

Commitments for both months of June and July 2013 FY13 was reviewed and approved.

OLD BUSINESS:

The only discussion for Old Business was that of the abutting property and how it is not for sale. Should the property go back on the market, the District will discuss pursuing it again at that time.

NEW BUSINESS:

None

OTHER/OPEN COMMENTS:

There being no further issues to come before the Board, **Commissioner Carrara made a MOTION to adjourn the meeting at 5 pm. Chairperson Tellier SECONDED and so moved.**

Respectfully Submitted,

Caitlin Rocheleau, Treasurer / Clerk

BOARD OF COMMISSIONERS MEETING
MINUTES OF
Tuesday September 11, 2013

Buzzards Bay Water District

15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:

R. Tellier, Chairperson
J. Carrara, Commissioner
S. Souza, Superintendent
C. Rocheleau, Clerk/Treasurer

Guests:

Meeting Called to order at 4:30 pm by Commissioner Tellier

2014 OCT 7 AM 11 25
TOWN CLERK'S OFFICE
BOURNE, MASS

APPOINTMENTS:

Sean Osborne, OSD Re: Standpipe Contract

Mr. Osborne was in, primarily, to inform the Commissioners of the bid results for the Tower Lane water main replacement project. The lowest bid was that of Shaw construction and Sean will do his due diligence of checking references, bonds, etc. Shaw came in with the lowest bid being \$47,875.00 will be starting the project in October 2013.

Mr. Osborne also went over the MOU between the Water District and the Fish and Wildlife. The length of term needs to be determined as well as a survey of the property needs to be completed.

Lastly, Mr. Osborne educated the Board on the next 2 projects that were going out to bid on the work needed in regards to the standpipe. The first project is working on the cabinet on the side of the tank and the second project consists of replacing mains and valves immediately outside of the tank.

APPROVAL OF MINUTES:

After review, *Commissioner Carrara made a MOTION to approve the minutes of the meeting held on August 6, 2013 as written. The motion was SECONDED by Commissioner Ethier and so moved*

WARRANT:

Warrants 9 and 10 were reviewed and approved.

CORRESPONDENCE:

Superintendent Souza shared with the commissioner a preliminary show of interest from Verizon to place equipment on our hydropillar. This is something that we would have to look into and discuss with the District engineer if Verizon were to actively pursue the request. The Commissioners forewarned the Superintendent of tightening up any contract as much as possible and make sure ALL costs would be covered.

SUPERINTENDENT'S REPORT:

Highlights of the Superintendent's report included:

- Attended a training on the revised coliform rule
- Surveying began on station 3 and 5 property
- Water main work done on the bridge
- Land survey done at the standpipe for construction work to be done
- Land survey done on tower lane for water main project
- Tower Lane project went out to bid
- Preparing for our lead and copper samplings
- Guardrail was installed in front of the hydrant on Scenic Highway

TREASURER'S REPORT:

Highlights of the Treasurer's report included:

- Commitment
- Real Estate / Personal Property / Tax Title for Bourne and Plymouth
- MA and Fed Taxes
- Murray & MacDonald
- Insurance Reimbursement
- MCTA UMass Amherst

COMMITMENT:

Commitments for the month of August 2013 FY13 was reviewed and approved.

OLD BUSINESS:

None

NEW BUSINESS:

None

OTHER/OPEN COMMENTS:

There being no further issues to come before the Board, **Commissioner Ethier made a MOTION to adjourn the meeting at 5:25 pm. Commissioner Carrara SECONDED and so moved.**

Respectfully Submitted,

Caitlin Rocheleau, Treasurer / Clerk

[Type text]



2013 SEP 12 AM 9 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 4:00 p.m. on the following date:

Tuesday, September 17, 2013

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:

- Tower Lane Project Award
- MOU with DFW for New Source
- OSD Professional Services Contracts

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

BOARD OF COMMISSIONERS MEETING
MINUTES OF
Tuesday September 17, 2013

Buzzards Bay Water District

15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:

R. Tellier, Chairperson
J. Carrara, Commissioner
R. Ethier, Commissioner
S. Souza, Superintendent

Guests:

2014 OCT 7 AM 11 25
TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting Called to order at 4:05 pm by Commissioner Tellier
Minutes recorded by Commissioner Ethier

APPOINTMENTS:

APPROVAL OF MINUTES:

WARRANT:

CORRESPONDENCE:

SUPERINTENDENT'S REPORT:

TREASURER'S REPORT:

COMMITMENT:

OLD BUSINESS:

After review of the information given to the Board at the previous meeting, *Commissioner Ethier made a MOTION to accept the lowest responsive bid for the Tower Lane water main replacement project. The motion was SECONDED by Commissioner Carrara and so moved.*

After review of the information given to the Board at the previous meeting, *Commissioner Carrara made a MOTION to accept the MOU between the Buzzards Bay water District and the Mass Fish & Wildlife. The motion was SECONDED by Commissioner Ethier and so moved.*

After review of the information given to the Board at the previous meeting, *Commissioner Ethier made a MOTION to accept and sign the contracts for both the New Source and Work Order. The motion was SECONDED by Commissioner Carrara and so moved.*

All contracts were signed at this time.

NEW BUSINESS:

OTHER/OPEN COMMENTS:

There being no further issues to come before the Board, *Commissioner Carrara made a MOTION to adjourn the meeting at 4:17 pm. Chairperson Tellier SECONDED and so moved.*

Respectfully Submitted,

Robert Ethier, Commissioner

[Type text]



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

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

Wednesday October 9, 2013

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:

NEW BUSINESS:

- STANDPIPE WATER MAIN IMPROVEMENT, CONTRACT NO. 2013-2
- STANDPIPE INSTRUMENT ENCLOSURE RENOVATIONS, CONTRACT NO. 2013-3

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

Caitlin Rocheleau
Caitlin Rocheleau / District Clerk

2013-OCT 4 PM 3 25
TOWN CLERK'S OFFICE
BOURNE, MASS

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

BOARD OF COMMISSIONERS MEETING
MINUTES OF
Tuesday October 9, 2013

Buzzards Bay Water District

15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:

R. Tellier, Chairperson
J. Carrara, Commissioner
R. Ethier, Commissioner
S. Souza, Superintendent
C. Rocheleau, Clerk / Treasurer

Guests:

Mr. J. Mulvey

Meeting Called to order at 4:30 pm by Chairpman Tellier

APPOINTMENTS:

None

APPROVAL OF MINUTES:

None

WARRANT:

Warrants 12, 13, and 14 were reviewed and approved

CORRESPONDENCE:

None

SUPERINTENDENT'S REPORT:

Highlights of the Superintendent's report included:

- Lead and Copper Testing
- SOC Samples
- Standpipe Projects going out to Bid
- Mixer and New Pump from Solarbee
- Hydrant Hit on Bournedale
- Hydrant Flushing to start in October

2014 OCT 7 AM 11 25
TOWN CLERK'S OFFICE
BOURNE, MASS

TREASURER'S REPORT:

Highlights of the Treasurer's report included:

- Commitment
- Real Estate / Personal Property / Tax Titles from Bourne and Plymouth
- MA and Federal Taxes
- T•Mobil Payment
- Door Tags / Shut Offs
- Station 5 Funding
- Murray & MacDonald
- Server Issues
- Station 4 Roof
- Uniforms

COMMITMENT:

Commitment for the month of September 2013 FY13 was reviewed and approved.

OLD BUSINESS:

None

NEW BUSINESS:

None

OTHER/OPEN COMMENTS:

There being no further issues to come before the Board, *Commissioner Carrara made a MOTION to adjourn the meeting at 5:05 pm. Commissioner Ethier SECONDED and so moved.*

Respectfully Submitted,

Caitlin Rocheleau, Clerk / Treasurer

[Type text]



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 November 13, 2013

CALL MEETING TO ORDER:

APPOINTMENTS:

Sean Osborne, OSD Re: Tank Standards, Contracts on Standpipe

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS:

NEW BUSINESS:

Vote to adopt new tank standards
Vote to accept bids on Standpipe contract(s)
Friday November 29, 2013

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION:

ADJOURNMENT

2013 NOV 8 PM 4 31
TOWN CLERK'S OFFICE
BOURNE, MASS

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

7113 NOV 8 PM 4 28
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, November 13²⁰¹³ at 4:00 PM at the Buzzards Bay Water District, 15 Wallace Avenue, Buzzards Bay, MA 02532 to solicit public input on the issue of allocating the Local Property Tax levy among the property classes for the fiscal year 2014. In summary the Board of Water Commissioners is empowered by Mass. General Laws to determine the percentages of the tax levy to be borne by each class of property for the fiscal year. Classes are as follows:

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

At this hearing, the Board of Assessors will provide information and data relevant to making a decision on allocating the tax burden among the classes of property, including the fiscal effect of the available alternatives. Citizens wishing to be heard on this matter are encouraged to present written and oral testimony to the Board of Commissioners. Written comments may be submitted to the Office of the Board of Commissioners, P.O. Box 243, 15 Wallace Avenue, Buzzards Bay, Ma 02532, no later than Tuesday, November 12, 2013.

Caitlin Rocheleau
Caitlin Rocheleau, Treasurer / Clerk

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

PLEASE POST

**BOARD OF COMMISSIONERS MEETING
PUBLIC HEARING ON PROPERTY TAXES
MINUTES OF
Wednesday, November 13, 2013**

Buzzards Bay Water District

15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:

R. Tellier, Chairperson
J. Carrara, Commissioner
R. Ethier, Commissioner
S. Souza, Superintendent
C. Rocheleau, Treasurer / Clerk

Guests:

Donna Barakauskas

Meeting Called to order by Chairperson Rickie Tellier at 4:00 p.m.

APPOINTMENTS:

Donna Barakauskas, Town of Bourne Assessors presented a recommendation of a single tax rate for FY14. *Commissioner Carrara made a MOTION to adopt a single tax rate for FY14. The motion was SECONDED by Commissioner Ethier and so voted unanimously.*

There being no further issues to come before the Board, *a MOTION to adjourn the meeting at 4:15 PM was made by Commissioner Carrara and SECONDED by Commissioner Ethier and so moved.*

Respectfully Submitted,

Caitlin Rocheleau, Treasurer / Clerk

2014 OCT 7 AM 11 25
TOWN CLERK'S OFFICE
BOURNE, MASS

BOARD OF COMMISSIONERS MEETING

MINUTES OF

Wednesday November 13, 2013

Buzzards Bay Water District

15 Wallace Ave. Buzzards Bay, MA 02532

2014 OCT 25 AM 11 25
TOWN CLERK'S OFFICE
BUZZARDS BAY, MASS

MINUTES

Present:

R. Tellier, Chairperson
J. Carrara, Commissioner
R. Ethier, Commissioner
S. Souza, Superintendent
C. Rocheleau, Clerk / Treasurer

Guests:

None

Meeting Called to order at 4:30 pm by Chairpman Tellier

APPOINTMENTS:

Sean Osborne, OSD Engineering Consultants: Sean Osborne was in to review the new tank standards for both current and future vendors who lease space on our tanks. The contracts went into great detail in areas such as design, installation and maintenance standards. All the new specifications were detailed for the districts best interest in mind and to safeguard our assets. There were a few suggestions made by the commissioner for Sean to then go back and revise. The commissioners wanted the contract to include a clause for accident indemnity liability and insurance. Additionally they wanted to see a set amount for an escrow account.

Sean also had contracts to be signed and approved. See New Business.

APPROVAL OF MINUTES:

After review, *Commissioner Ethier made a MOTION to approve the minutes of the meeting held on September 11, 2013 as written. The motion was SECONDED by Commissioner Carrara and so moved*

After review, *Commissioner Ethier made a MOTION to approve the minutes of the meeting held on September 17, 2013 as written. The motion was SECONDED by Commissioner Carrara and so moved*

After review, *Commissioner Carrara made a MOTION to approve the minutes of the meeting held on October 9, 2013 as written. The motion was SECONDED by Commissioner Ethier and so moved*

WARRANT:

Warrants 18 and 19 were reviewed and approved

CORRESPONDENCE:

None

SUPERINTENDENT'S REPORT:

Highlights of the Superintendent's report included:

- Replaced roof at station 4
- Service line was hit by a contractor in South Plymouth
- Tower Lane water main replacement project started
- Received a quote for fencing at station 1
- Started fall flushing
- Conducted fire flow test for the new DPW office
- 2 nonworking curbstops were replaced
- Secondary samples were taken
- Attended BFDC mtg. Nov 6th re; senior housing and other upcoming projects
- Hydrant and driveway apron were repaired on Bournedale Rd following accident

TREASURER'S REPORT:

Highlights of the Treasurer's report included:

- Commitment
- Real Estate / Personal Property / Tax Titles from Bourne and Plymouth
- MA and Federal Taxes
- Station 5 Funding
- Server Issues
- Tax Rate Recap: Bourne
- Free Cash
- New England Environmental Finance Center

COMMITMENT:

Commitment for the month of October 2013 FY13 was reviewed and approved.

OLD BUSINESS:

Commissioner Carrara made a MOTION to adopt the new tank standards as presented by Sean Osborne. Commissioner Ethier SECONDED and so moved.

Commissioner Carrara made a MOTION to accept bids on the standpipe contract. Commissioner Ethier SECONDED and so moved.

Chairperson Tellier made a MOTION to close the office on Friday November 29, 2013. Commissioner Ethier SECONDED and so moved.

NEW BUSINESS:

None

OTHER/OPEN COMMENTS:

Commissioner Carrara used this time to suggest that the district look into a flex spending program to help those employees that would like to take advantage it.

There being no further issues to come before the Board, *Commissioner Carrara made a MOTION to adjourn the meeting at 6:10 pm. Commissioner Ethier SECONDED and so moved.*

Respectfully Submitted,

Caitlin Rocheleau, Clerk / Treasurer

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Office of the Commissioners TOWN CLERK'S OFFICE
 Buzzards Bay Water District BOURNE, MASS
 P.O. Box 243 - 15 Wallace Avenue
 Buzzards Bay, MA 02532
 (508) 759 - 4631

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

Wednesday December 11, 2013

CALL MEETING TO ORDER:

APPOINTMENTS:

Sean Osborne, OSD Re: Sampling / Capital Improvement

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS:

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

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2013 DEC 10 AM 10 31
TOWN CLERK'S OFFICE
BOURNE, MASS

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

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

Monday December 16, 2013

CALL MEETING TO ORDER:

APPOINTMENTS:

Sean Osborne, OSD Re: Sampling / Capital Improvement

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS:

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

**BOARD OF COMMISSIONERS MEETING
PUBLIC HEARING ON PROPERTY TAXES
MINUTES OF
Wednesday, December 16, 2013**

Buzzards Bay Water District

15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:

R. Tellier, Chairperson
J. Carrara, Commissioner
R. Ethier, Commissioner
S. Souza, Superintendent
C. Rocheleau, Treasurer / Clerk

Guests:

Anne Dunn

Meeting Called to order by Chairperson Rickie Tellier at 4:00 p.m.

APPOINTMENTS:

Anne Dunn, Town of Plymouth Assessors presented a recommendation of a single tax rate for FY14. *Commissioner Carrara made a MOTION to adopt a single tax rate for FY14. The motion was SECONDED by Commissioner Ethier and so voted unanimously.*

There being no further issues to come before the Board, *a MOTION to adjourn the meeting at 4:03 PM was made by Commissioner Carrara and SECONDED by Commissioner Ethier and so moved.*

Respectfully Submitted,

Caitlin Rocheleau, Treasurer / Clerk

2014 OCT 7 AM 11 26
TOWN CLERK'S OFFICE
BOURNE, MASS

BOARD OF COMMISSIONERS MEETING

MINUTES OF

Wednesday December 16, 2013

Buzzards Bay Water District

15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:

R. Tellier, Chairperson
J. Carrara, Commissioner
R. Ethier, Commisisoner
S. Souza, Superintendent
C. Rocheleau, Clerk/Treasurer

Guests:

Meeting Called to order at 4:15 pm by Chairperson Tellier

APPOINTMENTS:

Sean Osborne, OSD: Mr. Osborne came in to speak with the commissioners about the Water Main Improvement Capital Projects. He brought in a tentative timeline including specific sites where work was more imperative than others. Such sites included: Lincoln Ave, Old Bridge Road, Cherry Street, Harrison Ave, Maple Street and Harbor Place. He will be sending along another memo illustrating estimated costs for each project so that they can be considered in the near future budgets.

APPROVAL OF MINUTES:

After review, Commissioner Carrara made a MOTION to approve the minutes of the meeting held on November 13, 2013 as written. The motion was SECONDED by Commissioner Ethier and so moved

WARRANT:

Warrants 20, 21, 22, and 23 were reviewed and approved.

CORRESPONDENCE:

None

SUPERINTENDENT'S REPORT:

Highlights of the Superintendent's report included:

- Tower Lane Water Main Project Completed
- Station 1 Fencing: 3 Quotes Received
- Meter Reading Started
- Spoke with Engineers Re: Keystone Property
- Capital Improvement Plan
- Conflict of Interest Laws Meeting
- Site Meeting with Sean, Shaw and George Re; Tower Lane Paving

2014 OCT 7 AM 11 26
TOWN CLERK'S OFFICE
BOURNE, MASS

TREASURER'S REPORT:

Highlights of the Treasurer's report included:

- Commitment
- MA & Fed Taxes
- Bourne and Plymouth Taxes
- Tax RECAPS
- Free Cash
- FY15 Budget

COMMITMENT:

Commitment for the month of November 2013 FY14 was reviewed and approved.

OLD BUSINESS:

OTHER/OPEN COMMENTS:

There being no further issues to come before the Board, *a MOTION to adjourn the meeting at 5:00 PM was made by Commissioner Ethier and SECONDED by Commissioner Carrara and so moved.*

Respectfully Submitted,

Caitlin Rocheleau, Treasurer / Clerk

BY-LAW COMMITTEE MEETING NOTICE

Date
Wednesday
January 9, 2013

Time
4:30 PM

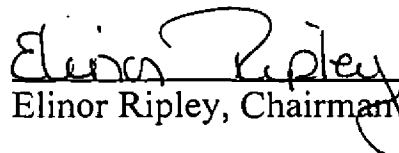
Buzzards Bay
Lower Conference Room

Location
Bourne Town Hall
24 Perry Avenue
TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA

1. Call to order
2. Announce that Meeting is being taped
3. Review and approve minutes of October 3, 2012.
4. Review and possibly vote on removal of members in accordance with Section 2.4.4 of Town Bylaws.
5. Discuss Conservation Commission and use of language "Policies" vis a vis "Regulations"
6. Review and vote on a new Reconsideration section of Article 1.1 Town Meetings proposed by the Moderator.
7. Review and vote on possible new language regarding reconsideration of Town Meeting Articles.
8. Review and possibly take action on proposed future Town Meeting Articles:
 - a) Review of Section 3.8 Underground Storage Tanks by Frank Kodzis. & Cindy Coffin
 - b) Review and update any other proposed bylaw changes or additions.
9. Discuss possible outdoor lighting bylaw
10. Review and update any other proposed bylaw changes or additions.
11. Public Comment.

Adjourn


Elinor Ripley, Chairman

cc: Town Clerk & Selectmen

"The listing 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."

**BY-LAW COMMITTEE
MEETING NOTICE**

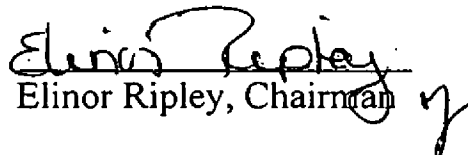
2013 JAN 29 AM 10 27

<u>Date</u>	<u>Time</u>	<u>Location</u>
Wednesday February 6, 2013	TOWN CLERK'S OFFICE BOURNE, MASS 4:30 PM	Bourne Town Hall 24 Perry Avenue Buzzards Bay Lower Conference Room

AGENDA

1. Call to order
2. Announce that Meeting is being taped
3. Review and approve minutes of January 9, 2013.
4. Discuss Conservation Commission and use of language "Policies" vis a vis "Regulations"
5. Review and vote on a new Reconsideration section of Article 1.1 Town Meetings proposed by the Moderator.
6. Discuss and possibly take action on a new "Blight" bylaw proposed by the Main Street Steering Committee.
7. Review and possibly take action on proposed future Town Meeting Articles:
 - a) Review of Section 3.8 Underground Storage Tanks by Frank Kodzis.& Cindy Coffin
 - b) Review and update any other proposed bylaw changes or additions.
8. Discuss possible outdoor lighting bylaw
9. Review and update any other proposed bylaw changes or additions.
10. Public Comment.

Adjourn


Elinor Ripley, Chairman

cc: Town Clerk & Selectmen

"The listing 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."

2013 MAR 7 AM 10 26

BYLAW COMMITTEE

TOWN CLERK'S OFFICE
BOURNE, MASS

MINUTES February 6, 2013

Meeting convened in the lower conference room Bourne Town Hall

Members in attendance: Elinor Ripley, Chair; David Gay, Vice-Chairman; Cynthia Coffin, Secretary; Police Chief Dennis Woodside, ex-officio member

Frank Kodzis was excused.

Also in attendance were Brendan Mullaney, Conservation Commission Agent; and Coreen Moore, Town Planner. Mr. James Mulvey was in the audience.

Ms. Ripley opened the meeting and stated that per the Open Meeting Law she was announcing that the meeting was being taped.

Ms. Ripley made a motion to approve the minutes of January 9, 2013. Ms. Coffin seconded the motion. It was a unanimous vote to approve the minutes.

The first item on the agenda was to discuss the Conservation Commissions use of the word 'Policies' versus "Regulations". Mr. Gay stated that there was a question raised as to whether a policy is enforceable. Under 40C, the ConCom can make their own regulations. He felt that the wording in the bylaw should be changed from 'policies' to 'regulations'. Mr. Mullaney stated that the ConCom is in the process of revising other policies and he doesn't want there to be an issue. Chief Woodside stated that a policy is generally something that is used for internal operations. Mr. Mullaney said that he will speak to his Board about it.

Chief Woodside asked how many members were presently on the Bylaw Committee and Ms. Ripley answered that there were four members. There was discussion as to what a quorum is and that the Planning Board still needed to designate a new member for the Committee. Ms. Moore stated that the last Planning Board meeting was cancelled due to a lack of quorum.

The next item for discussion was a review and vote on the new Reconsideration section of Article 1.1 Town Meetings, which was proposed by the Moderator. At the last Bylaw Committee meeting the members voted to approve the proposed wording with the removal of the last sentence of the article. The Moderator did not approve of this change and asked us to reconsider his entire submittal. Mr. Gay stated that there is a similar bylaw in Bridgewater. Mr. Gay is in support of putting back the wording that was initially removed which gave the Moderator the right to order a request for reconsideration to be out of order. Chief Woodside agreed. Ms. Coffin still was concerned that while she didn't think there would be any abuse of power, it did give the Moderator the right to refuse any consideration. She felt that by having the 2/3 vote it would take care of any request that might be improper. Mr. Mulvey, from the audience, stated that the Rules of Parliamentary Procedure and Town Meeting Rules exist for proper checks and balances. He stated that any member of the Town meeting could challenge a decision of the Moderator. Most people are not aware of this but this procedure does exist. Ms. Ripley made a motion to reconsider the proposed article 1.1 and to adopt the article as originally proposed by the Town Moderator. Mr. Gay seconded the motion. It was a unanimous vote to approve.

The next item was to discuss and possibly take action on a new "Blight" bylaw proposed by the Main Street Steering Committee. Ms. Moore, Town Planner, stated that this new bylaw was designed for the downtown section of Buzzards Bay. Addressing the issue of unsightly abandoned buildings and generally unkempt buildings and properties is also one of the Selectmen's goals. The reality is that many landlords do not take care of vacant buildings and this becomes an eyesore to the Town and to other existing businesses on Main Street. The interior and the exteriors, as well, become run down. Ms. Moore stated that the Buzzards Bay Beautification Committee and the Chamber of Commerce came to the Main Street Steering Committee and asked if they would consider a Town Bylaw to address this problem. Ms. Moore looked at other Towns' existing bylaws and found one in Attleboro and another in Holyoke. Under the Building Code the Building Inspector has the authority to order a dilapidated building to be secured and even demolished, but this only addressed the issue of inside deterioration. There is also the question of visual dilapidation. This bylaw would require a property owner to keep their property visually attractive, even if it is a vacant building. If something had been brought forward as a Zoning bylaw existing buildings would be grandfathered. As a bylaw there will be no grandfathering. This bylaw could be enforced by the Police Department, the Fire Department, and the Board of Health, not just by the Building Inspector. There are still some changes that are being discussed, such as the how many days shall be considered 'unoccupancy' and whether the Town really wants a registration process for abandoned properties. There was discussion among the members as to who would best enforce the bylaw. Chief Woodside stated that it should be something that the Building Inspector deals with. There also needs to be some discussion on the fines. The Building Inspector could also waive the fine and work with the owner for compliance. Ms. Ripley stated that all articles for the warrant need to be submitted by February 20th. She felt that the Committee could submit the draft and make any necessary changes up until the time that the Warrant is published. Mr. Gay agreed that this bylaw is necessary. He talked about Taunton and his experience with one landlord who bought up property and then let it deteriorate. These deteriorated buildings then affected other's property values. Chief Woodside stated that the registration section of the bylaw might be useful. He stated that in the next generation of E911 there will be issues with needing to know what buildings are empty and what might be in those buildings. He suggested that there be an initial notice and then if there is nothing done there should be a \$100 per day fine, after 30 days a \$200 per day fine, and after 60 days a \$300 per day fine. He stated that it should be under the Building Inspector. The Building Inspector can still give a waiver on the fines as long as repairs are being made, but that there should still be some limit on completion. There should be a limit on any kind of blanket waiver. Ms. Ripley suggested that the fines begin 7 days after the notice if nothing is done. Chief Woodside stated that if the owner doesn't pay the fine(s) the process will be to take out a complaint in court. The owner has the right to appeal in court. Ms. Moore also stated that the Steering Committee is also working on a Façade Bylaw. She is working on a grant to give money to owners to fix buildings and another grant to give money to fix signs. Mr. Gay made a motion to accept the draft 'Blight' by law and to submit it for the Town Warrant. Ms. Coffin seconded the motion. It was unanimous. Language in the draft will be tweaked before February 20th. Ms. Ripley asked Chief Woodside if he would work on language for the fines and waiver section.

Ms. Moore also presented a draft outdoor lighting bylaw. She reviewed the Town's existing lighting bylaw as well as other towns' bylaws on this matter. The original issue was really for residential lighting. Chief Woodside stated that there was a real annoyance factor with lights that shine in other people's windows at night and that is where they get a lot of complaints. It was decided that this would be a great article for a future Town meeting.

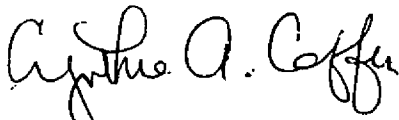
The next item for discussion was Section 3.8 of the Bylaws, the Underground Storage Tank bylaw and possible revision. Ms. Coffin stated that originally Mr. Kodzis noted that the section of 527 CMR referenced in the bylaw was no longer in existence. There was also discussion as to whether this bylaw was really necessary when the Bylaw Committee was reviewing all the bylaws. She contacted Amy Wallace of the Barnstable County Department of Health and the Environment as she is the one who currently tracks the underground storage tanks on the Cape. Ms. Wallace said that the bylaw really should not be deleted, but she wasn't sure what the revision should be. Ms. Coffin stated that this bylaw was something that was given to all towns years ago to adopt. She looked up some other Town bylaws and did some research. She stated that the 527 CMR 9.24 no longer existed. The new section is 527 CMR 9.05. She was recommending this change to at least make the bylaw accurate. She also had removed some other wording and combined some sections. There was discussion as to the regulation of underground storage tanks by the Fire Department but Ms. Coffin stated that she was not sure how much they were regulated. It was decided that it would be best to get some input from Chief Greene before any major changes to the bylaw were made. It was also decided that the language referencing the CMR should be changed. Mr. Gay made a motion to change 527 CMR 9.24 to 527-CMR 9.05. Ms. Coffin seconded the motion. It was unanimous.

There were no other items for discussion.

It was discussed that the next Bylaw Committee meeting would be March 6th.

Mr. Gay made a motion to approve. Ms. Coffin seconded. It was unanimous and the meeting ended at 5:50 PM.

Respectfully submitted,



Cynthia Coffin,
Secretary

approved 3/6/13

BYLAW COMMITTEE

MINUTES March 6, 2013

2013 APR 11 PM 3 23
TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting convened in the lower conference room Bourne Town Hall

Members in attendance: Elinor Ripley, Chair; David Gay, Vice-Chairman; Cynthia Coffin, Secretary; and Frank Kodzis and Police Chief Dennis Woodside (ex-officio).

Also in attendance was Coreen Moore, Town Planner.

Ms. Ripley opened the meeting and stated that per the Open Meeting Law she was announcing that the meeting was being taped.

Ms. Ripley made a motion to approve the minutes of February 6, 2013. Mr. Gay seconded the motion. It was a unanimous vote to approve the minutes.

The next time for discussion was the revised "Blight" bylaw submitted by the Town Planner, Coreen Moore. Ms. Moore said that she had spoken with Chief Woodside and Roger Laporte, the Building Inspector to see what issues they had with the bylaw and she made some revisions after those discussions. She stated that this bylaw would only be enforced upon a complaint received by the Building Inspector and that he would not be driving around looking for violations. Ms. Moore found that the town of Barnstable had a similar bylaw/ordinance and she added some appropriate wording from that version. The article will be numbered as 3.1.43. There was discussion among the members on item #6 on the 2nd page, Abandoned or Vacant Building. There was a consensus that the definition did not need to include a description of what would be considered blight as this would be addressed elsewhere in the bylaw. This section was solely for defining a vacant or abandoned building. Mr. Gay wondered if the definition of "legally occupied" was enough but it was decided to keep the definition as proposed. Ms. Moore went on to say that the lettering in this section had been changed. Also on the 3rd page, #2, she added "or abandoned" after the word vacant in the first line. Also on page 3 she reworded section #3 to remove the word "shall" and reworded the responsibilities of the owner and the building inspector. She also added a section, "Maintenance Standards" that she took from the Barnstable ordinance/bylaw. This section includes standards for the Building Inspector to use when a complaint was received. She wanted the Building Inspector to have something to use so that people did not accuse him of being arbitrary on his decisions. On page 4, #3 of the building standards, she wanted to remove all the wording after anchored. Finally on the standards for Land, premises, and landscape elements, she renumbered the items. Under item g on page 4 she added the word "agency" so that the line read 'governmental agency'. Ms. Moore stated that she also reworded item h. Chief Woodside stated that he really felt that this bylaw is something that should be enforced by the Building Inspector. He is concerned that the maintenance standards might be too tough, but Mr. Gay said he felt it was fine. This really only applies to businesses in downtown Buzzards Bay. The way things are now with deteriorated and unkempt buildings,

BY-LAW COMMITTEE MEETING NOTICE

Date

Wednesday
March 6, 2013

Time

4:30 PM

2013 FEB 27 AM 11 42
Location

Boone Town Hall OFFICE
24 Perry Avenues
Buzzards Bay
Lower Conference Room

AGENDA

1. Call to order
2. Announce that Meeting is being taped
3. Review and approve minutes of February 6, 2013.
4. Discuss and possibly take action on a new "Blight" bylaw Section 3.1.43 proposed by the Main Street Steering Committee.
5. Review and possibly take action on proposed future Town Meeting Articles:
 - a) Review of Section 3.8 Underground Storage Tanks by Frank Kodzis.& Cindy Coffin
 - b) Review and proposed Section 3.1.43 Outdoor Lighting
6. Review any other proposed bylaw changes or additions.
7. Public Comment.

Adjourn

Elinor Ripley
Elinor Ripley, Chairman

cc: Town Clerk & Selectmen

"The listing 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."

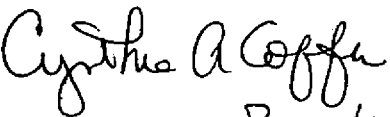
businesses really turn away from wanting to operate in this area. Ms. Moore stated that when the bylaw is introduced on the Town Meeting floor she is going to speak to the process that got the Town to where it is, such as the Main Street beautification process and the grant monies that will be available to businesses to upkeep the facades. She stated further that on page 5 she had changed the violation section to definite fines after a certain number of days rather than use the words 'not more than'. She also had additional language added in the draft regarding penalties but the Committee decided that this wording was not needed as it seemed to try and recoup money for the time spent by the Building Inspector on enforcement and the members felt that this would not be appropriate or necessary. Chief Woodside said that once the bylaw is passed it will be easier to have wording added later if it is necessary. Ms. Ripley suggested that the Committee approve this final draft submitted so that it could get on the Town Warrant for the Spring Town Meeting. The Committee will meet again in April, but that may be too late to make any changes to anything that will be in the warrant. Ms. Moore stated that even though the Bylaw Committee does not need to hold a public hearing on this bylaw before it goes to Town Meeting she will bring it before the Planning Board and the Buzzards Bay Beautification Committee to get feedback. Mr. Gay made a motion to approve the amended "Blight" bylaw for submittal to the Town warrant. Ms. Ripley seconded the motion. A vote was taken and Mr. Kodzis abstained as he did not feel he had proper time to review the changes. The vote was 3 to approve and one abstention, so the motion passed.

The next item for discussion was if there were any more changes to the Underground Storage Tank regulation. Ms. Coffin stated that she still had not had time to take to Chief Greene about the Fire Department permitting. The only change she has for Town meeting is the amended reference to the Fire Regulations with the correctly referenced 527 CMR 9.05. Mr. Kodzis stated that he does have more information on the Fire Department regulations and would like to work with Ms. Coffin to make any other necessary changes that could be made to the bylaw for the Special Town meeting in the Fall.

Ms. Ripley asked if there was anything further on the "Outdoor Lighting" bylaw. Mr. Kodzis stated that he had looked at the whole Cape and he could not find any bylaw on Cape Cod other than a simple one for the Town of Sandwich. The bylaw is only one paragraph and just states that no light shall be allowed to cast on to another person's property or remain on a house other than during a holiday and only at a certain height. Chief Woodside asked Mr. Kodzis to send him a copy of the Sandwich bylaw. The Committee members decided that it would be better to go with something simple. This will be discussed further at a future meeting.

Ms. Ripley said that the next meeting would be Wed, April 10th at 4:30 at Town Hall. Mr. Gay made a motion to adjourn, Ms. Coffin seconded the motion. It was unanimous and the meeting adjourned at 5:25.

Respectfully submitted,


Cynthia Coffin,
Secretary

Board approved 4/10/13

BY-LAW COMMITTEE MEETING NOTICE

Date

Wednesday
April 10, 2013

Time

4:30 PM

Location

2013 APR 4 AM 10 00
Bourne Town Hall CLERK'S OFFICE
24 Perry Avenue BOURNE, MASS
Buzzards Bay
Lower Conference Room

AGENDA

1. Call to order
2. Announce that Meeting is being taped
3. Review and approve minutes of March 6, 2013.
4. Discuss and confirm any changes to the "Downtown Blight" bylaw Section 3.1.43 proposed by the Main Street Steering Committee.
5. Discuss and vote upon proposed Bylaw defining a Quorum for Town Committees
6. Review of Section 3.8 Underground Storage Tanks by Frank Kodzis.& Cindy Coffin.
7. Review and vote on proposed Section 3.1.43 Outdoor Lighting
8. Review any other proposed changes or additions.
9. Public Comment.

Adjourn

Elinor Ripley, Chairman

cc: Town Clerk & Selectmen

"The listing 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."

BOURNE BYLAW COMMITTEE

MEETING AGENDA

2013 SEP 31 AM 9 02

TOWN CLERK'S OFFICE
BOURNE, MASS

Wednesday, October 9, 2013 at 4:30 p.m.

Bourne Town Hall
Lower Meeting Room

1. Organizational meeting; nomination and election of officers;
2. Setting of meeting dates for this fiscal year;
3. Filling of vacant seats on the committee;
4. Review of old business;
5. Adjourn;

Submitted by,

David T. Gay, Esquire
Vice Chairman
Bourne Bylaw Committee

2013 NOV 14 PM 3 57

BY LAW COMMITTEE

TOWN CLERK'S OFFICE
BOURNE, MASS

MINUTES October 9, 2013

Meeting convened in the lower conference room at Town Hall

Members in attendance: David Gay, Vice-Chairman (Acting Chair); Cynthia Coffin, Secretary. Mr. Kodzis was excused as he was away. Dennis Woodside was also present as a non-voting member, Bourne PD.

Mr. Gay stated that we did not have a quorum but would continue just for purposes of general discussion. It was discussed that new members are needed to serve on the By Law Committee. Chief Woodside stated that George Sala is interested in being a member. He also said that he is trying to recruit other members of the general public who might be interested in serving. Mr. Gay mentioned that we still need a member from the Planning Board and from the Finance Committee. Chief Woodside suggested emailing Tom and telling him of the Committee needs and to also cc Chris Farrell, Chairman of the Planning Board, Nancy Sundman and Mary Rebello. Mr. Gay suggested that maybe he and Ms. Coffin could speak to the Town Administration about the need for new members and new designees from the Planning Board and FinCom.

Chief Woodside stated that for upcoming work he would like to see the committee work on a lighting bylaw. He doesn't want it to be a zoning type bylaw but wants it to address nuisance issues of light intrusion. He would also like the committee to review the Board of Selectmen's Beach Regulations and to review that section of the Town Bylaws, 3.1.25, to see if anything needs to be added or changed. Most people don't even know about the Selectmen's Beach Regulations. Some of them really need clarification or reworking. It was discussed that this would be one of the next projects.

Ms. Coffin stated that the committee needs to work more on the Underground Storage Tank Regulation. She did put something in for the Special Fall Town meeting to address a problem that was noted from the last Town meeting vote. Improper references to sections were made; but she thinks that what she put forward will clarify and correct the problem. Chief Woodside and Mr. Gray suggested looking at the regulation and just referencing the Mass General Laws as opposed to a particular Chapter as the Chapter and Sections seem to change all the time.

Chief Woodside also stated that he needs to have a bylaw regarding the fingerprinting of ice cream truck drivers. There is a new State Law requiring this fingerprinting but it also states that there has to be a town bylaw adopted in order to run the prints. He will work on this as well.

Finally he stated that he would like to work on something to do with zoning decisions but he is going to submit this as a member of the general public. He also stated that there is new law that requires all legislation to be written at a 3rd grade level. There are a couple areas of the Zoning Bylaws that he feels need to be changed. Mr. Gay said he believed that the bylaw committee could review the Zoning Regulations and recommend changes.

The members decided that the next meeting would be Wed. November 13th at 4:30 P.M. in the downstairs meeting room of Town Hall.

There was no motion to adjourn as there was not a formal quorum. The meeting ended at 5:00 p.m.

Submitted by Cynthia A. Coffin, Secretary

Cynthia A. Coffin

BOURNE BYLAW COMMITTEE

2013 NOV 5 PM 1 03

TOWN CLERK'S OFFICE
BOURNE, MASS

NOTICE OF MEETING

Wednesday, November 13, 2013 at 4:30 p.m.

Bourne Town Hall
Lower Conference Room

AGENDA

1. Review and approval of minutes of meeting of October 9, 2013;
2. Set meeting dates for balance of this fiscal year;
3. Review of old business:
 - a. Begin selection of sections of the bylaws to continue ongoing review;
 - b. Consider bylaws on boarding kennels, animal control laws - discussion;
 - c. Continue review of underground storage tank for regulations/bylaws;
 - d. Continue review of beach regulations/bylaws;
4. Filling of vacant seats on the Committee:
 - a. Propose correspondence to Town Administrator/Board of Selectmen;
5. New business - public input;

Submitted by,

David T. Gay, Esquire
Vice Chairman
Bourne Bylaw Committee

BY LAW COMMITTEE

MINUTES November 13, 2013

2014 FEB 14 AM 11 20

Meeting convened in the lower conference room at Town Hall

TOWN CLERK'S OFFICE

BOURNE, MASS

Members in attendance: David Gay, Vice-Chairman (Acting Chair); Cynthia Coffin, Secretary, Frank Kodzis, and Bill Grant. Dennis Woodside was also present as a non-voting member, Bourne PD.

Mr. Gay opened the meeting with a statement that the meeting was being recorded. He introduced Bill Grant as the new member from the Finance Committee. The first item for discussion was to approve the minutes of the October 9th meeting. Mr. Kodzis made a motion to approve the minutes. Ms. Coffin seconded the motion. It was unanimous to approve the minutes of October 9, 2013.

Mr. Gay then wanted to discuss future meeting dates. He said that generally the Committee has been meeting the 2nd Wed of each month. Everyone said that this would still be fine. It was decided that the next two meetings would be January 8, 2014 and February 12, 2014. The group can determine a schedule for the next few meetings at the Feb. meeting.

Mr. Gay explained that the Committee has been going through the old bylaws and trying to update and amend them when necessary. No one could remember exactly where our work had left off. Ms. Coffin thought that we had been through most of the regulations. She thought that we had had Dan Barrett in from ISWM on the Solid Waste regulations section or that he was at least going to review and comment if he thought changes were necessary.

Mr. Gay asked Ms. Coffin to discuss the by law on kennels and why she had suggested this be on the agenda. Ms. Coffin stated that she had been sent emails by the Town Clerks office regarding updated State regulations regarding dog licensure and kennels. Wendy Chapman, Assistant Town Clerk, wanted to make sure that the Town bylaw was consistent with the State Laws. Ms. Coffin thought it would be a good idea to review the new laws and our existing Town Bylaw, Section 3.1.29, and also look at the existing zoning bylaw and Board of Health regulation on kennels. We just want to make sure that everything is consistent. She also included a sample of what Plymouth does in the packet that she handed out to the members. Mr. Gay said that he would get a copy of Plymouth's bylaw on dogs and kennels Section 23-31D. He will also try and get the bylaws for the other two towns he represents. All the members will review the submitted materials and the Committee will discuss the kennel bylaw at the January meeting. Chief Woodside stated that one thing that needs to be addressed in our bylaw is that section K, on cruelty and negligence, has a \$50 fine, but cruelty and negligence are considered a felony so this does not seem appropriate. Ms. Coffin suggested that we should have Tim Mullen come to the meeting where this bylaw is discussed.

Ms. Coffin stated that she had also been notified by Nancy Sundman that the way the changes to the Underground Storage Tank bylaw had been proposed and voted at Town meeting were not worded properly and needed to be resubmitted for another vote. Ms. Coffin tried to get that wording correction on the warrant for the Special Fall Town Meeting this year but the Selectmen voted to put it off until the Annual Town meeting in 2014. There were just incorrect MGL references and this is easily fixed. She will get a copy of the wording to the members. Chief Woodside also stated

he is interested in looking at the regulation and he will review everything he did before on his research. He is not sure that the bylaw is even necessary if the State law already has everything in it. Ms. Coffin said that we just need to make sure that the State law covers the registration of homeowner's tanks, which is why the bylaw was adopted initially. It all came about years ago when the bylaw was adopted by many Towns and Boards of Health started issuing tag numbers for all underground storage tanks. The members decided that this section would also be reviewed at the next meeting.

Chief Woodside commented on 3.1.25 Beach Rules and Regulations. He stated that the Selectmen have other rules on the beaches that are not listed in the bylaw. He thinks that the Committee should look at these additional sections and discuss whether they need to be in the bylaw. We made need to adopt what is in the BOS regulations into the Town bylaw to make it enforceable. It was decided that the Committee would also look at this section at its next meetings.

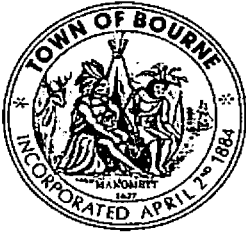
Another item on the agenda was filling the vacant seats on the Committee. Mr. Gay stated that we need a representative from the Planning Board and we need two more members at large. The Bylaw Committee is supposed to have 7 members. We have been functioning for a long time without a full Board. Mr. Gay will write to the Town Administrator and find out if anyone has been appointed from the Planning Board and inform him that we need two more at large members.

The members discussed the work ahead. It was discussed that the Committee has to be mindful of not bringing too many changes to the Town meeting at once. Even though they may be only small changes, the voters sometimes don't understand that things are only being amended and there can be long discussions on things that are already on the books. Chief Woodside stated that he would like to clean up the section on Police Details. He also needs to file a bylaw to be accepted regarding the fingerprinting of ice cream truck drivers. Mr. Gay said that sometimes what seems to be the simplest bylaw can be defeated. Dighton tried to pass a bylaw on yard sales last month and there ended up being a very long discussion and it was defeated. The Committee needs to make sure that if any articles are brought to Town meeting they are discussed thoroughly and that the Finance Committee should understand in advance what we are trying to do. Mr. Grant stated that it was his understanding that Elmer Clegg had been appointed as the Planning Board representative to the Bylaw Committee.

Ms. Coffin made a motion to adjourn at 5:20 P.M. Mr. Kodzis seconded the motion. It was a unanimous vote .

 2/12/14

Submitted by Cynthia A. Coffin, Secretary



CAPITAL OUTLAY COMMITTEE



Meeting Notice

Date

Wednesday
January 23, 2013

Time

4:00 PM

Location

Bourne Veterans' Memorial
Community Center
239 Main Street
Buzzards Bay

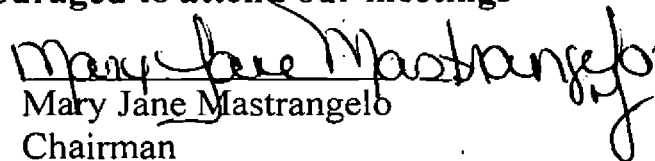
2013 JAN 18 PM 1 02
TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA

1. Review Capital Request from:
 - ◆ 4:00 PM - Fire Department
 - ◆ 4:30 PM - ISWM
2. Task updates
3. Approval of Minutes: 11.28.12
4. Future meetings

"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: January 18, 2012

cc: Town Clerk
Town Administrator
Committee: Mastrangelo, O'Brien, Ware, Redman and Mastria
Notify: Moore, Ripley, Finance Director Marzelli, Administrator Guerino, Paul Gately (Bourne Courier) and Diana Barth (Bourne Enterprise)

Capital Outlay Committee

2013 OCT 11 11:30 AM
Wednesday, January 23, 2013 / 4:00 P.M.
Bourne Veterans' Memorial Community Center
TOWN CLERK'S OFFICE
239 Main Street, Buzzards Bay
BOURNE, MASS

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

Excused: Richard Mastria

Others present: Administrator Guerino, Finance Director Linda Marzelli, Facilities Manager Jonathan Nelson, Fire Chief Green, ISWM General Manager Dan Barrett and Paul Gately from the Bourne Courier

Chairman Mastrangelo called the meeting to order at 4:00 P.M.

Handouts:

Fire Department: Updated 2013 Capital request forms
ISWM: Updated 2013 Capital request forms

Fire Department:

Chief Green presented the committee with updated Capital request forms for the same equipment but prices have changed on some of the items.

C-141 Chief Command Vehicle – \$45,000

Chief Green said the cost of the Chief Command vehicle was reduced from \$50,000 to \$45,000. Request is for a Chevy 4x4 Tahoe 2013 or 2014 similar type vehicle. Cost of vehicle is \$38,000 with additional charges for the console, command seats, lights, sirens etc bringing the cost to \$45,000.

Current command vehicle is a 2004 Chevy Tahoe currently has over 100,000 miles with excessive costs of repairs and maintenance.

C-141: New Chief Command Vehicle

C-144: Current Chief Command Vehicle is a 2004 Chevy Tahoe 4x4 to be the reserve stationed at the Sagamore station

C-142: Trade in 2003 Chevy Tahoe with approximately 136,000 miles

There is no increase in fleet.

Administrator Guerio asked if there is a reason that the vehicle can't be a GMC Terrain with good storage. Chief Green said he has had good luck with Chevy and holds a lot of storage. Administrator also asked if the Chief looked into a Ford Expedition to stay with all the other Ford vehicles. If all the towns' fleet is the same, it makes it easier for the mechanics at the DPW. Chief Greene said he doesn't have a problem moving from Chevy to Ford as long as the price is good.

Ambulance 133 - \$245,000

Replace the current 2006 E-450 van type ambulance that has 111,000 miles and has been on an 8 year replacement schedule. Constant problems with fuel injectors, van front type vehicle makes it labor intensive for the DPW to work on. Fire Department currently staffs 3 of 4 ambulances. The 4th ambulance is staffed when other 3 ambulances are committed and is also used as a reserve if another ambulance is out of service for maintenance or repairs.

Ford Motor Company has stopped making the chassis (van type) that the department uses and propose going to a large chassis (Freightliner-International) that has significant increase in gross vehicle weight. This type of chassis is used by several other departments both busier and slower than Bourne. The Freightliner-International type chassis will cost \$250,000 and is replaced every 12 years. This type of chassis will also save some work for the DPW. Delivery of the ambulance will take 12 – 18 months.

In 2020, Ambulance 134 will need to be replaced.

Chief Green will make correction on the estimated cost from \$250,000 to \$245,000.

Laptops - \$15,000

Request to replace 3 laptops (\$5,000 each for a total of \$15,000) that allow input of medical forms that must be filled out on all ambulance runs. Wireless components transfers billing information to billing company.

Chairman Mastrangelo said if Chief Green needs 10 laptops, they should be on the replacement schedule. Recommend putting \$10,000 for 2 more laptops in FY2017.

King Fisher Radio Box Receivers - \$35,000

Request to replace the King Fisher Radio Box Receivers that were installed between 1986/1987. Parts are difficult to find for repairs and are required to maintain and run 2 units. Radio signal of a fire alarm from town buildings including the schools, Town Hall, Nursing Homes, Bourne Housing Authority, Barnstable County Jail and other business' in town.

Emergency purchase may be required for a Reserve Fund Transfer if receiver can't be repaired.

Portable Radios (12) - \$30,000

Current portable radio equipment is out of date and parts are no longer manufactured for the current model. Radios are used by officers and on duty firefighters who report incident conditions and status of ongoing events.

FY13 appropriated \$60,000 (\$30,000 from the ATM and \$30,000 from the Fall STM) for portable radios. Currently have 4 radios ahead due to shopping around. Approval was for 30 and actually got 34. Chief Green said this request if ok to put off at this time.

Equipment Grant Match - \$50,000

Request is to replace low band radio system and pages that have been in use for over 50 years. Request includes 60 radio pagers, 19 mobile radios, 40 portables, charges, base stations and repeaters.

Improvements to the radio system totals \$246,079 for the listed equipment. The grant requirements are an 80% grant or \$196,863 and the town's portion would be 20% or \$49,216.

There are 5 towns on the cape that have gone to Regional Radio Project except Bourne.

Review FY2013 appropriations:

Replace Engine 125: Engine on order
Pocasset Station Repair: Back door issues and mold issues they didn't expect
Air Compressor SCBA: Completed
Buzzards Bay Station Repairs: Beginning late March/April
Portable Radios: Have 1st ones – 2nd set being ordered next several weeks
Safety Equipment for Matching Federal Funds: Completed

Administrator Guerino said that they Fire Department have been tremendous in obtaining grants.

ISWM

Review FY2013 appropriations:

826G Compactor: Rebuilt 826H at 1/3 of the cost with an extended 3 year warranty
826G is an older machine and will be used as backup
Cat D6R Dozer: Purchased new dozer with trade-in for \$240,000
Tracked Mobile Heavy Screener: Traded in 3 pieces of equipment and paid \$144,000.
Roll-Off Containers: Not purchased
Phase 2A/3A Final Cap & Closure Construction and Associated Appurtenances: Project is approximately 40% complete or approximately \$814,000 paid to date

Phase 1V Stage II Liner Construction – 1,503,835

Request is for the engineering/design, project management and construction costs associated with the installation of a double composite liner system, including Primary and Secondary Leachate Collection Systems and associated appurtenances.

Engineer has estimated that Phase 4 Stage 1 will reach capacity in October 2014; therefore ISWM will need to begin construction of the Phase 4 Stage 2 liner in the summer of 2013. Will submit an application to DEP for Authorization to Construct next month and at the same time prepare bid specifications and advertise bid early spring.

Subtotal for construction:	\$1,239,850.00
Design construction & permitting:	\$ 140,000.00
10% contingency:	<u>\$ 123,985.00</u>
Total for Phase 4 Stage 2:	\$1,503,835.00

Funding source will be from borrowing.

General Manager Dan Barrett told the committee that FY2017 & FY2018 till be a tough year as far as cash flow purposes.

Replace 5-CY Wheel Loader - \$300,000

Current 5-CY Wheel Loader is a 2006 with approximately 13,662 operating hours if fully depreciated and reached the end of its useful life. Request to replace with a new 5-CY Wheel loader with all appurtenances necessary to carry out the machines functions.

Estimated price with solid waste and high lift package:	\$400,000.00
Estimated trade-in value of current machine:	<u>\$100,000.00</u>
Total cost of 5-CY wheel loader:	\$300,000.00

Funding source will be bonding

Replace 25 Ton Hydraulic Excavator - \$220,000

Current 25 ton Hydraulic Excavator was purchased in 2000 and caught fire November 2012 and was deemed a total loss by the insurance company. Machine is used daily for onsite construction projects, screening and grinding operations and is a backup to the machine in the transfer station.

Estimate price with Solid Waste Package, Hydraulic Thumb:	\$295,000.00
Recovered Insurance Funds from current machine destroyed by fire:	<u>\$ 75,000.00</u>
	\$220,000.00

Funding Source will be bonding

Need to appropriate \$295,000 of which \$75,000 would be appropriated from the Insurance Recovery Fund.

This could be an article at the May 2013 Special Town Meeting depending on delivery date of new excavator. If delivery date is after July 1st, then article would be at the Annual Town Meeting.

Currently renting an excavator at the cost of \$8,000 per month until delivery of new excavator, which is the lowest of 4 quotes.

Approval of minutes: 11.28.12

Chairman Mastrangelo made correction that Richard Mastria should be marked excused and not absent.

John Redman made **MOTION** and **SECONDED** by William Ware to approve the minutes of 11.28.12 as corrected. **UNANIMOUS VOTE 4-0**

Administrator Guerino said there may be a possible Capital Outlay expense of approximately \$9,500 for software/hardware at the Senior Center. Monies are currently in the budget. Software will be used to allow residents to schedule their own activities, allows for better use of time and will know what programs are working and which are not.

Chairman Mastrangelo said technically cost is under \$10,000 and should go through the operational budget. After further discussion, it was reviewed and determined by the committee members that this expense should be taken from the operational budget.

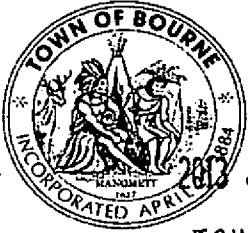
Administrator Guerino said he will be scheduling a joint meeting between Board of Selectmen, Finance Committee, Capital Outlay Committee and Public Works Building Committee in the upcoming weeks.

Chairman Mastrangelo said we will update the upcoming schedule at next week's meeting and possibly move the scheduled meeting with department heads from February 6th to the following week, February 13th at 4:00 PM.

John Redman made **MOTION** and **SECONDED** by John O'Brien to adjourn meeting at 6:20 P.M.
UNANIMOUS VOTE

Respectfully submitted by:

Debbie Judge
Recording Secretary



CAPITAL OUTLAY COMMITTEE



JAN 29 AM 9 47

TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting Notice

Date

Thursday
January 31, 2013

Time

4:00 PM

Location

Bourne Veterans' Memorial
Community Center
239 Main Street
Buzzards Bay

AGENDA

1. Review Capital Request from:
 - ◆ 4:00 PM - Sewer Department
 - ◆ 4:30 PM - Department of Public Works
2. Task updates
3. Approval of Minutes: 01.23.13
4. Future meetings

"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: January 29, 2012

cc: Town Clerk
Town Administrator
Committee: Mastrangelo, O'Brien, Ware, Redman and Mastria
Notify: Moore, Ripley, Finance Director Marzelli, Administrator Guerino, Paul Gately (Bourne Courier) and Diana Barth (Bourne Enterprise)

Capital Outlay Committee

Thursday, January 31, 2013 / 4:00 P.M.

2013 OCT 11 8 11 30 Bourne Veterans' Memorial Community Center

**239 Main Street, Buzzards Bay
TOWN CLERK'S OFFICE**

BOURNE, MASS

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

Others present: Administrator Guerino, Facilities Manager Jonathan Nelson (arrived at 4:50), Sewer Inspector George Tribou, Acting DPW Superintendent George Sala, DPW mechanic Brian Wilson and Paul Gately from the Bourne Courier

Chairman Mastrangelo called the meeting to order at 4:03 P.M.

Handouts:

Department of Public Works – DPW FY14' Capital Outlay

Sewer Department:

Sewer Grinder Pumps - \$62,000

Sewer Inspector George Tribou said this is the same request as in 2008 when requested \$100,000 to spend over 5 years to purchase new grinder pumps.

Weston & Sampson provided a critical needs list for maintenance repairs and replacement that needs to be done over the next year and a needs list of items to be completed over the next 2 – 5 years.

Major impacts for the Sewer Department:

- Repairs and Maintenance of equipment
- Fixed capital debt service with Wareham is \$188,000 thru 2024
- Flow variable fee based on GPD

Mr. Tribou said he is not confident in numbers that he's been getting from Wareham and that the Inter-municipal agreement has been renegotiated.

Bourne's share on Capital Improvements is 17.9% and flow variable and fixed rate costs are 13.9%.

There is approximately \$500,000 in retained earnings to cover maintenance and replacement costs.

Wareham's quarterly bills to Bourne estimated at \$65,000 per quarter over the last 2 years.

Commonwealth of MA is replacing 2 pumps at the Main pump station as part of the Cohasset Narrows project. Cost of pumps is \$15,000 each.

Department of Public Works:

Priority List:

Recycling Truck R1

Mobile 2

Sander Truck #1

Sander Truck #6

Recycle Truck (R1) - \$140,000

Recycling Truck R1 is a 1996 International 4900 with approximately 140,000 miles used daily to pick up curbside recyclables. Cost doesn't include trade-in value.

Administrator Guerino suggest looking at larger body chassis with automated system model that could be used better in the future. Mr. Mastria recommends chassis & box for re-use if we go to automated recycling. Brian will research and get back to committee.

Recycling days and number of truck used are as follows:

Monday, Tuesday and Wednesday – 2 trucks

Thursday – 3 trucks

Friday & Holiday – 4 trucks

Acting Superintendent said during a snowstorm recycles will not be picked up until the following week but sanitation will be picked up.

Recycling picked up in 2011 was 2,568 tons and 5,877 tons in 2012

Want to replace R-1 this year but will evaluate R2 next year based on a more definitive long-term plan.

Administrator Guerino said the useful life of the landfill will be until 2025. Town will need to determine at that point to fund as opposed to ISWM funding or go to Transfer Station or pay per bag process.

½ Ton Pickup (M2) - \$33,000

Mobile 2 is a 2005 Ford F150 4x4 pickup with approximately 113,000 miles and is used for daily operations by the supervisor including snow/ice operations. High maintenance cost to maintain M2.

Administrator Guerino said this pickup is not going to be traded but will go to assist the Recreation Department during the summer months for beaches, recreation uses and to transport equipment. Currently the Recreation Director uses her own vehicle. Pickup will be incorporated into vehicle pool.

Sander Truck (T1) - \$145,000

Sander is a 1994 Volvo WG42T that was purchased in 2005 with approximately 600,000 miles and is used as a for plowing, sanding, hauling material and road construction. Built into body of

truck that is old, in poor condition and parts are hard to find. Original miles are all highway miles. New truck will be an International that will be identical to other trucks.

Sander Truck (T6) - \$145,000

Sander is a 1995 Ford L8000 with approximately 179,462 miles and is used for plowing, sanding, hauling material and road construction. New truck will be an International that's more versatile and utilized.

Administrator Guerino said Brian Wilson is working on vehicle pool. Town Hall has an old detective car and the Ford Escape, which are being utilized quite frequently. Ford Escape is a 2009 with approximately 72,000 miles.

Task Updates:

None

Approval of minutes:

There are no minutes to approve

Future Meetings:

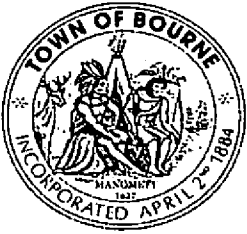
There will be a joint meeting between the Board of Selectmen, Finance Committee, Capital Outlay Committee and Public Works Facility Building Committee on February 6, 2013. John O'Brien is unable to attend joint meeting due to conflict with Zoning Board of Appeals meeting and Administrator Guerino also has a conflict and won't be able to attend. He's scheduled to attend the School Committee meeting.

Capital Outlay Committee won't meet on February 6th but moved their meeting to February 13, 2013 at 7:00 P.M. at the Community Center.

John Redman made a **MOTION** and **SECONDED** by John O'Brien to adjourn the meeting at 5:40 P.M. **UNANIMOUS VOTE**

Respectfully submitted by:

Debbie Judge
Recording secretary



CAPITAL OUTLAY COMMITTEE



Meeting Notice

Date

Wednesday
February 6, 2013

Time

6:30 PM

Location

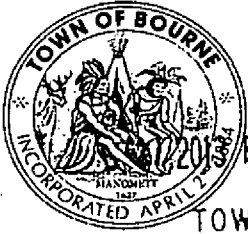
Bourne Veterans' Memorial
Community Center
239 Main Street
Buzzards Bay

**Joint Session with Board of Selectmen, Finance Committee,
Capital Outlay Committee, Public Works Facility Building Committee**

AGENDA

- A. Numbers recap and possible adjustments
- B. next steps
- C. Town Meeting placement
- D. Feedback from the community on the past vote
- E. Other business
- F. Adjourn

2013 FEB 4 PM 3 28
TOWN CLERK'S OFFICE
BOURNE, MASS



CAPITAL OUTLAY COMMITTEE



FEB 7 PM 2 44

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

Date

Wednesday
February 13, 2013

Time

7:00 PM

Location

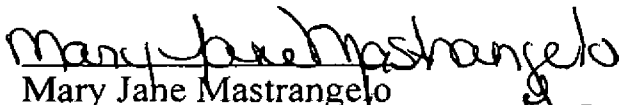
Bourne Veterans' Memorial
Community Center
239 Main Street
Buzzards Bay

AGENDA

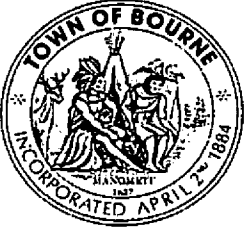
1. Review Capital Request from:
 - ◆ 4:00 PM - Police Department
 - ◆ 4:30 PM - Facilities Manager – Town Hall
2. Task updates
3. Update on DPW Facility
4. Approval of Minutes: 01.23.13 and 1.31.13
5. Future meetings

“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.”

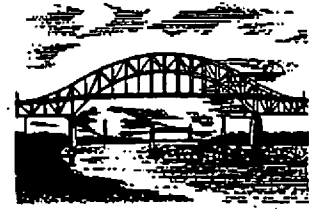
Residents are welcomed and encouraged to attend our meetings


Mary Jane Mastrangelo
Chairman
Date: February 7, 2012

cc: Town Clerk
Town Administrator
Committee: Mastrangelo, O'Brien, Ware, Redman and Mastria
Notify: Moore, Ripley, Finance Director Marzelli, Administrator Guerino, Paul Gately (Bourne Courier) and Diana Barth (Bourne Enterprise)



CAPITAL OUTLAY COMMITTEE



Meeting Notice

Amended

Date

Wednesday
February 13, 2013

Time

7:00 PM

Location

Bourne Veterans' Memorial
Community Center
239 Main Street
Buzzards Bay

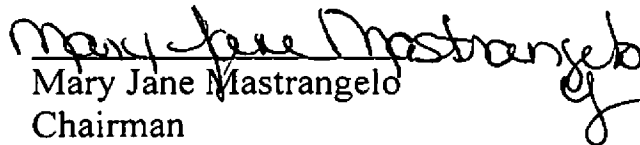
AGENDA

1. Review Capital Request from:
 - ◆ 7:00 PM - Police Department
 - ◆ 7:30 PM - Facilities Manager – Town Hall
2. Task updates
3. Update on DPW Facility
4. Approval of Minutes: 01.23.13 and 1.31.13
5. Future meetings

2013 FEB 8 AM 11 53
TOWN CLERK'S OFFICE
BOURNE, MASS

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Mary Jane Mastrangelo
Chairman
Date: February 7, 2012

cc: Town Clerk
Town Administrator
Committee: Mastrangelo, O'Brien, Ware, Redman and Mastria
Notify: Moore, Ripley, Finance Director Marzelli, Administrator Guerino, Paul Gately (Bourne Courier) and Diana Barth (Bourne Enterprise)

Capital Outlay Committee
Wednesday, February 13, 2013 / 7:00 P.M.
Bourne Veterans' Memorial Community Center
2013 OCT 11 12:39 PM
439 Main Street, Buzzards Bay

Members present: Mary-Jane Mastrangelo, John Redman, John O'Brien, William Ware and Richard Mastria
TOWN CLERK'S OFFICE
BOURNE, MASS

Others present: Administrator Guerino (7:55), Police Chief Dennis Woodside

Chairman Mastrangelo called the meeting to order at 7:05 P.M.

Police Department:

Police Cruisers (4) – \$159,400

Chief Woodside told the committee that during the blizzard a 2008 Ford Explorer with approximately 63,000 miles was destroyed when a tree branch fell onto the officer's vehicle while patrolling town roads. An insurance claim has been filed but vehicle hasn't been appraised.

Chairman Mastrangelo told the Chief to purchase a new vehicle by requesting a Reserve Fund Transfer and when insurance money comes in, will be into the Towns Insurance Recovery Account. The difference between what is received from the Insurance Company and cost of cruiser will have to be a STM article to appropriate as a Capital Expenditure for replacement. Chief Woodside said the timeframe to receive a new cruiser will be approximately 2 months. This vehicle was up for replacement in a couple of years.

Replaced four (4) marked cruisers in May 2012 with Ford Police Interceptor SUV's, which replaces the Crown Victoria's. These vehicles are V-6 all-wheel drive and much better driving in the snow was received last week. Cost of the cruisers includes all equipment except police radios.

Request is to purchase four (4) Ford Police Interceptors to replace current cruisers with high mileage, age of vehicle or maintenance cost.

Chairman Mastrangelo discussed the issuing of new numbers to cruisers and that the committee needs to know for inventory purposes what vehicles are being replaced. Also doesn't want high mileage vehicles to go to other departments that they know have to deal with maintenance issues and will discuss this with Administrator Guerino. Chief Woodside said vehicles are still in their inventory but tracks which departments gets which vehicle. Committee further discussed that if another department wants a police vehicle that the Capital Outlay Committee should approve the transfer to that department, which will also increase their fleet.

Y3 is a 2009 Crown Victoria is out of service and being used for parts and no longer in the Police Department fleet.

Chief Woodside discussed the inventory report that Facilities Manager requested. This is the 3rd time in the last 3 years that the Police Department has provided a complete inventory and it's been frustrating that each time it's in a different format. He had a Sgt on overtime status to complete inventory as requested. Chairman Mastrangelo said it isn't their intention to cause a lot of work for anybody.

Finance Department is notified when there is a new vehicle so the Capital Asset form can be updated for the auditors. Administrator Guerino will talk to Finance Director to come up with a system to keep the inventory updated.

Police Cruiser Computers - \$21,695

Request is for 3 cruisers MDT's w/port replicators and adaptors, 3 workstation computers, 1 messaging switch and mounts for Ford Interceptors..

Computer workstations are used to conduct day to day operations; mounts are used to assist with routing patrol duties and are required for computer assisted dispatching; message switch is used as a 24/7 communications server connecting all department computers to the network and mounts are needed since existing mounts will not fit properly in new style cruisers.

Portable Radio Replacement - \$35,000

Request is for 12 portable radios for a total of \$2,949 per unit. Radios are used by full-time, detail officers and at special events. Current Motorola radios were purchased after the Atlanta Summer Olympics in 1996 and can no longer get parts.

Facilities Manager – Town Hall

Defer to future meeting

Task Updates:

Defer to future meeting

Approval of Minutes:

Defer to future meeting

Blizzards 2013 Update

Administrator Guerino gave an update to the committee on the blizzard and discovered during the last 2 disasters that we have found serious kinks with municipal issues. Generators are desperately needed at Town Hall, Community Center and Fire Department. Police Department internet connection is through the computer system at Town Hall and when our system is down it will not only run computer system at the Police Department but also affects the computers in the cruisers so they can't even run a license plate.

Heat circulator in the generator at the Community Center stopped working, which was being used as a warming shelter on this side of the bridge required the building to shut down. We need to replace the Community Center generator and need a 50KW system at Town Hall. If we can get the Community Center generator working, that will be sufficient to bring over to Town Hall. Replacement value for a new generator at Community Center is \$200,000.

Community Center also had 2 copper pipes split in 2 separate offices.

Fire Department Headquarters – Station 1 has an old generator that also needs to be replaced.

Bourne High School has no back-up generator and pipes also burst over the weekend. Jonathan Nelson and Ed Donaghue got crews in to do repairs to get the school open. Cost is approximately \$200,000.

Administrator Guerino said he can't have the senior citizens not having a place to go to stay warm. Residents that were in the Community Center warming shelter were transported to Regional Shelter in Falmouth and Sandwich. Bourne Middle School was also open as a warming shelter and on Monday the Bourne Public Library was also used as a warming shelter.

Administrator Guerino also stated that whoever designed the library, constructed a flat roof that pitches towards the main building and had to get the Sheriff's Department and crew to shovel off the roof. There were a tremendous help for us.

It was also reported that some of the people who attended the Regional Shelter would have VNA services to provide daily needs and made for some unpleasant experiences. Our Fire Department can provide these types of services but this is not what they do. There were residents at 8 Head of the Bay Road and 871 Shore Road who didn't want to leave their homes and they have no back-up generators. There has to be a way to purchase mini generators for these buildings to bring the building up to temperature and keep the residents warm. According to the DHCD generators are a luxury to have.

Another major issue is the Reverse 911 that when there is no power or phone services this is not going to work.

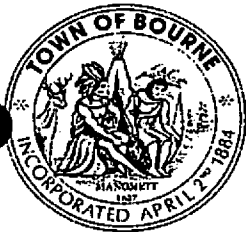
Facilities Manager is looking into and researching the type and size of generators that is needed and will bring forward to the committee. If Community Center generator is brought over to Town Hall it will require new wiring. Both of these generators are run on natural gas.

Request for generators at Town Hall, Community Center and Fire Department will cost approximately \$700,000 and funding is to borrow over 10 years with an article to be submitted at this Annual Town Meeting. Chairman Mastrangelo agreed that we need to deal with the generator issue.

John O'Brien made a **MOTION** and **SECONDED** by John Redman to adjourn the meeting at 9:07 P.M. **UNANIMOUS VOTE**

Respectfully submitted by:

Debbie Judge
Recording secretary



CAPITAL OUTLAY COMMITTEE



Meeting Notice

Date

Wednesday
February 20, 2013

Time

4:00 PM

Location

Bourne Veterans' Memorial
Community Center
239 Main Street
Buzzards Bay

AGENDA

1. Review Capital Request from:
 - ◆ 4:00 PM - School Department
 - ◆ 4:45 PM - Department of Natural Resources
 - ◆ 5:15 PM - Shore & Harbor
2. Update on DPW Facility
3. Discuss damage done to both beaches at Sagamore Beach
4. Task updates
5. Approval of Minutes: 01.23.13; 1.31.13; 2.13.13
6. Future meetings

2013 FEB 16 AM 12 02
TOWN CLERK'S OFFICE
BOURNE, MASS

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Residents are welcomed and encouraged to attend our meetings

*Study received in Clerk's
Office on 2/15/2013. Clerk
changed to way date.*

Mary Jane Mastrangelo
Mary Jane Mastrangelo
Chairman
Date: February 15, 2012

Town Clerk
Town Administrator

[Handwritten signature]

Committee: Mastrangelo, O'Brien, Ware, Redman and Mastria
Notify: Moore, Ripley, Finance Director Marzelli, Administrator Guerino, Paul Gately
(Bourne Courier) and Diana Barth (Bourne Enterprise)

Capital Outlay Committee
Wednesday, February 20, 2013 / 4:00 P.M.
Bourne Veterans' Memorial Community Center
239 Main Street, Buzzards Bay

2013 OCT 11 AM 11 31
TOWN CLERK'S OFFICE
BOURNE, MASS

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

Others present: Administrator Guerino, Finance Director Linda Marzelli, Facilities Manager Jonathan Nelson, Superintendent Steve LaMarche, Business Manager Ed Donaghue, DNR Director Tim Mullen, and several members of the Shore & Harbor Committee and Paul Gately from the Bourne Courier

Chairman Mastrangelo called the meeting to order at 4:00 P.M.

The board started by discussing the next meeting date. After several options we decided on March 14th, at 4:00 with an alternate date of March 7th, at 7:00.

This next meeting's agenda will be to discuss the generator concerns at some of the Town's properties, the Sagamore beach erosion issue from the blizzard, and vote on the recommendations from the Town Administrator.

School Department

Technology Plan - \$214,000

(Fiber installation \$78,000; replace workstations \$72,000; wireless service \$64,000)

They are only requesting funding for items 1, 2 & 3 from their Description of Project list. First item was actually #3 on their list. They are requesting \$78,000.00 (see pg. 3) to purchase and install a Fiber line. The town would then own the line, and would eventually eliminate the need to pay \$1,671.00 on a monthly basis for the existing T-1 service.

Administrator Guerino had some concerns because he has been speaking with "Open Cape" about a similar system for the town, Police and Fire. Also he expressed concern about space on the poles for fiber. He wanted to work together with the School Department so that there was no overlapping, or duplication of expense. He also noted that our present system could be used as our redundancy backup system to the fiber. This fiber installation would also include the Bournedale School as well.

Continue upgrading, and replacing aged workstations for students and staff. Request - \$72,000.00

Installation of wireless service at Bourne High School. Request - \$64,000

They presently have 45 Users. This upgrade would make the whole school building wireless.

Replace SPED Mini Bus - \$52,000

Mr. Donahue explained the need to replace one of the existing buses, because of its age and mileage (152,000 miles). SPED presently has 6 units in operation. They typically take the oldest one off when they replace them and currently have 5 in constant use. One unit gets used almost daily, but is considered the spare, when one of the other units is down.

Capital Outlay Committee was concerned whether these units are on an inventory list. COC requested that if they are not, that they now get inventoried, as most other town departments are doing. SPED plans to trade in, or salvage bus #32 towards the purchase of this new bus. There was discussion around the fact that having un-inventoried units causes the town to lose track of when certain vehicles are either put on, or taken off, with our insurance carrier. Mr. Mastria suggested each new vehicle gets new plates each time. That way the registration can be used as the start, or termination date, for our insurance carrier, and any other State tax obligations.

Mr. LaMarche stated that he estimates, the program has saved the town over \$100,000, by having its own driver's vs. contracting out to an outside transportation vendor. Mr. Guerino questioned that savings, because he wasn't sure the school was taking into consideration the cost of HR benefits, and taxes paid on town employees. Any town employee logging more than 22 hours per week, gets a benefit package. Mr. Guerino will look at the numbers to see how much, if any, the town is saving.

Capital Outlay Committee would like the School Department to label this new bus #32, replacing the same number it is retiring. Presently the buses are numbered: 17, 32, 33, 34, 35, and 36.

Asbestos Abatement - \$100,000

Bourne Schools must comply with requirements of Asbestos Hazard Emergency Response Act which regulates compliance to asbestos that can be found in the following Bourne Schools:

- ❖ Peebles Elementary School
- ❖ Bourne High School
- ❖ Otis Memorial School

The Capital Outlay Committee discussed getting a definitive cost for removing the tiles at Otis Memorial School. If the costs are too high, the town may want to consider turning the facility over to the Base.

There was also much discussion about Peebles Elementary School. Some questioned whether there was a short term fix, since Peebles is slated to be rebuilt at some future date.

Because of the nature of the environmental issues, the project requires more than just the actual replacement and disposal of tiles. The State requires engineers, and a licensed Abatement Contractor. Mr. Ware suggested trying and coordinating the services of these outside vendors, so that we try and get as much abated as possible in one timeframe, rather than needing to hire them each time we do separate areas.

Chairman Mastrangelo asked to receive a summarized estimated cost per building from consultant. Also asked is we should be looking at bigger projects and how to evaluate the best way to handle. Mr. Donaghue further stated that the schools are inspected every 6 months and consultant has identified areas that need to be addressed.

Statement of Interest needs to be voted and submitted no later than April 9th. This is the second time submitting and each time provides additional information.

Administrator Guerino mentioned the need to appropriate \$200,000 for a generator at Bourne High School. Because there was no backup generator, there were broken pipes causing an estimated \$20,000

to \$25,000 in damage. Both Middle School and Bournedale Schools have generators. Further asked what the School Department would be willing to give up in order the fund generators and responded that they will get back to him. This is being asked to all department heads.

FY2013 Appropriations:

- Technology Plan: Spent \$104,000 to date but all will be expended
- Maintenance Truck: Purchased
- Gym Bleacher Replacement: Completed

Department of Natural Resources

Priority List

- Security Cameras and Taylor's Point Marina and Monument Beach Marina
- Replace ramp at Monument Beach

FY2013 appropriations:

- Marina Renovations: Septic system was installed last spring with paving being put off until next spring
- Pump Out Boat: Bid has been awarded
- Pump Out System at Kingman Yacht Center: Will be installed in the spring and will be working for next boating season.

**Install security cameras at Taylor's Point Marina and Monument Beach Marina - \$20,000
(Approximately \$10,000 for each marina)**

Webcam security surveillance cameras to be installed at Taylor's Point Marina and Monument Beach Marina. In recent years there has been vandalism to boats and board equipment at both marinas. Security cameras will be focused on boats and buildings with a fixed wide angle, live monitored and accessed on line with backup. Cameras are more after the fact that during and will be held for 30 days.

Prices have come way down allowing 3-4 cameras at each marina.

Replace ramp at Monument Beach - \$300,000

Current ramp is only wide enough to accommodate one vessel and trailer at a time. It's also sloped and located such that it is not usable at half tide or less. Proposed ramp would be 165' in length x 46' in width. There would be 8 floats on both sides of the ramp and secured with piles every 20' for a total of 6 on each side. Director Mullen said the cost of \$300,000 is not cut in stone since estimate hasn't been received. Ramp can be paid from either Waterways Account or General Fund. Also, past article monies not used can also be appropriated to cover cost.

There is an existing Chapter 91 Waterways License to construct a new ramp, which will be relocated to the north or facing seaward going into the channel. No dredging would be necessary but would need to secure the concrete ramp. Project would not be undertaken during the height of the boating season.

Monument Beach ramp is public so there is no charge. Town of Bourne charges residents \$15.00 for a Beach Parking Permit and non-residents are charged \$30.00. There are no fees to use the ramp. Discussion continued as to raise cost of stickers to help offset cost of the ramp. Administrator Guerino said this is a lot of money but we don't offer a lot to residents due to limited parking. Selectmen don't want to raise parking fees. Also discussed in lieu of beach stickers to look into pay and display for so much per hour, where the town would make more money.

Shore & Harbor Chairman Rich Libin said 4 years ago the state looked at the ramp and was going to pay 75% and town 25% but the town had no control over the ramp and decided not to go that way.

Hen Cove Pier and Dingy Dock Renovations - \$250,000

Request is to drive 10 permanent piles that would secure approximately 28 floats. This would allow boaters to secure approximately 55 average size dinghies. Useful life would expect to be 20 years with minimum maintenance.

Current rate charged for a seasonal permit on a town owned dingy dock is \$50.00. Director Mullen said the fees by design has been reasonable and kept affordable. There is no difference in fee structure between residents and nonresidents. Expanded dock would allow keeping dinghies from being stored on the shoreline. Hope to persuade some holders of outhaul permits that are installed on the public beach to take advantage of the dingy dock. Shore & Harbor supports this project.

This project is not a priority for the DNR but it is a priority to the residents and the local boating community.

Shore & Harbor

Annual Dredging/Ramp Repairs and Improvements - \$95,000

Next project is dredging channel at Cohasset Narrows behind MMA. This area is being filled in over the last several years. Some boats can't access this channel at medium tide. Federal Government doesn't want to dredge this area since it won't accommodate deep haul vessels and this area is used more by recreation than commercial.

Task Update:

Not at this time

Administrator Guerino discussed the emergency work at Sagamore Beach due to major coastal erosion as follows: Construction/reconstruction of two stone revetments, repair of beach access ramp, stairs and lost vegetation adjacent to public beach parking lots. Estimated cost of repairs is \$170,000 - \$200,000.

Administrator Guerino also noted that the estimated cost including damages of Blizzard NEMO was \$500,000, including DPW payroll in range of \$50,000.

Future Meetings:

Capital Outlay will meet on Thursday, March 14th @ 4:00 P.M. and will have Town Administrator's FY2014 recommendations and status update on Sagamore Beach.

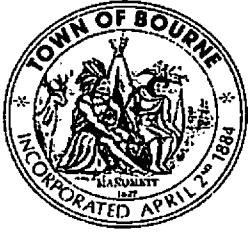
John O'Brien made a **MOTION** and **SECONDED** by Rick Mastria to adjourn meeting at 5:45 P.M.

UNANIMOUS VOTE

Respectfully submitted by:

Debbie Judge

Recording secretary



CAPITAL OUTLAY COMMITTEE



Meeting Notice

Date

Thursday
March 7, 2013

Time

4:00 PM

Location

Bourne Veterans' Memorial
Community Center
239 Main Street
Buzzards Bay

TOWN CLERK'S OFFICE
BOURNE, MASS
MAR 5 AM 11 05

AGENDA

1. Review Capital Request from:
 - ◆ 4:00 PM - Facilities Department
2. Update report on repairs to Sagamore Beach due to coastal erosion
3. Updated information on FY14 requests
4. Town Administrator's recommendations
5. Task updates
6. Approval of Minutes: January 23, 2013; January 31, 2013, February 13, 2013 and February 20, 2013
7. Future meetings

CANCELLED

"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: March 5, 2013

cc: Town Clerk
Town Administrator
Committee: Mastrangelo, O'Brien, Ware, Redman and Mastria
Notify: Moore, Ripley, Finance Director Marzelli, Administrator Guerino, Paul Gately (Bourne Courier) and Diana Barth (Bourne Enterprise)

To: Town Clerk

From: Capital Outlay

Date: January 27, 2014

Re: Meeting cancellation

2014 JAN 27 PM 4 01

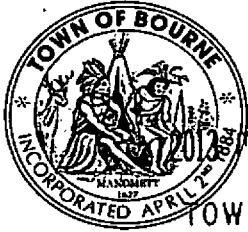
TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting that was schedule for March 7, 2013 was cancelled due to not having a quorum.

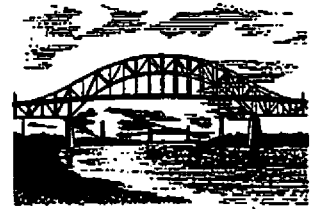
Respectfully,



Debbie Judge
Recording Secretary



CAPITAL OUTLAY COMMITTEE



MAR 11 PM 2 45

TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting Notice

Date

Thursday
March 14, 2013

Time

4:00 PM

Location

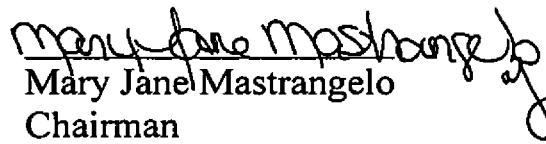
Bourne Veterans' Memorial
Community Center
239 Main Street
Buzzards Bay

AGENDA

1. Review Capital Request from:
 - ◆ 4:00 PM - Facilities Department
2. Update report on repairs to Sagamore Beach due to coastal erosion
3. Updated information on FY14 requests
4. Town Administrator's recommendations
5. Task updates
6. Approval of Minutes: January 23, 2013; January 31, 2013; February 13, 2013 and February 20, 2013
7. Future meetings

"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: March 11, 2013

cc: Town Clerk
Town Administrator
Committee: Mastrangelo, O'Brien, Ware, Redman and Mastria
Notify: Moore, Ripley, Finance Director Marzelli, Administrator Guerino, Paul Gately (Bourne Courier) and Diana Barth (Bourne Enterprise)

Capital Outlay Committee
Thursday, March 14, 2013 / 4:00 P.M.
Bourne Veterans' Memorial Community Center
239 Main Street, Buzzards Bay

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

Others present: Administrator Guerino, Finance Director Linda Marzelli, Facilities Manager Jonathan Nelson, Jim Mulvey and Paul Gately from the Bourne Courier

Chairman Mastrangelo called the meeting to order at 4:00 P.M.

2014 JAN 31 AM 10 30
TOWN CLERK'S OFFICE
BOURNE, MASS

Facilities Department

Generator replacement for Community Center, Fire Department and Town Hall came up for discussion after blizzard. Fire Department generator is insufficient for coverage at Main Station; Community Center generator is undersized for the size of the building and recommends replacing with new one; take Community Center generator and relocate to the Town Hall. IT cooling system will also need to be replaced at Town Hall.

Administrator Guerino further discussed that Town Hall was already on the schedule for a new generator; Fire Department generator is undersized, mounted incorrectly and is below the flood zone area. Department is a 24/7 station and needs appropriate sized generator to conduct business and the Community Center is undersized per the Board of Selectmen directive.

Discussion followed on how many people showed up to use Community Center as warming shelter and if there is an actual need to spend this type of money. Administrator Guerino said the Board of Selectmen gave a directive to get Community Center up to full service so there is a shelter on both sides of the canal. Second area access point is the Bournedale Elementary School, but it's not set up to be used as a shelter. Middle School is shelter location on the other side of the canal.

Emergency Power Assessment Recommendations

Community Center:

- Design generator size [130% of peak] 86kw
- Recommended size: 90kw
- Modify existing Siemens cabinets with new cabinets allowing the addition of a direct mounted transfer switch
- New conduits would be needed for generator feeders

Town Hall – Design Criteria:

- Option with the least upfront cost would be to relocate the existing generator at the Community Center to Town Hall
- This unit would handle the majority of the loads and allow for some expansion capability of both IT and office loads
- No central cooling provided

Town Hall – Solution:

- Relocate 60kw generator from Community Center
- Install new transfer switch, feeders and conduit
- Design and install new emissions control package to meet current Tier 4 requirements
- Elevate generator due to flooding concerns

Fire Department 1 – Design Criteria:

The emergency power systems are essential for full facility operation in the event of a power failure, especially during a large scale disaster situation. Fire Stations should require full power support for all operations, especially over long-term power outages. The system should cover 100% of the building load.

Fire Department 1 – Solution:

- Design generator size [130% of peak]: 22kw
- Recommended size: 30kw
- Modify existing installation to install the unit outside the building and above the flood plain
- Install new transfer switch and feeders
- Trenching may be required

Estimated Costs:

- Community Center: \$274,590.00*
- Town Hall: \$62,150.00*
- Fire Station: \$134,470.00*
- Design Fees: \$141,363.00
[30% total project]
- Total estimated cost: \$612,573.00
- *Includes 13% contingency

Town Hall generator was installed in the 60's and the Fire Departments generator was installed in the 80's.

There are concerns on spending \$274,000 for a generator for the Community Center that is being used for a shelter where nobody is going to show up. Not convinced on throwing out the regional shelter solution. In the last 8 years, there have been 4 storms that required shelter assistance.

ISWM and Sewer Department will contribute to the Town Hall generator: ISWM - \$31,000 and Sewer \$20,000.

Chairman Mastrangelo suggested looking at some type of portable generator at the Fire Department to eliminate some permanent cost. Something needs to be done but would like to look at alternative.

Jon Nelson will be looking at structural and safety needs that need to be addressed and will also be working on a long-term plan. Next project he is looking at for Town Hall is a security system.

Administrator Guerino said that he would like to thank Jon Nelson for all the work he has done.

Update report on repairs to Sagamore Beach due to coastal erosion:

Administrator Guerino said he is pleased to report that emergency monies the Board of Selectmen authorized to spend save those 2 areas of Sagamore Beach. A lot has been done to revetment but not yet completed. Storm last weekend damaged more and lost another 2-3' of bank erosion.

There are a number of homes looking to do work on beach and Board of Selectmen may authorize emergency order so work can be done. Brendan Mullaney, Jon Nelson and George Sala have done a tremendous job to get this done.

Update information on FY14 requests:

Updated information has been received from Department of Natural Resources, Police Department and School Department.

Schools – Asbestos:

Administrator Guerino spoke with Superintendent LaMarche and it was stated that if you don't hear back from me by the end of the day, put in \$50,000 and if more monies are needed, will come back in October. Reduce amount from \$100,000 to \$50,000.

Chairman Mastrangelo said she would like to have the SPED bus inventory.

Police Department:

Replacing cruiser that was totaled during blizzard

Department of Natural Resources:

Received letter regarding increase of cost for the Monument Beach boat ramp

Town Administrator's Recommendations:

Police Department:

Police Cruisers:	\$159,400
Police Cruiser Computers	\$ 21,695
Portable Radio Replacement	\$ 35,400

Fire Department:

Ambulance 133	\$245,000
Car 141 Replacement	\$ 45,000
Laptops	\$ 15,000
Portable Radios	\$ 30,000
Equipment Grant Match	\$ 50,000

Department of Natural Resources:

Hen Cove Pier and Dinghy Dock Renovation:	\$200,000
Install Security Cameras at Taylor Point and Monument Beach Marina	\$ 20,000

Bourne Public Schools:

Technology Plan	\$214,000
Purchase/Replace SPED Mini Bus	\$ 52,000
Asbestos Abatement	\$ 50,000

Department of Public Works:

M2: ½ ton Pickup	\$ 33,000
R1: Recycle Truck	\$140,000
T1: Dump/Sander Truck	\$145,000
New DPW Facility	\$11,080,798

Integrated Solid Waste Management

Wheel Loader	\$300,000
Hydraulic Excavator	\$220,000
Phase IV Stage 11 Liner Construction	\$1,503,835

Shore & Harbor

Annual Dredging/Ramp Repair and improvement	\$ 95,000
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Sewer Department

Sewer Grinder Pumps	\$ 62,000
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Facilities

Emergency Power Upgrades Including generator replacement	\$612,573
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Bill Ware made a **MOTION** and **SECONDED** by Rick Mastria to vote as amended to approve the Capital Improvement Plan as recommended by the Town Administrator and discussed. **UNANIMOUS VOTE**

Chairman Mastrangelo made the following comment for the record: She is willing to approve recommendation presented by the Town Administrator based on the Board of Selectmen directive and that the Community Building to be used as a shelter since its their directive to spend \$274,000.

John O'Brien has reservations and thinks that its too much money for the DPW facility but will vote to approve.

Chairman Mastrangelo to send letter to Senator Murray and Representative Viera regarding cost of generators with design cost based on 30% of total project. Mr. Nelson read e-mail that he received from Design Build – for municipalities.

Bill Ware made a **MOTION** and **SECONDED** by Rick Mastria to vote as amended to approve the Capital Improvement Plan as recommended by the Town Administrator and discussed with the exception of the DPW Facility that will be done under a separate vote. **UNANIMOUS VOTE**

Bill Ware made a **MOTION** and **SECONDED** by Rick Mastria to approve the recommendation of the DPW Facility Committee and Town Administrator for the DPW Facility in the amount of \$11,080,798. **UNANIMOUS VOTE**

Jim Mulvey commented on generators, Community Center used as shelter and LEPC Committee preparing Emergency Plan.

Chairman Mastrangelo will be making presentation to the Board of Selectmen and Finance Committee on Capital Outlay recommendations

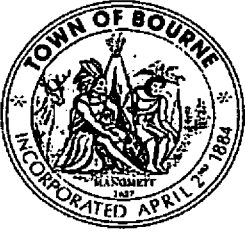
Approval of minutes:

Defer minutes to next meeting

John O'Brien made **MOTION** and **SECONDED** by Bill Ware to adjourn the meeting at 6:00 PM.
UNANIMOUS VOTE

Respectfully submitted by

Debbie Judge
Recording Secretary



CAPITAL OUTLAY COMMITTEE

2013 MAR 27 PM 4

TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting Notice



Date

Monday
April 1, 2013

Time

5:00 PM

Location

Lower Conference Room
Bourne Town Hall
24 Perry Avenue
Buzzards Bay

AGENDA

1. Updated information on FY14 requests

- ◆ School Department Asbestos Request
- ◆ Facilities - Generators

2. Review Town Administrator's recommendations and Vote

"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: March 27, 2013

cc: Town Clerk
Town Administrator
Committee: Mastrangelo, O'Brien, Ware, Redman and Mastria
Notify: Moore, Ripley, Finance Director Marzelli, Administrator Guerino, Paul Gately (Bourne Courier) and Diana Barth (Bourne Enterprise)

Capital Outlay Committee
Monday, April 1, 2013 5:00 P.M. 10 31
Bourne Town Hall
Lower Conference Room
24 Perry Avenue, Buzzards Bay
TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting called to order at 5:05

Attendee's: John Redman (JR), MJ Mastrangelo (MJ), Rick Mastria (RM), John O'Brien (JO), Tom Guerino (TG), Linda Marzelli (LM), Jonathan Nelson (JN), Ed Donahue (ED)

Excused Absence: Bill Ware

1. Re-Look at \$50,000 cost for Asbestos for Pebbles School and Art Room
JN:
 - Price of \$3.00 per ft. to replace floor tiles.
 - He doesn't recommend laying a new floor over the existing floor, but instead to "abate" the existing tiles and purchase VCT for installation by school maintenance team.
 - Hygienist cost is an estimate
2. Fuss & O'Neil report:
 - Pgs. 1—5 completed in February
 - Pgs. 6—8 total 100 Sq. Ft. Replace with VCT. To be done during school recess.

The High School: Pipe insulation. Should be an easy job to complete.
Presently there are 35 rooms with Asbestos tile. Recommend replace the tile in each room. They are able to do 5 to 7 rooms at a time.

Estimate for each room is \$5,000 for asbestos and \$5,000 for VCT tile replacement.
"D" Wing does not have asbestos tile, nor do the hallways
Plan is to finish all 35 Classrooms over a 5 year period.

3. OTIS:
 - About 70 students and 25 support people are there
 - Overall rooms at Otis are in better shape than Pebbles
 - Collaborative took care of asbestos in the Café-torium.
 - MJ suggested that since this is the only work needed at Otis, we could allocate \$100,000 towards the High School, in order to get this project done quicker.
 - T G. recommended the same.
 - MJ recommends we up it to \$110,000, to make sure we have an adequate amount to cover any over run.
 - JR made a motion to propose the \$110,000 allocation. RM second. Unanimous approved.
 - Lastly the money needed for this will be borrowed. TG agreed.

4. Emergency Generators:

- TG: Clarified proposal from last meeting. He is now proposing a new generator for the Community Building and move the existing generator at the Community Building to Town Hall
- JO: Brought up the limited restroom facilities at the Community Center, should this building be used as a shelter
- TG: Recommends we just do the Community and Town Hall building at this time.
- JN: Fire Department generator needs help. However if the Fire Department's generator failed, we could rent a portable generator for the FD.

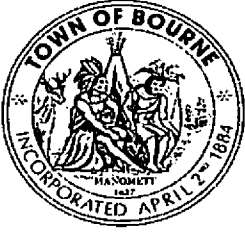
5. Motions:

- MJ motioned for an approval of expenditures of \$437,762. JR moved. RM second.
- Other funding changes: TG all items from Linda.
- Police: OK
- Fire Dept.: 35 Portable Radio's
- DNR: OK
- Bourne Public Schools: \$110,000 for Asbestos. Borrow the \$110,000
- SPED Mini=Bus: \$2,000 from Free cash. \$50,000 from other funding
- DPW: OK
- ISWM: \$295,000 Excavator. \$220,000 borrowed. \$75,000 from insurance

Motion to adjourn: Approved

Respectfully submitted,

Rick Mastria
Clerk



CAPITAL OUTLAY COMMITTEE



Meeting Notice

Date

Wednesday
October 9, 2013

Time

7:00 PM

Location

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

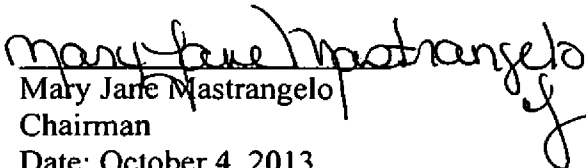
AGENDA

1. Committee Re-organization: Chair, Vice Chair, Secretary
2. STM Requests and any other items related to STM:
 - Fire Station 1 – SCBA compressor asbestos work
 - Fire Station 1 – Bathroom repairs
 - Fire Station 3 – Parapet wall repairs
 - Town Hall – Entrance flooring replacement
 - Town Hall – Server room air conditioning
 - Town Hall – Electric/Hybrid vehicle
3. Updated on DPW Facility – John Redman, Bill Ware and Jon Nelson
4. Discussion on Priority Planning Task Assignments
 - Ongoing: Fire Stations, Police Station, Long Term Plan/Replacement schedule
 - Completed: DPW and Facilities Manager
5. Approval on minutes: 1/23/13; 1/31/13; 2/13/13; 2/20/13
6. Public comment
7. Such other business that may legally come before the Committee
8. Adjourn

2013 OCT 4 PM 12 26
TOWN CLERK'S OFFICE
BOURNE, MASS

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Residents are welcomed and encouraged to attend our meetings


Mary Jane Mastrangelo
Chairman
Date: October 4, 2013

Capital Outlay Committee
Wednesday, October 9, 2013 / 7:00 P.M.
Bourne Veterans' Memorial Community Center
239 Main Street, Buzzards Bay

2014 JAN 31 AM 10 31
TOWN CLERK'S OFFICE
BOURNE, MASS

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

Others present: Administrator Guerino, Selectman Meier, Facility Manager Jon Nelson and Mike Rausch from the Bourne Enterprise.

Chairman Mastrangelo called the meeting to order at 7:05 P.M.

Committee Re-organization: Chair, Vice Chair, Secretary

John Redman made a **MOTION** and **SECONDED** by Rick Mastria to nominate Mary Jane Mastrangelo as Chairman. **UNANIMOUS VOTE 5-0**

John Redman made a **MOTION** and **SECONDED** by Rick Mastria to nominate William Ware as Vice-Chairman. **UNANIMOUS VOTE 5-0**

John Redman made a **MOTION** and **SECONDED** by John O'Brien to nominate Rick Mastria as Secretary. **UNANIMOUS VOTE 5-0**

STM Requests and any other items related to Special Town Meeting:

There was discussion on why these items are on the Special Town Meeting warrant and can't wait for the Annual Town Meeting in May. Administrator Guerino explained that the capital expenditures are necessary repairs that require immediate attention. If they were not included on the Special Town Meeting warrant, we would have had to go to the Finance Committee for a Reserve Fund Transfer. A grant program is available for the electric/Hybrid vehicle. Take advantage now instead of waiting for the Annual Town Meeting in May.

1) Fire Station 1 – SCBA compressor asbestos work - \$15,600:

Mechanical Room has multiple important items, including clean air compressor for the SCBA tanks. Room has a plaster ceiling that has started to fall down and open pipe insulation. Both of these items contain a level of asbestos. Room is off limits and air compressor has been shut down and tagged out of service due to these issues.

Phase 1: Removal and wiping down all movable equipment from mechanical room;

Phase 2: Abate and remove all asbestos containing material and receive clearances from monitoring company;

Phase 3: New ceiling and install pipe insulation and fire related ceiling partitions. All air tanks

have been tested, cleaned and all safety precautions have been taken.

2) Fire Station 1 – Bathroom Repairs - \$10,500:

Wall mounted toilet fixture have been leaking causing rotting in the carriers, wall framing and floors to rot. If not going to construct new building in a few years, still need to keep building operational.

Phase 1: Remove and replace carrier, plumbing, make repairs to wall structure and floor.

3) Fire Station 3 – Parapet wall repairs - \$15,000:

Masonry parapet wall capstones are in need of repair at the Sagamore Fire Station. Weather elements have worn away the caulking and mortar between stone caps that top the roof parapets. All joints are in need of some repair along the entire wall.

Phase 1: Repairs should be made prior to winter temperatures setting in.

4) Town Hall – Entrance flooring replacement - \$8,000:

Low floor spots, poor/degrading flooring material at the entrance vestibule, rear stairwell, upper men's bathroom and areas in front of department counters are tripping/fall hazards.

Phase 1: Will be addressing subflooring and replace carpeting in these areas and other similar areas throughout the building.

Since Town Hall in on the Historic Register will look to see if any wood is salvageable and hope to use CPA money to restore the floors.

5) Server room air conditioning - \$12,000:

Server room at Town Hall is poorly air conditioned and currently relies on a portable A/C unit to provide cooling. Installation of an efficient ductless split system will address this issue.

Phase 1: Replace portable, window ducted A/C unit with a permanent ductless type A/C.

6) Town Hall – Electric/Hybrid vehicle - \$29,000:

Electric/Hybrid vehicle with the installation of a charging station, if this is included in the purchase, to be located at the Community Center. This makes it visible to the public so while attending meetings they can charge their cars. It's estimated that the Town's portion of the grant will not exceed \$29,000.

There will be no cars coming off the vehicle fleet. Black Crown Victoria vehicle that's kept at Town Hall will be transferred to Maintenance Department then will get rid of.

Items 1-5 were discovered since the Facility Manager was hired. These items were unforeseen and will be included in Facilities budget. Chairman Mastrangelo said Facilities Manager should have a budget for facility items to cover cost of repairs. Also suggest keeping a preventative maintenance spreadsheet with critical detailed information on cost, comparison of cost on maintenance/repairs in-house vs. contractual services. Track work that's being done and estimated savings.

Electrician/Maintenance position will be hired under the direction of the Facilities Manager. Committee will need a plan on short/long term capital expenditure items. Mr. Nelson said they will be conducting a fairly comprehensive overhaul on town buildings and anything that we can do in-house will save the town money since prevailing wages gets expensive. There will be things that need to be done but don't have staff and money to get the work done.

Bill Ware made a **MOTION** and **SECONDED** by John Redman to approve the Special Town Meeting requests as presented in the amount of \$90,100. **UNANIMOUS VOTE**

Updated on DPW Facility – John Redman, Bill Ware and Jon Nelson

Worksite will be within Natural Heritage and Endangered Species habitat even though there isn't any known Eastern Box Turtles located on the site. To protect the Eastern Box Turtles during the construction of the facility is to designate an estimated 16.5 acres of nearby land as conservation restricted area to protect the endangered turtles from future development projects. These acres are located on the same parcel of land as the work area, south-east and parallel to High Ridge Drive and to the west of Bournedale Elementary School. Land will have conservation restriction attached to it to keep it protected from future development.

Administrator Guerino said when the Bournedale Elementary School went out to bid it was done appropriately and all agencies were notified. Natural Heritage didn't come down to visit the area.

A bid was accepted to clear the land but was deferred due to the turtles. Bidder will hold bid price until able to go forward. Clearing will begin around November 1, 2013.

Discussion on Priority Planning Task Assignments

Ongoing: Fire Stations, Police Station, Long Term Plan/Replacement schedule

Completed: DPW and Facilities Manager

Selectman Meier said that the Upper Cape Technical School is working on a long-term plan for expansion of the school and they would like him to be involved. Bourne's cost will be approximately 17% based on enrollment. Project may be years away but wanted to bring to the attention of the Capital Outlay Committee. Administrator Guerino said the number of students is part of a formula and is rising dramatically.

Monument Beach and Pocasset Fire Stations: Don't want to put much money into these buildings if they are going to be replaced sometime in the near future. Pocasset Fire Station does need to continue making necessary repairs. Committee needs to decide which is more essential - Police Station vs. Fire Station.

Police Station: Committee discussed concentrating on keeping the Police Department on current parcel of land as long as construction is done in phases and above the flood plain. Selectman Meier suggested purchasing St. Peter's Exchange property that is located next to Police Station if more land is needed. A new Police Station facility will take 3-4 years before going to Town Meeting. Chairman Mastrangelo will ask Finance Director Linda Marzelli to come to a Capital Outlay Committee meeting to discuss debt schedule. In order to start moving forward, need new

set of plans/schematics and to make commitment for the Main Street location and an estimated cost of construction.

Need to do the following:

- 1) Site plan or schematic – decide which is best for the Buzzards Bay site.
- 2) Committee to do on site tour of Police Station and decided if want to spend money on schematic.
- 3) Form a committee

Long Term Plan/Replacement schedule: Will have future discussions on how much is the committee going to take on or take to the Selectmen.

Committee will tour the Police Station on Friday, November 22, 2013 at 1:00 PM

Next Capital Outlay Committee meeting is scheduled for Wednesday, December 11, 2013 at 7:00 P.M.

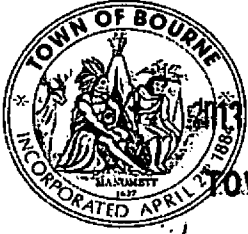
John Redman made a **MOTION** and **SECONDED** by Bill Ware to approve the minutes of January 23, 2013 as submitted. **VOTED 4-0** (Rick Mastria abstained)

John O'Brien made a **MOTION** and **SECONDED** by Bill Ware to approve the minutes of January 31, 2013, and February 13, 2013 as submitted. **UNANIMOUS VOTE**

John O'Brien made a **MOTION** and **SECONDED** by John Redman to adjourn meeting at 8:17 P.M. **UNANIMOUS VOTE**

Respectfully submitted by

Debbie Judge
Recording Secretary



CAPITAL OUTLAY COMMITTEE

NOV 15 AM 8 52

TOWN CLERK'S OFFICE,
BOURNE, MASS



Meeting Notice

Date

Friday
November 22, 2013

Time

1:00 PM

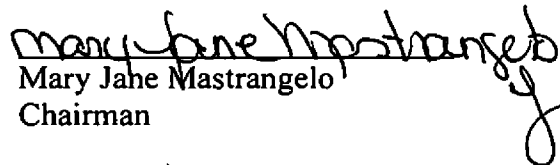
Location

Bourne Police Department
175 Main Street
Buzzards Bay

AGENDA

- 1) Capital Outlay Committee to tour the Bourne Police Department

"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: November 15, 2013

**Capital Outlay Committee
Friday, November 22, 2013 / 1:00 P.M.
Bourne Police Department
175 Main Street, Buzzards Bay**

Members present: Mary Jane Mastrangelo, John Redman, John O'Brien

Excused: Bill Ware, Rick Mastria

Others present: Facility Manager Jon Nelson, Finance Director Linda Marzelli, Police Chief Woodside, Detective Sgt Stowe, Sgt Esip

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TOWN CLERK'S OFFICE
BOURNE, MASS

Tour of the Police Station began at 1:10 PM

Toured facilities and review conditions. Discussed process for site selection. Capital Outlay Committee members present agreed that this building is a priority. Board of Selectmen should be updated and either Capital outlay Committee or a newly appointed Building Committee should begin process of site selection to be presented to Town Meeting.

Report will be made to the Capital Outlay Committee at the next meeting.

Tour concluded at 3:00 PM.

Respectfully submitted,

MaryJane Mastrangelo
Capital Outlay Committee, Chairman



TOWN OF BOURNE
Community Preservation Committee

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532
Phone: (508) 759-0600



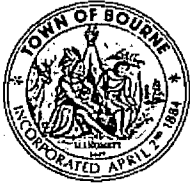
MEETING AGENDA

Date: Wednesday, January 23, 2013
Time: 6:00 pm
Place: Bourne Middle School, 77 Waterhouse Road, Bourne

1. Distribution of FY2014 Applications
2. Review of revenues
3. Minutes

Barry H. Johnson, Chairman

2013 JAN 16 PM 4 07
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: Wednesday, February 13, 2013
Time: 6:00 pm
Place: Bourne Middle School, Room 100, 77 Waterhouse Road, Bourne

- 1) To review the FY' 2014 CPA Applications that were filed by Sue Ross, Chairperson, Bourne Housing Partnership for:

The joint applications from the Bourne Affordable Housing Trust Fund and Bourne Housing Partnership for:

- Affordable Housing Services and Support program
 - Bourne Affordable Housing Preservation Technical Support Program
 - Housing Trust for its Affordable Homes Program
 - Partnership for the Bourne Housing Needs Assessment and Action Plan Update
- 2.) Update on the Historic Commission Review of the CPA Applications before them
 - 3.) Minutes
 - 4.) Next meeting date.

2013 FEB 6 PM 12 54
TOWN CLERK'S OFFICE
BOURNE, MASS

**Community Preservation Committee
Meeting Minutes
February 13, 2013**

2013 DEC 16 PM 1 39
TOWN CLERK'S OFFICE
BOURNE, MASS

PRESENT: Barry Johnson, Jerry Ellis, Daniel Doucette, Penny Myers, Paula McConnell

EXCUSED: Donald Morrissey, Andrew Cooney, Peter Holmes, Richard Anderson

ALSO PRESENT: Sue Ross, Kerry Horman

Recording Clerk, Ann Gratis

The meeting was called to order at 6:02pm.

Review of the FY' 2014 CPA Applications filed by Sue Ross, Chairperson, Bourne Housing Partnership for:

Affordable Housing Services and Support program

The Housing Specialist is able to do so much with the CPA funds. Kerry monitors the list so that we don't lose any affordable homes to foreclosure or sales. He keeps track of foreclosures, re-sales, lots of monitoring which is very important. He works with the Town Planner on 40B's. Our plan is to build 4 homes a year. He helps get block grants to repair houses and now has an assistant for administrative duties which brings the cost down.

Bourne Housing Needs Assessment and Action Plan Update

Sue stated the LCP (Local Comprehensive Plan) requires a housing action plan which we have and need to update. There are no CCC (Cape Cod Commission) funds available now. the DHCD wants us to hire someone to do the update as so many things have changed. Everything in the last plan was completed.

Bourne Affordable Housing Preservation Technical Support Program

A Block Grant was received for Buzzards Bay and we rehabbed 14 houses and the roof at Continental Apts. with it. We are looking for another grant for Main St. and residential in that area. Kerry found a USDA grant for seniors (62+) but need someone to do the paperwork for these (individual grant applications). We might try this with other towns so maybe they can fund it.

Kerry stated getting the word out is the hardest part.

J. Ellis suggested do a one-on-one with the local newspapers and civic groups, the men's group at the COA, etc.

Sue stated we need a technical person who would be a project manager.

D. Doucette left at 6:30pm

Housing Trust for its Affordable Homes Program

We need \$110,000 to do this next year. We want two more lots and to build two houses, and we have two under agreement. Rules are regulated by the State and we have to RFP every time. Two houses and lots every six months is a good pace.

J. Ellis asked if you work with the Town Planner to look for lots? There are some old subdivisions that have never been built.

Kerry: yes, we work with Coreen and a zoning bylaw was passed a couple of years ago that allows a certain number of affordable houses per year and two per village.

B. Johnson isn't sure if we are getting matching funds.

Sue stated if we get the grants we applied for we will be withdrawing certain projects.

B. Johnson encourages applicants to attend the FinCom public hearing in April.

Update on the Historic Commission Review of the CPA Applications before them

J. Ellis stated they have started reviewing with the applicants and have one more day to go. The application for Hoxie School is great but it's up to the Selectmen if we do an RFP to purchase. It will cost over \$3 million to rehab.

B. Johnson will ask Bob Troy, Town Counsel, if we can grant CPA funds to them as they don't own the building.

With no further business before the Committee, the meeting was adjourned at 7:00pm.

Respectfully submitted,
Ann T. Gratis, secretary



TOWN OF BOURNE

Community Preservation Committee

2013 APR 1 PM 1 31

Bourne Town Hall
24 Perry Avenue
Bourne, MA 02532
Phone: (508) 759-0600



MEETING AGENDA

Date: Wednesday, April 3, 2013
Time: 7:00 pm
Place: Bourne High School, Professional Library, 75 Waterhouse Road, Bourne

1. Reading of the Public Notice
2. the CPC will be meeting with Finance Committee on Monday, April 8, 2013 in the Community Building for us to present the CPC recommendations
3. Open Space
 - a. Phase 2: Improvements to Main St. parcel - \$135,000
 - b. Update Open Space/Recreation Plan - \$15,000
4. Community Housing
 - a. Building of two affordable homes - \$110,000
 - b. Staff support to Housing Partnership; Trust, assist Town Planner - \$50,575
 - c. Technical assistance for low-income homeowners - \$9,000
 - d. Action Plan update - \$5,000
5. Historic Preservation
 - a. Binding/re-binding vital Town records - Town Clerk - \$20,000
 - b. Scanning permanent Town records - Town Clerk & Inspection - \$72,000
 - c. New vault in Town Hall basement - Town Clerk - \$10,000
 - d. Cataumet cemetery gravestone restoration - Cat. Cemetery Assoc - \$16,750
 - e. Cataumet Railroad Station platform restoration - BCT - \$13,000
 - f. Cemetery survey information - Bourne Archives - \$19,204
 - g. Town Hall roof repairs - Jon Nelson - \$15,840
 - h. Briggs-McDermott House: door frame and window frame restoration - Society for Historic Preservation - \$4,560
 - i. Bournedale Schoolhouse ADA ramp - BBBG - \$6,800
 - j. Bournedale Schoolhouse restoration of facade, bell tower - BBBG - \$25,500

- k. Historic Center window repair/replace/restore – Bourne Historic Comm. - \$20,000
- l. Hoxie School use for art/science/culture – Hoxie Ctr for Art, Science Education and Culture - \$213,370
6. Request from the Open Space Committee for funds to do a mailing of a Notice about the preservation of Open Space
7. Committee administration and expenses
8. Executive Session to discuss possible land acquisitions

Barry Johnson, Chairman

**Community Preservation Committee
Meeting Minutes
April 3, 2013**

PRESENT: Barry Johnson, Jerry Ellis, Daniel Doucette, Penny Myers, Andrew Cooney, Peter Holmes, Richard Anderson, George Sala

2013 DEC 16 PM 1:29
TOWN CLERK'S OFFICE
BOURNE, MASS

EXCUSED: Paula McConnell

ALSO PRESENT: Sue Ross, Kerry Horman, Diane Flynn, Skip Barlow, Peter Meier, Tom Guerino, Jon Nelson, David Dimmick, Scott Fitzmaurice,

Recording Clerk, Ann Gratis

The meeting was called to order at 7:00 pm.

B. Johnson introduced the members of the committee and welcomed George Sala as the new Recreation representative. He thanked Don Morrissey for his years of service stating he has been on the committee since its inception.

B. Johnson passed out the update of funds as of today (4/3/13).

D. Doucette made a MOTION To take business out of order. The MOTION was seconded by R. Anderson with all in favor.

Historic Preservation:

- Town Hall roof repairs – Jon Nelson - \$15,840
Tom Guerino and Jon Nelson thanked the Historic Commission for getting Town Hall on the National Register. There are issues with the older part of the roof and water damage to walls.
Jon: part of the roof needs repairs, not the entire thing. New flashing, etc. There are better technologies now. There are some drainage issues and this will extend the life of the building.

- J. Ellis stated the windows and gutters have been done in the past few years.
R. Anderson asked if they ever applied for Capital Outlay funds?
Jon didn't think so.
Tom stated UCT did a section of the roof last year and that took some capital funds. We didn't know how to approach the roof issues, knew there were problems. Water is running around electrical conduit.
Jon: the repairs should not take longer than 6 weeks.
R. Anderson made a MOTION to approve. The MOTION was seconded by PI Holmes with all in favor.

Tom stated the RFP for Hoxie School is out and due back around 4/20 for lease or purchase. The Selectmen will not meet until after Town Meeting probably June at the earliest.

Open Space

- Phase 2: Improvements to Main St. parcel - \$135,000
 - A. Cooney: in anticipation to the 2014 centennial, we want a great property. We are clearing brush and old wood in phase 1. Phase 2 we can do benches and trail design. This is increased access to the canal.
 - R. Anderson stated there are some beautiful trees and landscaping there and you can't see it with all the brush. We want people to see it.
 - B. Johnson stated Weston & Sampson is doing the design work. Bids are being finalized now. At the 2012 Annual Town Meeting, the land purchase of 2+ acres was approved that abuts our Main St. parcel. It's located behind Ryan Amusements. We reduced the requested amount to \$135,000 as we can carry over some money from phase 1.
 - J. Ellis made a MOTION to approve. The MOTION was seconded by D. Doucette with all in favor.
- Update Open Space/Recreation Plan - \$15,000
 - B. Johnson stated the plan needs to be updated every five years and it's been that. The state requires us to do it. The original was \$25,000, the update will be \$15,000.
 - D. Doucette made a MOTION to approve. The MOTION was seconded by R. Anderson with all in favor.

Community Housing – Sue Ross and Kerry Horman

- Building of two affordable homes - \$110,000
 - Sue: We now have one lot and are in negotiations with two land owners. Will do an RFP for contractors. Bourne residents have a 70% preference to purchase. DHCD oversees projects. DHCD sets the max selling price, we usually are less, 80% median income. Kerry stated with this program, we have built and sold 9 houses.
 - Sue stated Bourne is at approx. 7% affordable now which is down a little as some 40B's weren't built and they got taken off the inventory. Bourne is very active with affordable housing.
 - J. Ellis made a MOTION to approve. The MOTION was seconded by R. Anderson with all in favor.
- Staff support to Housing Partnership; Trust, assist Town Planner - \$50,575
 - Sue: there are new laws and expertise is needed. Our goal is to promote and preserve affordable housing. It's more than a volunteer group can do. If the Town couldn't keep up with everything required, there would be law suits. We now have a secretary which cuts down on the specialists hours and saves money.
 - Peter Meier said this job is invaluable.
 - P. Holmes made a MOTION to approve. The MOTION was seconded by A. Cooney with all in favor.

- Technical assistance for low-income homeowners - \$9,000
Sue: the town received a Block Grant of almost \$900,000. We hired a technical person to assist. They assess each house and write the grant for the USDA, then they hire contractors and oversee the project. This money would help 6-7 houses.
A. Cooney asked if any other communities are doing this?
Kerry stated it doesn't make sense to do this regionally if others aren't going to pay for it.
P. Holmes made a MOTION to approve. The MOTION was seconded by A. Cooney with all in favor.
- Action Plan update - \$5,000

Historic Preservation

- Binding/re-binding vital Town records - Town Clerk - \$20,000
- Scanning permanent Town records – Town Clerk & Inspection - \$72,000
- New vault in Town Hall basement – Town Clerk - \$10,000
- Cataumet cemetery gravestone restoration – Cat. Cemetery Assoc - \$16,750
- Cataumet Railroad Station platform restoration – BCT - \$13,000
- Cemetery survey information – Bourne Archives - \$19,204
- Briggs-McDermott House: door frame and window frame restoration – Society for Historic Preservation - \$4,560
- Bournedale Schoolhouse ADA ramp – BBBG - \$6,800
- Bournedale Schoolhouse restoration of façade, bell tower – BBBG - \$25,500
- Historic Center window repair/replace/restore – Bourne Historic Comm. - \$20,000
- Hoxie School use for art/science/culture – Hoxie Ctr for Art, Science Education and Culture - \$213,370

Request from the Open Space Committee for funds to do a mailing of a Notice about the preservation of Open Space

Committee administration and expenses

Executive Session to discuss possible land acquisitions

With no further business before the Committee, the meeting was adjourned at 9:35 pm.

Respectfully submitted,
Ann T. Gratis, secretary

MEETING NOTICE

Agency: Community Preservation Committee

Date: Monday, September 30, 2013

Where: Middle School..Room 100

Time: 6:00pm.

2013 SEP 25 AM 11 28

TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA

1) Introduction of new members.

2). To review the Article in the October 21, 2013 Special Town Meeting Warrant: purchase of the Carlson Property that is to be purchased with Community Preservation Funds.

3). To review the Article in the October 21, 2013 Special Town Meeting that relates to the request of the Bourne Society for Historic Preservation, Inc. for Community Preservation Funds to reimburse the Society for emergency repairs to the Briggs McDermott House.

4). Upcoming CPC meetings schedule.

BARRY JOHNSON, 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

MONDAY, OCTOBER 7, 2013

TIME: 6pm.

ROOM 100 in the MIDDLE SCHOOL

2013 OCT 3 AM 10 15
TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA

1). Introduction of members.

2). To review and vote the committee's recommendation(s) on article 9 (Carlson property) & 10 (repairs to the Briggs McDermott House) on the October 21, 2013 Special Town Meeting Warrant .

3) Discussion about the Fiscal Year 2015 CPA Application process.

Roy H. Johnson, Chairman



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



Barry H. Johnson
Town Clerk

Wendy J. Chapman
Asst. Town Clerk

October 9, 2013

Barry Johnson

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

COMMUNITY PRESERVATION

2012 Jan. 30, March 14, March 28, April 2, April 23, July 16, August 27, October 15
2013 Jan. 23, Feb 13, April 3, Sept. 30
2011 Feb 23, March 23, April 4, April 20, May 2, June 8, June 20, August 29
October 17, November 9

Open Space Committee

2012 Jan. 30, March 14, March 28, April 2, April 23, July 30, August 27, Oct. 11
2011 Aug 29 (Joint w/CPA)

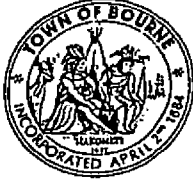
Recreation Authority

2011 Jan. 6, Jan. 18, Feb 1, March 21, May 2, May 24, August 15, Nov. 21, Aug. 29
We have an agenda for March 9 and Minutes for March 10th
Need to know which one correct.
2013 Feb 12, May 29 (Park Sub); June 4 (Rink Sub); August 7
2012 Mar 15 (Rink Sub), April 17 (Park Sub), May 17 (Rink), June 18 (Park Sub),
July 16 (Rink), July 21 (Camper meeting), July 24 (Rink Sub), Aug 16, Sept. 11 (Rink Sub)
Sept. 13 (Park Sub), Sept. 17 (Rink Sub), Sept 25, Nov. 26 (Rink Sub), Dec. 12

Your attention to this matter would be appreciated.

Sincerely,

Wendy J. Chapman
Asst. Town Clerk



TOWN OF BOURNE
Community Preservation Committee

Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532
Phone: (508) 759-0600



MEETING NOTICE

Agency: Community Preservation Committee
When: Monday, December 16, 2013
Where: room 100..Bourne Middle School
Time: 5:30pm.

AGENDA

- 1). Introduction of Members.
- 2). Review of available CPA funds for Fiscal Year 2015.
- 3). Review of the CPA Application for any necessary updates or changes.
- 4). CPA Application; Meeting; and Public Hearing(s) Schedule.
- 5). Re-Advertising for Administrative Assistance to the CPC.
- 6). Choosing a Chairman & Vice Chairman of the CPC.

Barry H. Johnson, Chairman

2013 DEC 12 PM 12 36
TOWN CLERK'S OFFICE
BOURNE, MASS

Johnson, Barry

DRAFT

From: Johnson, Barry
Sent: Thursday, December 26, 2013 3:27 PM
To: 'langillen@verizon.net'; 'dsdoucette@comcast.net'; 'Penny & Don Myers'; dick.anderson@comcast.net; awcooney@yahoo.com; 'mpeterholmes@aol.com'; Sala, George; 'fredericbartholomew@yahoo.com'
Cc: Gratis, Ann
Subject: DRAFT MINUTES OF THE DECEMBER 16, 2013 CPC Meeting

All: here is a **DRAFT** of the minutes of our December 16, 2013 CPC meeting.

1). Present: B.Johnson; N.Langille; G.Sala; A.Cooney; P.Myers; P.Holmes; Bartholomew; D.Doucette; D.Anderson. .

2). Meeting called to order at: 6:05pm. at Room 100 of the Middle School.

3). **ADVERTISING AVAILABILITY OF CPA APPLICATIONS FOR FY'2015: MOTION**...moved by Myers and seconded by Holmes to place Display Ads in the Bourne Enterprise on 12/26/13; Jan.2,2014 & Jan. AND in the Bourne Courier on Jan. 1, 8 &15,2014. UNANIMOUS VOTE.

NOTE: BJ was able to place the ad in the December 26,2013 edition of the Bourne Enterprise. The Applications are available in the Town Clerk's office; Monday to Friday 8:30am to 4:30pm...also on the Town Website under Community Preservation Committee.

4) **APPLICATION FILING DEADLINE: MOTION:** moved Doucette & seconded by Cooney...the deadline for filing FY'2015 CPA Applications is Friday, January 31,2014 in the Town Clerk's office.

5). **PUBLIC HEARING ON THE CPA FY'2015 APPLICATIONS: MOTION:**..Doucette moved & seconded by Anderson that the mandatory Public Hearing on FY'2015 CPA Applications be held on Wednesday, April 9,2014. UNANIMOUS VOTE.

6). **RE-ADVERTISING THE "AS NEEDED" CPC ADMINISTRATIVE ASSISTANT: MOTION**...it was moved by Myers & seconded by Cooney that the CPC thru the Chair re-advertise for this non-benefitted...at the hourly rate of \$20.49...to assist the CPC in all of its activities as outlined in the Job Description. There was discussion about the content of the previously published ad...then it was approved by adding the word "seeking" to the first line and the Chair is authorized to put in the reference to "conduct necessary fieldwork". UNANIMOUS VOTE.

7). **CPC RE-ORGANIZATION: MOTION**...moved by Doucette and seconded by Holmes that B.Johnson be named the Chairman of the CPC. NO further nominations...UNANIMOUS VOTE.

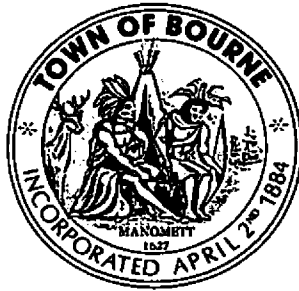
VICE CHAIRMAN: MOTION...moved by Doucette and seconded by Holmes that N.Langille be named as Vice Chairman of the CPC. No further nominations...Unanimous Vote.

8). DOCUMENTS REVIEWED AT THE MEETING:

- a). The 12/16/13 Estimated Revenues – Expenditure Sheet as prepared by Finance Director Linda Marzelli.
- b). Chart 1: Allowable Community Preservation Fund Allowable Spending Purposes (G.L. c. 44B; Sec.5).
- c). May 30,2013 state Dept. of Housing & Community Development: Utilization of CPA Funds for Preservation of Existing Housing Units and Qualifying Historic Projects for CPA Funding.
- d). **INFORMATION:** the Chair announced that a Noreen & Vincent Michenzie had inquired about how one possibly asks for "Historic Restoration/Preservation CPA Funds"; Chairman had responded to their request; and that he had received a Mass. Public Records Request from a Matthew Snell of the law firm Nutter, McClennen & Fish: about 9 Sandwich Road ..to see if the CPC or any CPA \$ had been spent at this location. Chairman stated there had not been; everyone who were previous members of the CPC agreed.

8). **NEXT CPC MEETING SCHEDULE: Monday, January 13,2014...AND February 3,2014.** Chair will ask for Room 100 of the Middle School.

Submitted by:
Barry Johnson, Chairman



2013 JAN 10 PM 2 55

CONSERVATION COMMISSION AGENDA TOWN CLERK'S OFFICE
Thursday, January 17, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall
BOURNE, MASS

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Nancy P. Brown Living Trust **File Number:** CC13-01
Representative: Bracken Engineering, Inc.
Project Address: 190 County Road, Bourne
Proposed Project: Remove existing patio and construct 11' by 32' deck within an AE Flood Zone, within 100 feet of a Wetland Resource Area, and within the 200 foot Riverfront Area

- 2) **Applicant:** National Grid **File Number:** CC13-02
Representative: Bradford Malo, Coastal Engineering Co., Inc.
Project Address: 299 Barlows Landing Road, Pocasset
Proposed Project: Install gas service connection and construct handicap access ramp and 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 – December 6, 2012

- ▶ 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 of January 17, 2013
Bourne Town Hall, Lower Conference Room
Bourne, MA 02532

2013 MAR 15 PM 12 13

Members present: Chairman Bob Gray, Vice Chairman Martha Craig Rheinhardt, Betsy Kiebala, Paul Lelito, Peter Holmes, Rob Palumbo and Susan Weston.

TOWN CLERK'S OFFICE
BOURNE, MASS

Member(s) absent: Peter Holmes and Alternate member Thomas Ligor

Brendan Mullaney, Conservation Agent

Public present: Jim Mulvey, Brad Malo, Zac Basinski

Call to Order

Chm. Gray recused himself from discussion and vote for both hearings tonight at this time.

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 know 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) Applicant: Nancy P. Brown Living Trust

File Number: CC13-01

Representative: Bracken Engineering, Inc.

Project Address: 190 County Road, Bourne

Proposed Project: Remove existing patio and construct 11' by 32' deck within an AE Flood Zone, within 100 feet of a Wetland Resource Area, and within the 200 foot Riverfront Area

Zack Basinski representing: the deck footprint will be in the same location.

No board comment. No public comment.

Brendan Mullaney – this is a existing, developed lot off of County Road. The project is a simple project and is using the same footprint. No concerns with the project.

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

2) Applicant: National Grid

File Number: CC13-02

Representative: Bradford Malo, Coastal Engineering Co., Inc.

Project Address: 299 Barlows Landing Road, Pocasset

Proposed Project: Install gas service connection and construct handicap access ramp and deck within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Bradford Malo representing National Grid. Two aspects with this application: 1) the handicapped son of the applicants requested a ramp, but at this time have decided to put the ramp on hold. The ramp is not represented on the plan and not part of National Grid's request. Installing gas service from the south edge of Barlows Landing Road to the edge of the house. The project is in a developed yard and will extend across the front lawn. The existing driveway lies between the wetland and the work area. Excavation is about 30-36 inches deep. Width of excavation is 18" and will be backfilled and restored to pre-existing conditions the same day. National Grid agreed to include the private handicapped ramp in the application.

Brendan Mullaney – a simple service installation. There is a small, intermittent stream that used to run into the Pocasset River. Over time the area has been filled and developed. If applicant wants to put a ramp, they can put it on this application for future installation within the next three years. The ramp will be built out the front door. The ramp is in the application. No concerns with the project.

No board comments. No public comment.

On a motion made by Paul Lelito and seconded by Rob Palumbo, the board voted unanimously to approve the project under a Negative 2 Determination.

Other Business

▶ Vote – Excuse Absent Members, if necessary

On a motion made by Rob Palumbo and seconded by Paul Lelito, the board voted unanimously to excuse members Peter Holmes and Tom Ligor from tonight's meeting.

▶ Approval of Minutes – December 6, 2012

On a motion made by Paul Lelito and seconded by Betsy Kiebala, the board voted unanimously to approve minutes of 12/6/12 as presented.

▶ Any other business that may legally come before the Commission

▶ Report of the Conservation Agent

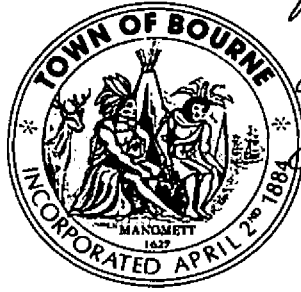
▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99

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

Adjournment

On a motion made by Rob Palumbo and seconded by Paul Lelito, the board voted unanimously to adjourn meeting. Meeting adjourned at 7:15 pm.

Respectfully submitted, Lisa Groezinger, sec.



*Actually received in
Clerk's office on 2/15/2013.
Not changed to way
etc.*

2013 FEB 16 AM 3 32

CONSERVATION COMMISSION AGENDA

Thursday, February 21, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

TOWN CLERK'S OFFICE
BOURNE, MASS

*PTS
Clerk*

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Brett Ellis **File Number:** CC13-03
Representative: SAME
Project Address: 15 Kennebec Ave., Pocasset
Proposed Project: Upgrade to new Title V septic system and install in-ground pool within an AE Flood Zone
Hearing Under State Act Only

- 2) **Applicant:** Brett Ellis **File Number:** CC13-04
Representative: SAME
Project Address: 11 Cherry Street, Buzzards Bay
Proposed Project: Upgrade to new Title V septic system within an AE Flood Zone
Hearing Under State Act Only

- 3) **Applicant:** Brett Ellis **File Number:** CC13-05
Representative: SAME
Project Address: 18 Benedict Road, Gray Gables
Proposed Project: Upgrade to new Title V septic system within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 4) **Applicant:** John Rudnicki **File Number:** CC13-06
Representative: Pilling Engineering Group, Inc.
Project Address: 186 Captain's Row, Mashnee Island
Proposed Project: Enclose the existing front porch and expand driveway including associated landscaping within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 5) **Applicant:** Joseph Agrillo, Jr. **File Number:** CC13-07
Representative: SAME
Project Address: 19 Worcester Ave., Monument Beach
Proposed Project: Perform repairs to existing licensed concrete seawall and steps within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

- 6) **Applicant:** National Grid **File Number:** CC13-08
Representative: Bradford Malo, Coastal Engineering Co., Inc.
Project Address: 295 County Road, Monument Beach
Proposed Project: Install gas service connection within 100 feet of a Wetland Resource Area
- 7) **Applicant:** National Grid **File Number:** CC13-09
Representative: Bradford Malo, Coastal Engineering Co., Inc.
Project Address: 7 & 9 St. Margaret's Street, Buzzards Bay
Proposed Project: Install gas service connection within an AE Flood Zone
Hearing Under State Act Only
- 8) **Applicant:** Paul Silva **File Number:** CC13-10
Representative: SAME
Project Address: 460 Wings Neck Road, Pocasset
Proposed Project: Perform landscaping, including removal of trees and brush, within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Other Business

- ▶ Emergency Certification – construction of stone revetment due to major coastal erosion, 34 Sagamore Road, Sagamore Beach
- ▶ Emergency Certification – construction / reconstruction of two stone revetments and repair of beach access ramp and stairs due to major coastal erosion adjacent to public beach parking lots, Standish Road and Sagamore Road, Sagamore Beach
- ▶ Update on Conflict of Interest Requirements for all municipal employees
- ▶ Vote to appoint Conservation Commission Member to Community Preservation Committee
- ▶ 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 of February 21, 2013
Bourne Town Hall, Lower Conference Room
Bourne, MA 02532

2013 MAR 29 AM 10 05

Members present: Vice Chairwoman Martha Craig Rheinhardt, Paul Lelito and Susan Weston and Alternate member Thomas Ligor.

TOWN CLERK'S OFFICE
BOURNE, MASS

Member(s) absent: Chairman Bob Gray, Betsy Kiebala, Peter Holmes and Rob Palumbo

Brendan Mullaney, Conservation Agent

Public present: Brett Ellis, John Rudnicki, Tracey Beck, Mike Iannacchino, Brad Malo, Don Perry

Call to Order

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:

#1 - Applicant: Brett Ellis

File Number: CC13-03

Representative: SAME

Project Address: 15 Kennebec Ave., Pocasset

Proposed Project: Upgrade to new Title V septic system and install in-ground pool within an AE Flood Zone

Hearing Under State Act Only

Mr. Ellis – plans of installing an upgrade to septic system first, and then installing a swimming pool in the area of the old cess pool.

Brendan Mullaney – project is in flood zone only. No other resource areas within 100 feet. Improvement over existing conditions. Lot is relatively flat and no concerns with the project.

Ligor – asked about cutting any trees back. No trees but maybe some limbs.

No further board comment. No public comment.

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

#2 - Applicant: Brett Ellis

File Number: CC13-04

Representative: SAME

Project Address: 11 Cherry Street, Buzzards Bay

Proposed Project: Upgrade to new Title V septic system within an AE Flood Zone

Hearing Under State Act Only

Mr. Ellis – project is an upgrade to new title v for 4-bedroom house. Flood zone only.

Brendan Mullaney – resource area, which is Bumps Pond, is greater than 100 feet. Improvement over existing conditions. No concerns with the project.

No board comment. No public comment.

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

#3 - Applicant: Brett Ellis

File Number: CC13-05

Representative: SAME

Project Address: 18 Benedict Road, Gray Gables

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

Mr. Ellis – upgrade to Title V system. Looking to keep as close to the house and as far away from the top of bank (40 feet) as possible. No additions to the house. Couple cedar trees are coming down.

Brendan Mullaney – moved system as far as allowed within the confines of the lot. Improvement over existing conditions. Applicant will install silt fence and hay bales to address erosion control. No other concerns with the project.

Lelito – asked about a the location and why it wasn't proposed in different portion of the lot. Mullaney stated it is same basic distance to resource and many more trees would have to be removed in other location.

No further board comment. No public comment.

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

#4 - Applicant: John Rudnicki

File Number: CC13-06

Representative: Pilling Engineering Group, Inc.

Project Address: 186 Captain's Row, Mashnee Island

Proposed Project: Enclose the existing front porch and expand driveway including associated landscaping within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Mr. Rudnicki – enclosing the existing porch and extending to square off the house. The Board of Health recently approved the project. No more bedrooms added. The driveway will be widened a little bit, using pavers.

Brendan Mullaney – simple project. Most could be improved under the Landscape Act, but with the expansion of the driveway, he suggested to the applicant to include with application. No concerns with the project.

No further board comment. No public comment.

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

#5 - Applicant: Joseph Agrillo, Jr.

File Number: CC13-07

Representative: SAME

Project Address: 19 Worcester Ave., Monument Beach

Proposed Project: Perform repairs to existing licensed concrete seawall and steps within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area 2

At the request of applicant, this hearing will be continued to 3/7/13.

#6 - Applicant: National Grid

File Number: CC13-08

Representative: Bradford Malo, Coastal Engineering Co., Inc.

Project Address: 295 County Road, Monument Beach

Proposed Project: Install gas service connection within 100 feet of a Wetland Resource Area

Mr. Malo – install a gas connection to existing house. Long driveway off County Road that runs off a hill and down into a hollow and wetlands of each existing driveway. Head wall on one side and a stone headwall on the other side. Proposed gas service is to be installed along existing pavement. There is stable vegetation with a culvert. No culvert concerns. No grade changes proposed and excavation will be filled the same day. Temporary sediment control (bales of hay) and may be open trenched. Short term project - two days.

Lelito –he requested applicant not to go overboard with erosion controls for such a short project. He suggested to sprinkle bales over the trench when done.

Brendan Mullaney – simple installation next to an old abandoned cranberry bog. All issues have been addressed and no concerns with the project.

No further board comment. No public comment.

On a motion made by Paul Lelito and seconded by Susan Weston, the board voted unanimously to approve the project under a Negative 3 Determination.

#7 - Applicant: National Grid
File Number: CC13-09
Representative: Bradford Malo, Coastal Engineering Co., Inc.
Project Address: 7 & 9 St. Margaret's Street, Buzzards Bay
Proposed Project: Install gas service connection within an AE Flood Zone
Hearing Under State Act Only

Mr. Malo – gas service across existing paved roadway and a paved parking lot. No wetlands in this area. No grade changes proposed. Install and patch. DPW conditions of no open excavation on St. Margaret's, two large patches on either side of the road. Not proposing erosion control as it is not needed.

Brendan Mullaney – no concerns with the project.

No further board comment. No public comment.

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

#8 - Applicant: Paul Silva
File Number: CC13-10
Representative: SAME
Project Address: 460 Wings Neck Road, Pocasset
Proposed Project: Perform landscaping, including removal of trees and brush, within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Mr. Silva – abutters are away and hasn't received anything back. Applicant to bring proof of notification to Brendan Mullaney.

The board cannot go forward tonight without notification to the abutters. Hearing will be rescheduled to 3/7/13 at applicant's request.

Other Business

► **Emergency Certification** – construction of stone revetment due to major coastal erosion, 34 Sagamore Road, Sagamore Beach

Pinnacle Site Contractors representing Tracy and Brian Beck who recently purchased this property. Contractors met with Brendan Mullaney, TA Guerino, Town Engineer and the DPW Superintendent for a site visit and walk through the property.

Pictures provided show neighboring property showing the continuation of erosion.

Brendan Mullaney – presented picture of the property before the storm from Google Earth. The house was built before 1978.

Ligor – asked if erosion affects other properties as much as the Beck's. Not nearly as much erosion as you travel south to the beach. The goal is to add structural integrity to preserve the beach.

Where town landing steps come up, there is six (6) feet of embankment exposed above grade.

Brendan Mullaney – proposal is the only option at this point and necessary to save integrity of the house. Issue is what to do with the abutting property. While the neighbor has a deck and pool, at this point that area is eroded to a relatively high degree (not drastic), it would make sense to continue revetment in similar fashion. Neighboring house was built in 1905 so no restrictions to armor a portion of their bank.

The abutters would like to retain the contractors to do work for their property, extending the revetment to come over to the path.

Lelito – conditions to be under Emergency Certification Program. Brendan Mullaney included conditions of a temporary easement which the Selectmen have granted; disturbed areas to be restored and engineered plans and as-builts to be submitted.

Weston – questioned work right up to the wall. She suggests to work on the wall and then discuss the patio.

Contractors expect a 3-4 week period for the project.

Craig Rheinhardt – cannot tell what was existing as far as a patio and doesn't know if it falls within the emergency guidelines. Contractors feel that in keeping away from getting water from behind the wall is to keep the patio. Work to 28 Sagamore Road where the erosion cut down near the little path.

Brendan Mullaney – there is no other option other than the patio. Structural fill wouldn't allow anything planted to grow. Emergency Plan will extend to the distance between the supports and revetment will only be a couple feet. Put in emergency plans submitted and as-built for both properties.

Ligor – asked about the manner of which the boulders will be placed and what will be put behind. Boulders will begin at 5 foot below grade.

Lelito – asked about refueling of the construction vehicles. Large rubber mats for track machines and refueling will take place up near the road in the beach parking lot.

No refueling on the beach condition added.

No other board comments. No public comments.

On a motion made by Thomas Ligor and seconded by Paul Lelito, the board voted unanimously to approve and issue the Emergency Certification.

► **Emergency Certification – construction/reconstruction of two stone revetments and repair of beach access ramp and stairs due to major coastal erosion adjacent to public beach parking lots, Standish Road and Sagamore Road, Sagamore Beach.**

Brendan Mullaney – for two town beaches. On Standish Road, riprap was exposed during the storm that had been mostly covered by sand and vegetated. Structures, including ramp and stairs, are compromised. On Sagamore Road, a pipe for groundwater filtration is exposed. Before and after pictures were shown. Looking to re-establish stone revetment on Standish Road beach. The goal is to relay the stones properly with proper drainage stone and filter fabric. The stairs and ramp will both be either substantially repaired or re-constructed. Standard revetment and re-construction of one that was built in 1930's. The town will also be armoring the parking lot on Sagamore Road which was significantly exposed and is in danger of being undermined.

Ligor – raised issue of large boulders being able to be moved and we put back against the dunes, what is to prevent from happening again. Lelito said explained the engineers put 3-5 ton tow stones below grade as a base. The effectiveness is strategically arranged and angled. When they are hit, it deflects and dissipates the energy.

Brendan Mullaney - East Cape is the engineer for this project. DEP did issue Emergency Regulations after the storm, but they didn't address coastal erosion and coastal structures so that is why we are proposing an Emergency Certification.

On a motion made by Thomas Ligor and seconded by Paul Lelito, the board voted unanimously to approve and issue the Emergency Certification.

► **Update on Conflict of Interest Requirements for all municipal employees**
Table to the next meeting.

► **Vote to appoint Conservation Commission Member to Community Preservation Committee**
On a motion made by Susan Weston and seconded by Paul Lelito, the board voted unanimously to designate Peter Holmes as the Commission representative to the CPC.

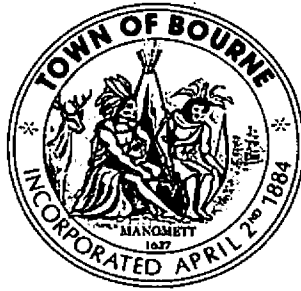
► **Vote – Excuse Absent Members, if necessary**

On a motion made by Susan Weston and seconded by Paul Lelito, the board voted unanimously to excuse absent members Gray, Holmes, Kiebala and Palumbo.

Adjournment

On a motion made by Susan Weston and seconded by Paul Lelito, the board voted unanimously to adjourn. Meeting adjourned at time 8:30 pm. Respectfully submitted,

Lisa Groezinger, sec.



2013 MAR 1 PM 3 28

CONSERVATION COMMISSION AGENDA TOWN CLERK'S OFFICE
Thursday, March 7, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall MASS

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Mary Ellen Murphy **File Number:** CC13-11
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 36 Starboard Road, Mashnee Island
Proposed Project: Construct two open decks within a VE Flood Zone and within 100 feet of a Wetland Resource Area

- 2) **Applicant:** Katherine McCarey. **File Number:** CC13-12
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 168 Scraggy Neck Road, Cataumet
Proposed Project: Upgrade to new Title V septic system within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

- 3) **Applicant:** Joseph Agrillo, Jr. **File Number:** CC13-07
Representative: SAME
Project Address: 19 Worcester Ave., Monument Beach
Proposed Project: Perform repairs to existing licensed concrete seawall and steps within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area
(Continued from February 21, 2013)

- 4) **Applicant:** Paul Silva **File Number:** CC13-10
Representative: SAME
Project Address: 460 Wings Neck Road, Pocasset
Proposed Project: Perform landscaping, including removal of trees and brush, within an AE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from February 21, 2013)

7:15) Notices of Intent:

- 1) **Applicant:** Richard & Kelly Mastria **DEP File Number:** SE7-
Representative: Daniel Aguiar, SITEC, Inc.
Project Address: 38 Wianno Road, Mashnee Island
Proposed Project: Construct an in-ground pool with associated walks, patio, and landscaping within a VE Flood Zone and within 100 feet of a Wetland Resource Area

- 2) **Applicant:** Town of Bourne **DEP File Number:** SE7-
Representative: BSC Group
Project Address: Off Circuit Ave., Pocasset (Hen Cove)
Proposed Project: Install additional finger floats and piles (dinghy docks) to existing licensed pier and construct seasonal canoe, kayak, and dinghy storage racks within AE and VE Flood Zones, within a Wetland Resource Area and within 100' of a Wetland Resource Area
- 3) **Applicant:** Town of Bourne **DEP File Number:** SE7-
Representative: Brendan Mullaney
Project Address: Terminus Tide Way Road, Pocasset
Proposed Project: Reconstruct existing licensed wooden seawall and dock within an AE Flood Zone, within a Wetland Resource Area and within 100 feet of a Wetland Resource Area

Other Business

- ▶ Conservation Commission Policy 10-5 : Regulation for the Use of Conservation Areas – discussion and possible vote
- ▶ Update on Conflict of Interest Requirements for all municipal employees
- ▶ Approval of Minutes – December 20, 2012 & January 17, 2013
- ▶ 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 of March 7, 2013
Bourne Town Hall, Lower Conference Room
Bourne, MA 02532

2013 APR 11 PM 3 58

TOWN CLERK'S OFFICE
BOURNE, MASS

Members present: Chairman Bob Gray, Vice Chairman Martha Craig Rheinhardt, Peter Holmes, Rob Palumbo and Susan Weston. Alternate member Thomas Ligor also present.

Member(s) absent: Betsy Kiebala, Paul Lelito

Brendan Mullaney, Conservation Agent

Public present: Paul Gately (Bourne Courier), Joseph Agrillo, Jr., Barbara Frappier, Kelly Mastria, Rick Mastria, Jay Desmarais, Rich Dow, Jay Chapin, Nadene Doucette, Francis Gasson

Call to Order

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) Applicant: Mary Ellen Murphy

File Number: CC13-11

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 36 Starboard Road, Mashnee Island

Proposed Project: Construct two open decks within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Barbara Frappier representing – existing single family house. Applicant requesting to build two open decks.

Weston – asked when the house was built. Ms. Frappier responded in the 1960s.

Brendan Mullaney – simple project; the area has a lawn and landscaped area. One of the decks is 28 feet from the top of bank – no closer than the existing house. No concerns with the project.

No further board comment. No public comment.

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

2) Applicant: Katherine McCarey

File Number: CC13-12

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 168 Scraggy Neck Road, Cataumet

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

Ms. Frappier representing – several projects have been done at this property before. This is a voluntary upgrade of the existing septic system. Proposed system will be placed up the driveway into the woods to the side. Utilities are running down the center of the driveway. Not increasing flow. The leaching is in an AE zone.

Brendan Mullaney – simple upgrade. Improvement for the area. No concerns with the project.

No further board comment. No public comment

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

3) Applicant: Joseph Agrillo, Jr.

File Number: CC13-07

Representative: SAME

Project Address: 19 Worcester Ave., Monument Beach

Proposed Project: Perform repairs to existing licensed concrete seawall and steps within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

(Continued from February 21, 2013)

Mr. Agrillo representing – routine repair project. Wall has deteriorated. Chisel, break off loose concrete and reinforce to extend the life of the wall. The wall will be within the same footprint and replaced with similar material.

Brendan Mullaney – Applicant to remove excess cinder blocks and remove material in front of the wall. Simple job and everything be done by hand with a mixer at the top (either a shoot or bucket). Plywood will be attached to the wall to hold up the concrete. Mr. Agrillo indicated Brendan Mullaney would prefer the debris be removed.

No board comments. No public comment.

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

4) Applicant: Paul Silva

File Number: CC13-10

Representative: SAME

Project Address: 460 Wings Neck Road, Pocasset

Proposed Project: Perform landscaping, including removal of trees and brush, within an AE Flood Zone and within 100 feet of a Wetland Resource Area

(Continued from February 21, 2013)

Continued at the request of the applicant to 3/21/13.

Notices of Intent:

1 Applicant: Richard & Kelly Mastria

DEP File Number: SE7-1827

Representative: Daniel Aguiar, SITEC, Inc.

Project Address: 38 Wianno Road, Mashnee Island

Proposed Project: Construct an in-ground pool with associated walks, patio, and landscaping within a VE Flood Zone and within 100 feet of a Wetland Resource Area 2

Mr. Aguiar representing – property has been before the board with different improvements. The uniqueness of the property was also discussed during a prior hearing for a project across the street. Resource areas discussed on past filings, topographic representation determines coastal bank. Coastal bank is present, was described as a topographic anomaly - doesn't provide any sediment to the beach below it. Applicant proposing to construct pool adjacent to the patio area, constructing concrete wall. Work will be in area determined as "coastal bank 2" at some past filings. Proposing adding a retaining wall area at edge of existing concrete wall.

Ligor – asked about the pool filter for chlorine purposes. Mr. Aguiar states this system doesn't put chlorine in the pool, but rather uses salt that is broken down. Mr. Ligor asks about backflow and states there will still be chlorine even if using salt. Mr. Aguiar states it can be put in a leaching pit if necessary, but will not be put anywhere near the resource area. Applicant will provide information on the filter at the continued hearing.

Craig Rheinhardt – asked about the riprap behind the wall. Mr. Aguiar states rather than extending a vertical wall, it will be a 1:1 ratio revetment stone.

Mr. Aguiar – submitted a letter from abutter Francis Murphy's attorney Kevin Leary who has no objections to the project. Chm. Gray read into the record.

Chm. Gray – with regard to the area between the 1st and 2nd coastal bank, asked about borings. Mr. Aguiar said they have not done borings and that the dune and bank difference is due to topography. Brendan Mullaney said if using the line that appears as sand in the aerial then the entire project is proposed within the 50 foot buffer, regardless of the coastal bank issue. The other issue is that the 2nd coastal bank serves as a vertical buffer regardless of the sediment issue and that the pool is proposed within the resource area itself. With the language contained within the Town Bylaw, he does not see how the Commission could approve this project.

Chm. Gray – asked when was the 1st and 2nd bank defined as he is concerned with the first bank and feels it looks like a dune; maybe it was misclassified in previous filing. The proposal likely can meet muster with the Wetlands Protection Act, however it appears it cannot meet required setbacks from the bylaw. Mr. Aguiar said the applicant is requesting to waive the setbacks required in the bylaw.

Brendan Mullaney – There is no method or procedure to waive setback requirements in the bylaw. The only argument that could be made is that this is within an already disturbed area because of the small concrete wall. It will be up to the board's discretion.

Mr. Aguiar – asked if 2nd coastal bank is the concern. Chm. Gray said it is the combination of the bank and the buffer that extends from the beach/dune area. Most of the work is in the face of the bank. The difficult issue is how to deal with bylaw.

Chm. Gray asks Mr. Aguiar if he would like to continue and perhaps take some borings in the area of concern. Mr. Aguiar states he would like to continue and will retain Peter Rosen to evaluate the area.

No further board comment. No public comment.

Chm. Gray – Dr. Rosen in conjunction with Mr. Aguiar will report back with regard to the banks at a continued hearing.

On behalf of the applicant, Mr. Aguiar is requesting a continuance until 4/4/13.

2) Applicant: Town of Bourne

DEP File Number: SE7-

Representative: BSC Group

Project Address: Off Circuit Ave., Pocasset (Hen Cove)

Proposed Project: Install additional finger floats and piles (dinghy docks) to existing licensed pier and construct seasonal canoe, kayak, and dinghy storage racks within AE and VE Flood Zones, within a Wetland Resource Area and within 100' of a Wetland Resource Area

Matthew Creighton representing – looking to increase the dinghy dock area. Installing twenty 20" pilings (non creosote). Space will accommodate 55 dinghies total. Also proposing some dinghy racks next to the road for kayaks and canoes and smaller vessels.

Holmes – asked if the dingy racks can be removal and was told by Mr. Creighton they can be removed. Holmes asked for clarification on the wave attenuator. Mr. Creighton explained there are a number of systems and the goal is to deflect some of the wave energy. It will be up to the harbor master what exactly they will install. Sometimes they just use a heavy rubber mat no longer than 3 feet and at least a foot up off the bottom at low tide.

Brendan Mullaney – the material will depend on the cost and how well it can be attached and maintained.

Craig Rheinhardt – asked how the size was determined and the size to accommodate the dinghies. Mr. Creighton said they wanted to maximize the space available; he worked with Harbormaster Tim Mullen with regard to the size and took into account the number of vessels requiring dinghies in the area.

Weston – asked if the floats are seasonal and how we can approve this in a velocity zone. Brendan Mullaney said the floats are seasonal and that the bylaw was changed after the whole discussion of dinghy docks. There is a provision for new dinghy docks in a velocity zone that was first passed by the Commission and then taken to Town meeting to revise the Bylaw.. The size was determined by the need, but limited to the estimated habitat and water depth issues. This will be the first one built under the new provisions in the bylaw.

Holmes – asked what the natural resource people think of the project. Brendan Mullaney said they initiated the project and believed it would be minimal impact. DMF advised to put smaller, non-motorized boats in the area and put motorized boats near the end.

Ligor – asked about the people in Patuisset. Brendan Mullaney said they can get a permit. Palumbo said this application is addressing this one location and he hopes people in other areas aren't expected to tie up over here. Brendan said ultimately the town would like to put similar structures in all areas with large mooring fields.

No further board comment.

Nadene Doucette, abutter asked about where people will be parking and if there will be restrictions. Mr. Creighton said it will be up to the Harbormaster as far as restrictions. Mr. Mullen will use a sticker system for the actual dinghies. Brendan stated this board can't address parking issues and that if people are parked illegally any citizen could notify the police.

Frank Gasson, Cedar Point – asked if the dinghies are only for boats that are moored. If only restricted to people who have a mooring, he asked the length of the dinghy. Brendan Mullaney said this board has little say as to how it is managed; that is under the authority of the Department of Natural Resources. Mr. Gasson stated people without dinghies should be able to use the docks as well. Brendan stated this would be entirely up to the DNR regarding the use of the docks and how they were permitted – this board is only looking at the structure itself in relation to applicable laws. Chm. Gray suggested he write a letter to Mr. Mullen and said points are well taken.

Palumbo – asked about the size of the racks. Brendan Mullaney said they would most likely be two boats high, similar to the ones at Electric Ave. in Buzzards Bay.

No further public comment.

On a motion made by Peter Holmes and seconded by Susan Weston, the board voted unanimously to close the public hearing.

Brendan Mullaney – Draft order includes all General Conditions, Special Conditions Numbers 1,2,3, 9,12,13 and 16 – 24; Dock Conditions numbers 30-41 and Special Conditions pursuant to the bylaw numbers 4 and 8.

On a motion made by Rob Palumbo and seconded by Susan Weston, the board voted unanimously to move Draft Order to Final Order.

3) Applicant: Town of Bourne

DEP File Number: SE7- (no file number)

Representative: Brendan Mullaney

Project Address: Terminus Tide Way Road, Pocasset

Proposed Project: Reconstruct existing licensed wooden seawall and dock within an AE Flood Zone, within a Wetland Resource Area and within 100 feet of a Wetland Resource Area

Brendan Mullaney representing – seawall in serious disrepair and is owned by the town. The dock is owned by the Wenaumet Bluffs Improvement Association, who were granted an easement from the town to have the structure. License is from 1953 and the wall has been reconstructed two times (approved in 1986 and never built; approved again in 1991 SE-922 and is the state the wall is in now). Craftsmanship was not the best. The plan is to rebuild as the wall next door which was built in the late 1990s and it was done properly. The Association owns the licensed dock and he included to replace the dock in the application for any work in the future. It is the town's responsibility to rebuild the wall.

Brendan Mullaney – added there is a letter from the Selectmen in 1953 to the Wianno Association to allow the dock as long as no resident is prevented from accessing and using the structure. He read into record letter from DMF with comments on the project.

No further board comment.

Richard Dow– member of the Association who stated he supports the work the town is proposing. There is street runoff concerns if the wall collapses.

No further public comment.

Hearing continued to 3/21/2013 for DEP file number only.

Other Business

▶ Conservation Commission Policy 10-5: Regulation for the Use of Conservation Areas – discussion and possible vote

Brendan Mullaney – the bylaw committee asked him to come to one of their meetings. A letter from Attorney Gay who is on the Bylaw Committee dated 10/26/12 is handed out to members. He doesn't know how this came up, but Atty. Gay stated someone brought this to his attention. Instead of saying "policy" it should say "regulations". A policy cannot be enforced. A regulation can be enforced.

Chm. Gray – suggested changing any word that says "policy" to "regulation". Some Conservation Commissions do not have a bylaw, but try to regulate through a policy. Technically this cannot be done.

On a motion made by Peter Holmes and seconded by Martha Craig Rheinhardt, the board voted unanimously to strike the word "policy" and replace with "regulation", as suggested by Attorney Gay in the letter

► Update on Conflict of Interest Requirements for all municipal employees

► Approval of Minutes – December 20, 2012 & January 17, 2013

On a motion made by Martha Craig Rheinhardt and seconded by Susan Weston, the board voted to approve minutes of 12/20/2012 as submitted.

On a motion made by Rob Palumbo and seconded by Susan Weston, the board voted to approve minutes of 1/17/2013 as submitted.

► Vote – Excuse Absent Members, if necessary

On a motion made by Susan Weston and seconded by Rob Palumbo, the board voted to excuse Paul Lelito and Betsy Kiebala from tonight's meeting.

► Any other business that may legally come before the Commission

► Report of the Conservation Agent

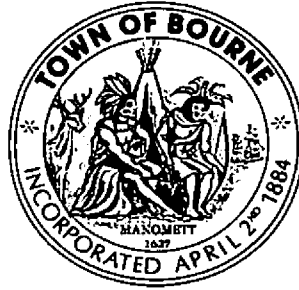
► Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99

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

Adjournment

On a motion made by Susan Weston and seconded by Rob Palumbo, the board voted unanimously to adjourn the meeting. Meeting adjourned at 8:30 pm.

Respectfully submitted – Lisa Groezinger, sec.



2013 MAR 15 PM 12 13

TOWN CLERK'S OFFICE
BOURNE, MASS

CONSERVATION COMMISSION AGENDA

Thursday, March 21, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Bryan & Anne Wilde **File Number:** CC13-13
Representative: Shawn MacInnes
Project Address: 6 Weetamoe Road, Pocasset
Proposed Project: Upgrade to new Title V septic system within an AE Flood Zone
Hearing Under State Act Only

 - 2) **Applicant:** Mass. Dept. of Transportation **File Number:** CC13-14
Representative: Thomas McGuire
Project Address: Along Route 28 (MacArthur Boulevard)
Proposed Project: Perform pavement milling, resurfacing, and related items necessary to rehabilitate roadway. Some of the work will occur within 100 feet of a Wetland Resource Area.

 - 3) **Applicant:** Paul Silva **File Number:** CC13-10
Representative: SAME
Project Address: 460 Wings Neck Road, Pocasset
Proposed Project: Perform landscaping, including removal of trees and brush, within an AE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from March 7, 2013)
-
- ### 7:15) Notices of Intent:
- 1) **Applicant:** James & Laurie McLaughlin **DEP File Number:** SE7-
Representative: JC Engineering, Inc.
Project Address: 10 Electric Avenue, Buzzards Bay
Proposed Project: Tear down existing two bedroom dwelling, construct new three bedroom dwelling with attached garage, paved driveway, fence, retaining wall, Title V septic system, and all associated utilities, grading, and landscaping within 100 feet of a Wetland Resource Area

 - 2) **Applicant:** George and Lauren Doherty **DEP File Number:** SE7-
Representative: JC Engineering, Inc.
Project Address: 22 Sagamore Road, Sagamore Beach
Proposed Project: Construct a stone revetment seawall within a Wetland Resource Area and within 100 feet of a Wetland Resource Area

3) **Applicant:** John & Susan Doran **DEP File Number:** SE7-
Representative: JC Engineering, Inc.
Project Address: 40 Sagamore Road, Sagamore Beach
Proposed Project: Reconstruct a stone revetment seawall within a Wetland Resource Area and within 100 feet of a Wetland Resource Area

4) **Applicant:** Town of Bourne **DEP File Number:** SE7-1828
Representative: Brendan Mullaney
Project Address: Terminus Tide Way Road, Pocasset
Proposed Project: Reconstruct existing licensed wooden seawall and dock within an AE Flood Zone, within a Wetland Resource Area and within 100 feet of a Wetland Resource Area
(Continued from March 7, 2013)

Other Business:

- ▶ Conflict of Interest Law - Signature Sheets
- ▶ Approval of Minutes – February 21, 2013
- ▶ 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 of March 21, 2013
Bourne Town Hall, Lower Conference Room
Bourne, MA 02532

2013 APR 25 PM 3 30

Members present: Chairman Bob Gray, Vice Chairman Martha Craig Rheinhardt, Peter Holmes, Betsy Kiebala, Paul Lelito, Rob Palumbo and Susan Weston.

TOWN CLERK'S OFFICE
BOURNE, MASS

Brendan Mullaney, Conservation Agent

Member(s) absent: Alternate member Thomas Ligor

Public present: Diana Barth, Gary Maloney, Tom McGuire, Andrea Coates, Roger Lemieux, Bob Gallo, Eric Wagner, Linda Reisner, Nancy Anderson, Susan Doran

Call to Order

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) Applicant: Bryan & Anne Wilde

File Number: CC13-13

Representative: Shawn MacInnes

Project Address: 6 Weetamoe Road, Pocasset

Proposed Project: Upgrade to new Title V septic system within an AE Flood Zone

Hearing Under State Act Only

Mr. MacInnes not present tonight due to a scheduling conflict, but did turn in abutter notifications per Mr. Mullaney.

Brendan Mullaney – simple septic upgrade. No other jurisdictional resource area within 100 feet of proposed project. This will be an improvement. No other concerns with the project.

No further board comment. No public comment.

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

2) Applicant: Mass. Dept. of Transportation

File Number: CC13-14

Representative: Thomas McGuire

Project Address: Along Route 28 (MacArthur Boulevard)

Proposed Project: Perform pavement milling, resurfacing, and related items necessary to rehabilitate roadway. Some of the work will occur within 100 feet of a Wetland Resource Area.

Mr. McGuire representing from Mass. DOT – Roger Lemieux, Andrea Cotes also present tonight along with Bob Gallo and Eric Wagner to assist with any questions. Project is maintenance resurfacing which includes removing 2 inches of asphalt and replacing with 2 inches. Area under review tonight is from the Bourne Bridge to the Falmouth town line. There is a small point at the Otis rotary where the project is proposed within the buffer zone to an unnamed pond. Another resource area is up at Williams Avenue which is north of the rotary – this is a certified vernal pool. In 2008 there were some complaints from abutters about flooding, we addressed these concerns with a rededign of the drainage and now there is no highway runoff into the vernal pool.

The project also includes a component of cleaning and rebuilding drainage structures. There may be a number of catch basins that need to be replaced. There will be a minimum of 4' deep catch basins in order to pick up some more sediment. Putting down pavement markings and selective clearings will also be performed. This type of project is done every 15-20 years. Within that time frame, the DOT also cut back vegetation in order to maintain clearance for greater visibility. The cut backs are 25' from edge of roadways and beyond the guardrails it is 15 feet for a limit of clearing. They are also clearing more than 15-20' for signage exposure.

The Mass Natural Heritage is giving the sign off of project submitted.

At the Otis rotary within buffer zone, proposing to replace all basins with inlets and deep catch basins. They plan to come across into the subsurface leaching catch basins as mitigation at the pond area.

Lelito – asked for clarification of the basins discharge and over flow back towards the pond. There are five (5) basins that discharge into the rotary and then overflow. When Lelito asked about discharging points, it was explained that two (2) gutter inlets go to a manhole, discharging into an 18" line. Mitigation will be deep sump catch basin and infiltration of the seven (7) out of nine (9) deep sump catch basins.

Lelito – asked about point source discharge before and after project. McGuire explains the point source discharge can be treated, but cannot eliminate the discharge or they would risk major flooding during heavy storms.

Holmes – inquired about the maintenance schedule. McGuire - DOT sends out a contractor every year to clear all catch basins, route by route, pending funds.

Chm. Gray – asked about the vernal pool corner of Williams and MacArthur. McGuire - nothing is being discharged towards the vernal pool. Because of complaints, they blocked the outlet pipe out, unplugged and cleaned out another pipe and brought the discharge to the median strip which acts like a filtration basin.

Kiebala – asked about all work near vernal pool with regard to needing any equipment in the resource area. McGuire - no resource area will be impacted directly. Filter tubes or hay bales will be installed, but we would prefer to use silt fence, which is less expensive and handier. The consensus of the board was to allow use of silt fence at the pond area near the rotary and in the vernal area.

Brendan Mullaney – understood resources areas were the pond and the vernal pool per GIS. Work at the rotary seems like an improvement and addresses the treatment to the maximum extent practical. They do have to leave overflow for big storms as this is the best scenario versus flooding the roadway and surrounding area. The point source discharge will remain as last relief for major storms. No major concerns with project and seems like an improvement in the small areas of jurisdiction.

DOT – for informational purposes only, during the research for this application, maps were supplied of contamination plumes.

No further board comment. Ms. Diana Barth asked when this project will begin. McGuire - the project will go out to bid in 11 / 2013 and work will start in the Spring of 2014. No further public comment.

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

3) Applicant: Paul Silva File Number: CC13-10

Representative: SAME

Project Address: 460 Wings Neck Road, Pocasset

Proposed Project: Perform landscaping, including removal of trees and brush, within an AE Flood Zone and within 100 feet of a Wetland Resource Area

(Continued from March 7, 2013)

Mr. Silva representing – abutter notices submitted to Mr. Mullaney. Applicant has built a 7-bedroom house at Wings Neck. There is nothing in the resource area. In the back yard he would like to take all vines and brush and overgrowth out and plant with grass. A few pine trees to be picked out and will up branch them. An abutter was concerned about the area along the pool area, but he is not going to touch the area.

Lelito – to summarize, everything landward of the boundary of the resource area is being brushed and cleared. Silva – yes, that's what we would like to do.

Brendan Mullaney – he hasn't seen the small plan that was submitted tonight and it seems applicant is asking to do more work than what proposed originally. The original plan shows two separate areas where one area will be cleared and manicured and the second area will be selectively removed – the small plan shows the whole area being cleared. He doesn't feel it should move forward since they are asking to basically clear cut the entire buffer zone. He suggests coming back with a landscape plan with more detail for the 50 foot buffer zone. Mr. Mullaney also suggested adding conditions which explicitly state what can and cannot be done.

Weston – feels the board needs more detail in 50' buffer zone and that a Notice of Intent should be required for the project.

Palumbo – would like to see clarification of areas shown on map supplied.

Chm. Gray – suggested applicant revise plan, include a narrative under the NOI and a proposal for select cutting in Area 2 to create a view shed. Applicant should leave a lot of brush from the top of coastal bank. Area 2 should not be grassed. The underbrush will have to stay.

Lelito – the board wants the area protected due to habitat and for storm control. The consensus of the board is to move forward with the Notice of Intent with conditions added.

No further board comment. No public comment.

On a motion made by Susan Weston and seconded by Betsy Kiebala, the board voted unanimously to issue a Positive 1 Determination, which will require the applicant to file a Notice of Intent..

Chm. Gray – recommended applicant speak with Ms. Barbara Frappier of Warwick and Associates to package application in the proper format. In addition, to ask Ms. Frappier if the groin on property has a Chapter 91 license.

Mr. Gary Maloney - asked about clarification of the stone groin. Chm. Gray explained the Chapter 91 licensing program and that he was inquiring if the stone groin on the property was properly licensed by the state.

Notices of Intent:

1) Applicant: James & Laurie McLaughlin

DEP File Number: SE7- 1829

Representative: JC Engineering, Inc.

Project Address: 10 Electric Avenue, Buzzards Bay

Proposed Project: Tear down existing two bedroom dwelling, construct new three bedroom dwelling with attached garage, paved driveway, fence, retaining wall, Title V septic system, and all associated utilities, grading, and landscaping within 100 feet of a Wetland Resource Area

At this time, Chairman Gray recused himself from the next three hearings. Vice Chairman Martha Craig Rheinhardt took over as chairperson.

John Churchill, JC Engineering representing – existing 2 bedroom dwelling which has already been razed and proposed a two bedroom structure with a garage and septic system. There are two coastal banks – one is the retaining wall and the other is by definition at elevation 15. Electric Avenue is the road that goes down to the beach. There is a 20' wide way and is between the home and resource area. Access to the property and to the structure is from behind on an existing paved drive. The property line over 120' from the mean high water mark. Structure of single family dwelling and septic is within the buffer zone to the coastal bank.

Lelito – asked the distance from the top of the coastal bank to the septic system. Mr. Churchill responded 103 ½'.

Brendan Mullaney – retaining walls are on town property. It was determined the former structure on the property was a dwelling per the Building Inspector and the lot was afforded the right to construct new dwelling within a time frame. This project from the board's perspective is a standard tear down and rebuild. The driveway is already paved to access an adjacent dwelling and is within the 50' buffer zone. The new work is outside the 50' setback to what is the second coastal bank but is labeled as Coastal Bank 1 on plans submitted. The retaining wall is the first coastal bank by definition. The second coastal bank is defined as the slope was less than 4:1. The coastal bank is coincident with the flood

zone. Applicant is proposing a silt fence down along driveway and beyond the standard new construction. Applicant will need a variance from the Board of Health for septic as there is an existing cesspool.

Lelito – commented on the new construction is almost four or five times bigger than the original dwelling.

No further board comment.

Mr. Gary Mahoney – commented on the intent to raze as the prior home was already gone and the vegetation is gone and the area is down to grass. The former house is listed as being built in 1900 byt he field card. He has issues with project meeting the historical bylaw and comments that this is an area frequently used to park boat trailers. Brendan Mullaney – the historical aspect is outside the purview of the Commission and the trailer parking issue would have to be resolved by either the police or DNR.

Brendan Mullaney – the house was in poor condition and he doesn't know if the Building Inspector allowed the building to be taken down due to safety issues. It was classified as a dwelling and able to be rebuilt upon.

Craig Rheinhardt – asked how the stormwater would be handled. Churchill - the drainage comes down to the existing driveway to a catch basin on Electric Avenue. A trench drain can be put across the driveway with the addition of drywells. Brendan Mullaney – this is advisable especially with new pavement. He can put in as a condition in the Order and request a revised plan and list as plan of record.

Mr. Gary Maloney – the razing is an after the fact and questions how the procedure works with the historical aspect. Mullaney states that he could inquire with the Town Planner or Historical Society about the demolition.

Ms. Lynn Reisner – advised the board that there was a meeting with the Historical Society and permission was granted to raze the structure.

No further public comment.

On a motion made by Rob Palumbo and seconded by Susan Weston, the board voted unanimously to close the public hearing.

Brendan Mullaney – Draft order includes all General Conditions, Special Conditions Numbers 1-6,9,10,12,13,16-24 and Special Conditions pursuant to the bylaw numbers 4,6,7,8,9.

ASC-1) A trench drain (or similar stormwater infiltration system) must be installed to capture the stormwater resulting from the new dwelling, driveway, and other impervious surfaces. The volume captured must be greater than or equal to the equivalent of the 25-year storm.

Special Conditions 20,24, Bylaw Conditions 4,6 and ASC-1 shall continue in perpetuity.

On a motion made by Susan Weston and seconded by Betsy Kiebala, the board voted unanimously to move Draft Order to Final Order.

2) Applicant: George and Lauren Doherty

DEP File Number: SE7- 1830

Representative: JC Engineering, Inc.

Project Address: 22 Sagamore Road, Sagamore Beach

Proposed Project: Construct a stone revetment seawall within a Wetland Resource Area and within 100 feet of a Wetland Resource Area 2

John Churchill, JC Engineering, Inc. representing – Pinnacle site contractors also present. This is a similar 1:1.5 revetment as a previous application that was approved under an Emergency Certification at the last meeting. Erosion is across the entire bank. There is a 3' cut at the base of the slope and is proposing a 70' foot long wall tie into the property at #28 and to continue in detail of 1:1.5 stone revetment to protect against future erosion. The wall is where the cut is and we will not be gaining any land area.

Lelito – commented on the line coming close to the house.

Mr. Churchill – with the most recent storm, lost another 2' of beach elevation.

Weston – asked when the house was built. According to Assessor's records, it was 1905.

Kiebala – inquired about equipment access. Churchill - through an Emergency Order per the Selectmen, access from the bottom of Sagamore Road through the beach area. They were in before the Selectmen to obtain an additional request this past Tuesday.

Brendan Mullaney – the stairs are town property and the bottom landing was compromised the storm after Blizzard Nemo. This is a true vegetated embankment compared to other landforms in the area that are dunes, the embankment has suffered serious erosion during the past two major storms and a couple minor ones.

Lelito – asked if all structures pre-date 1978 and what is the requirement to allow a revetment, he recalls they must show a threat is present. Brendan Mullaney – read into record the requirement demonstrating threat.

Brendan Mullaney – there are other ways to protect that may or may not work depending on future conditions, but in his opinion, this is the most effective.

Kiebala – asked about the heavy downpour of rain events. Mr. Churchill – will revegetate that slope using either jute netting or fiber rolls to prevent sliding to re-establish the slope.

No further board comment. No public comment.

On a motion made by Peter Holmes and seconded by Susan Weston, the board voted unanimously to close the public hearing.

Brendan Mullaney – Draft order includes all General Conditions, Special Conditions Numbers 1-3,9,12,13,16-22,24 and Special Conditions pursuant to the bylaw numbers 7-9.

ASC-1) All work must adhere to the conditions set forth in the "Temporary Access Easement", issued by the Bourne Board of Selectmen.

Special Conditions 20,24 shall continue in perpetuity.

On a motion made by Peter Holmes and seconded by Susan Weston, the board voted unanimously to move Draft Order to Final Order.

3) Applicant: John & Susan Doran

DEP File Number: SE7- 1831

Representative: JC Engineering, Inc.

Project Address: 40 Sagamore Road, Sagamore Beach

Proposed Project: Reconstruct a stone revetment seawall within a Wetland Resource Area and within 100 feet of a Wetland Resource Area

John Churchill, JC Engineering, Inc. representing – Pinnacle Site contractors present. Property is on the north side of the last property; it is the most northern property that is requesting a revetment. Since you cannot armor a coastal dune, they are proposing using a structure only on the area that is a bank and tie in with the Beck's property next door. There are some remnants of a revetment at the base (low lying boulders existing at that property). Proposed work in front of the bank.

Lelito – asked if there was distinct demarcation. Brenda Mullaney – stated that yes, there was a clear distinction between the dune area and the glacial embankment to the south. He suggested applicant speak with a geologist if they wanted to have a definite determination, but stated the geologist would almost certainly agree with his statement. He recommended installing a sand fence to keep people out and to help accumulate wind born sediment and sand.

Kiebala – asked about the tides. Mr. Churchill – they are about 100 feet away – mean water mark. Brendan Mullaney – there have been times when they have been closer.

No further board comment. No public comment.

On a motion made by Susan Weston and seconded by Betsy Kiebala, the board voted unanimously to close the public hearing.

Brendan Mullaney – Draft order includes all General Conditions, Special Conditions Numbers 1-3,9,12,13,16-22,24 and Special Conditions pursuant to the bylaw numbers 7-9.

ASC-1) All work must adhere to the conditions set forth in the "Temporary Access Easement", issued by the Bourne Board of Selectmen.

Special Conditions 20,24 shall continue in perpetuity.

On a motion made by Peter Holmes and seconded by Susan Weston, the board voted unanimously to move Draft Order to Final Order.

4) Applicant: Town of Bourne

DEP File Number: SE7-1828

Representative: Brendan Mullaney

Project Address: Terminus Tide Way Road, Pocasset

Proposed Project: Reconstruct existing licensed wooden seawall and dock within an AE Flood Zone, within a Wetland Resource Area and within 100 feet of a Wetland Resource Area

(Continued from March 7, 2013)

Chm. Gray back from recusing himself from the previous three hearings.

Application was continued for file number only.

No board comment. No public comment.

On a motion made by Susan Weston and seconded by Rob Palumbo the board voted unanimously to close the public hearing.

Brendan Mullaney – Draft order includes all General Conditions, Special Conditions Numbers 1,2,9,12,13,16,17,19-22,30-40 and Special Conditions pursuant to the bylaw number 8.

Special Conditions 20,24, and 30-40 shall continue in perpetuity.

On a motion made by Peter Holmes and seconded by Susan Weston, the board voted unanimously to move Draft Order to Final Order.

Other Business:

▶ **Conflict of Interest Law - Signature Sheets**

Brendan Mullaney – handed out signature sheets for the board to fill out and to return along with the Conflict of Interest certificate to Town Clerk by 4/5/13.

▶ **Approval of Minutes – February 21, 2013**

On a motion made by Martha Craig Rheinhardt and seconded by Susan Weston, the board voted to approve minutes of 2/21/2013 as submitted.

Abstentions from Holmes and Kiebalá.

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

On a motion made by Susan Weston and seconded by Rob Palumbo, the board voted to excuse Thomas Ligor from tonight's meeting.

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

Brendan Mullaney - Emergency Certifications – the rest of the properties from Standish Road town beach to the Sagamore Road town beach have submitted Notices of Intent which will be on the board's next agenda. Some that are on the next agenda as NOIs are in the worst shape. Pictures handed out of Mr. Lane's property. He suggests the board issue Emergency Certification for Pinnacle Site contractors to continue work in the normal manner until the next meeting. This allows Pinnacle to stabilize property before a catastrophe.

On a motion made by Susan Weston and seconded by Peter Holmes the board voted to approve the Emergency Certifications as submitted. Unanimous vote.

▶ Report of the Conservation Agent

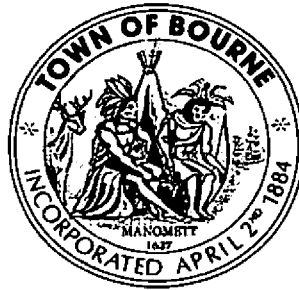
▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99

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

Adjournment

On a motion made by Susan Weston and seconded by Rob Palumbo , the board voted unanimously to adjourn the meeting. Meeting adjourned at 9:00 pm.

Respectfully submitted - Lisa Groezinger, sec .



2013 MAR 29 AM 10 05

CONSERVATION COMMISSION AGENDA

Thursday, April 4, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

TOWN CLERK'S OFFICE
BOURNE, MASS.

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Nubar Hagopian **File Number:** CC13-15
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 18 Scotch House Cove Road, Cataumet
Proposed Project: Install an in-ground swimming pool, patio, hot tub, and fencing within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

7:10) Notices of Intent:

- 1) **Applicant:** Alfred & Maureen Kent **DEP File Number:** SE7-
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 27 Robin Lane, Pocasset
Proposed Project: Replace and reconfigure existing beach stairs, wooden retaining walls, and other landscape features within an AE Flood Zone, within 100 feet of a Wetland Resource Area, and within the 200' Riverfront Area
- 2) **Applicant:** Robert & JO Lane **DEP File Number:** SE7-
Representative: JC Engineering, Inc.
Project Address: 12 Sagamore Road, Sagamore Beach
Proposed Project: Construct a stone revetment seawall and restore eroded portions of a Coastal Bank within AE and VE Flood Zones, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area
- 3) **Applicant:** Graham & Lynne Morgan **DEP File Number:** SE7-
Representative: JC Engineering, Inc.
Project Address: 16 Sagamore Road, Sagamore Beach
Proposed Project: Construct a stone revetment seawall and restore eroded portions of a Coastal Bank within AE and VE Flood Zones, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area
- 4) **Applicant:** Michael & Lisa Bonito **DEP File Number:** SE7-
Representative: JC Engineering, Inc.
Project Address: 20 Sagamore Road, Sagamore Beach
Proposed Project: Construct a stone revetment seawall and restore eroded portions of a Coastal Bank within AE and VE Flood Zones, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

- 5) **Applicant:** John & Therese Adams **DEP File Number:** SE7-
Representative: JC Engineering, Inc.
Project Address: 4 & 6 Sagamore Road, 165 Clark Road, Sagamore Beach
Proposed Project: Construct a stone revetment seawall within AE and VE Flood Zones, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area
- 6) **Applicant:** Richard & Kelly Mastria **DEP File Number:** SE7-1827
Representative: Daniel Aguiar, SITEC, Inc.
Project Address: 38 Wianno Road, Mashnee Island
Proposed Project: Construct an in-ground pool with associated walks, patio, and landscaping within a VE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from March 7, 2013)

Request to Amend Order of Conditions:

- 1) **Applicant:** Thomas LeBlanc **DEP File Number:** SE7- 1773
Representative: JC Engineering, Inc.
Project Address: 45 Cove Lane, Pocasset
Proposed Project: Amend Order of Conditions to revise design of the in-ground pool within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Request to Extend Order of Conditions:

- 1) **Applicant:** Susan Abbe **DEP File Number:** SE7-1098
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: Lots 41 & 45, Winsor Road, Hospital Cove, Cataumet
Proposed Project: Storage of floats within the Winsor Road cove area during the winter season within a Wetland Resource Area

Other Business:

- ▶ Conflict of Interest Law – Certificate of Completion
- ▶ Rule of Necessity - Discussion
- ▶ Approval of Minutes – March 7, 2013
- ▶ 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 of April 4, 2013
Bourne Town Hall, Lower Conference Room
Bourne, MA 02532**

2013 MAY 10 AM 11 54

TOWN CLERK'S OFFICE
BOURNE, MASS

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

Brendan Mullaney, Conservation Agent

Public present: Bradley Bertolo, Barbara Frappier, Kelly & Rick Mastria, Maureen & Alfred Kent, Fred & Sue Abbe, Peter Meier

Call to Order

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) Applicant: Nubar Hagopian

File Number: CC13-15

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 18 Scotch House Cove Road, Cataumet

Proposed Project: Install an in-ground swimming pool, patio, hot tub, and fencing within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

Ms. Frappier representing: Proposing to install an in-ground swimming pool located within a flood zone and applicant has filed an RDA. Project is also within the 100' buffer of a coastal resource area that was approved through a previous filing. There is high ground water (elevation 3) and we are proposing that the water is pumped out onto the tennis court during construction, as necessary, to allow for the installation. If it becomes necessary to empty the pool once it is filled, all the water will be pumped into trucks and trucked out. Water will not be emptied or pumped out onto the surrounding ground.

Brendan Mullaney – the wetland line itself was approved by the board at a previous filing before his time when they rebuilt the house. He stated that the pool is currently closer to the wetland boundary than the house based on the plan submitted - he suggested possibly moving back the pool to meet the same setbacks. The board may also want to address the de-watering issue and require a basin – this would help to ensure that large amounts of water on the tennis

court will not run off and affect abutting properties. A letter was submitted from a neighbor at 17 Scotch House Cove Road which was read into the record with concerns of the pool proximity to the beach, trees and woods, as well as any assurances regarding oversight of the construction.

Weston – she would like to see pool move back towards the tennis courts.

Craig Rheinhardt – suggested adding a de-watering basin on the tennis court. Ms. Frappier – a de-watering basin on the courts can be constructed.

Chm. Gray – agrees with Weston in pushing the pool back since it is being proposed closer than the existing house.

Ligor – asked about pool during the winter months. Ms. Frappier – the pool water is normally drawn down prior to putting on a cover.

Ms. Frappier – to respond to the abutter's letter, the applicant has no intent to remove trees on the property line.

No further board comment.

Mr. Hagopian – asked how far back does the board recommends to move the pool back. It was the consensus of the board to move about 10' back from the house to meet the same setbacks from the wetland boundary as the house. He asks about a section of the wetland line where it jogs towards the house. Brendan states this was the line approved when he built the house.

No further board comments, no public comment.

Brendan Mullaney – the board can continue the hearing for a new location of the pool and de-watering area on the plan or vote to approve with the condition that a revised plan be re-submitted within a certain amount of time.

Ms. Frappier – would like to keep the hearing open in case the applicant needs to make other changes.

On a motion made by Rob Palumbo and seconded by Susan Weston, the board voted 5-0 to continue the hearing until 4/18/2013 at the request of the applicant. Abstention from Paul Lelito. *Peter Holmes not present for vote at this time.*

Notices of Intent:

1) Applicant: Alfred & Maureen Kent

DEP File Number: SE7- 1832

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 27 Robin Lane, Pocasset

Proposed Project: Replace and reconfigure existing beach stairs, wooden retaining walls, and other landscape features within an AE Flood Zone, within 100 feet of a Wetland Resource Area, and within the 200' Riverfront Area

Ms. Frappier representing – applicant was before the board for bulkhead work. The property is in a cove on Pocasset River. It has an armored coastal bank. Structures are beginning to rot and applicant is looking to remove all wooden structures above the bulkhead and reconstruct. The stairs will have a slightly different configuration. The bigger significant piece involves the two sets of walls to be removed – seeking to push back and replace with two stone walls. Railroad ties above the area will be removed. There are plans to plant bayberry from the slope to the banking. The banking is currently mowed, the new plantings will be better when considering runoff. All work will be done on the coastal bank, but the area has been previously disturbed.

Brendan Mullaney – there are some maintenance and deterioration issues of existing structures. Applicant had previously been approved to replace structures in kind through past filing when work was done on the wall on the river side. Since there is a change in configuration, he advised applicant to come back and file for an additional permit. The area has been previously disturbed and the structures existed for a significant amount of time and they are looking to clean up and stabilize the area. He concurs that the project would be an improvement for the runoff. The addition of vegetation and the stone patio will aid in infiltration over what is already existing. The structures need to be replaced or repaired moving forward. No major concerns with the project.

No further board comment. No public comment.

On a motion made by Susan Weston and seconded by Betsy Kiebala, the board voted 6-0 to close the public hearing. Abstention from Paul Lelito.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1,2,3,9-12,13,16-24 and Special Conditions 4,7,8,9,20, 24 and Bylaw 4 to continue in perpetuity.

On a motion made by Susan Weston and seconded by Betsy Kiebala, the board voted 6-0 to move the Draft Order of Conditions to Final Order of Conditions. Abstention from Paul Lelito.

Chm. Gray acknowledges he does work with JC Engineering and recused himself from discussion and vote of the next four hearings. V. Chm. Craig Rheinhardt will chair the next four hearings.

Brendan Mullaney – explained these four hearings need to be voted separately and applicant must adhere to the Emergency construction easement.

2) Applicant: Robert & JO Lane

DEP File Number: SE7- 1833

Representative: JC Engineering, Inc.

Project Address: 12 Sagamore Road, Sagamore Beach

Proposed Project: Construct a stone revetment seawall and restore eroded portions of a Coastal Bank within AE and VE Flood Zones, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

Brad Bertolo – a stone revetment is being constructed to replace the existing, dilapidated stone revetment. He supplied pictures of what has been constructed so far.

Brendan Mullaney – revetment work was approved at last meeting as an Emergency Certification permit based on the fact that the combination of storms caused the banks to slide. It was prudent the contractors were able to continue in a timely fashion. The application has been made, so the permit needs to be issued, recorded and applicant will get compliance when work is complete. The work is necessary to abate the situation and have been in compliance with all rules imposed by the commission and the board of selectmen.

No board comment. No public comment.

On a motion made by Susan Weston and seconded by Betsy Kiebala, the board voted 5-0 to close the public hearing. Abstention from Paul Lelito.

Brendan Mullaney – Draft order includes all General Conditions, Special Conditions pursuant to MGL, Chapter 131, Section 40 Numbers 1-3,9,12,13,16-22,24 and Special Conditions pursuant to the Bylaw numbers 7-9.

Special Conditions 20,24 shall continue in perpetuity.

ASC-1) All work must adhere to the conditions set forth in the "Temporary Access Easement", issued by the Bourne Board of Selectmen.

On a motion made by Susan Weston and seconded by Rob Palumbo, the board voted 5-0 to move the Draft Order of Conditions to Final Order of Conditions. Abstention from Paul Lelito.

3) Applicant: Graham & Lynne Morgan

DEP File Number: SE7- 1835

Representative: JC Engineering, Inc.

Project Address: 16 Sagamore Road, Sagamore Beach

Proposed Project: Construct a stone revetment seawall and restore eroded portions of a Coastal Bank within AE and VE Flood Zones, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

Brad Bertolo – This is the furthest northern property to repair a dilapidated stonewall revetment.

Brendan Mullaney – this is the same project and work as the previous filing.

No board comment. No public comment.

On a motion made by Susan Weston and seconded by Peter Holmes, the board voted 5-0 to close the public hearing. Abstention from Paul Lelito.

Brendan Mullaney – Draft order includes all General Conditions, Special Conditions pursuant to MGL, Chapter 131, Section 40 Numbers 1-3,9,12,13,16-22,24 and Special Conditions pursuant to the Bylaw numbers 7-9.

Special Conditions 20,24 shall continue in perpetuity.

ASC-1) All work must adhere to the conditions set forth in the "Temporary Access Easement", issued by the Bourne Board of Selectmen.

On a motion made by Peter Holmes and seconded by Susan Weston, the board voted 5-0 to move the Draft Order of Conditions to Final Order of Conditions. Abstention from Paul Lelito.

4) Applicant: Michael & Lisa Bonito

DEP File Number: SE7- 1836

Representative: JC Engineering, Inc.

Project Address: 20 Sagamore Road, Sagamore Beach

Proposed Project: Construct a stone revetment seawall and restore eroded portions of a Coastal Bank within AE and VE Flood Zones, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area 2

Brad Bertolo – this is the same work as the previous hearing, work on the stone revetment.

No board comments. No public comment.

On a motion made by Susan Weston and seconded by Rob Palumbo, the board voted 5-0 to close the public hearing. Abstention from Paul Lelito.

Brendan Mullaney – Draft order includes all General Conditions, Special Conditions pursuant to MGL, Chapter 131, Section 40 Numbers 1-3,9,12,13,16-22,24 and Special Conditions pursuant to the Bylaw numbers 7-9.

Special Conditions 20,24 shall continue in perpetuity.

ASC-1) All work must adhere to the conditions set forth in the "Temporary Access Easement", issued by the Bourne Board of Selectmen.

On a motion made by Peter Holmes and seconded by Susan Weston, the board voted 5-0 to move the Draft Order of Conditions to Final Order of Conditions. Abstention from Paul Lelito.

5) Applicant: John & Therese Adams

DEP File Number: SE7- 1834

Representative: JC Engineering, Inc.

Project Address: 4 & 6 Sagamore Road, 165 Clark Road, Sagamore Beach

Proposed Project: Construct a stone revetment seawall within AE and VE Flood Zones, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

Brad Bertolo – this is the most southern property. Revetment was installed south of the stone groin.

No board comment. No public comment.

On a motion made by Susan Weston and seconded by Rob Palumbo, the board voted 5-0 to close the public hearing. Abstention from Paul Lelito.

Brendan Mullaney – Draft order includes all General Conditions, Special Conditions pursuant to MGL, Chapter 131, Section 40 Numbers 1-3,9,12,13,16-22,24 and Special Conditions pursuant to the Bylaw numbers 7-9.

Special Conditions 20,24 shall continue in perpetuity.

ASC-1) All work must adhere to the conditions set forth in the "Temporary Access Easement", issued by the Bourne Board of Selectmen.

On a motion made by Rob Palumbo and seconded by Susan Weston, the board voted 5-0 to move the Draft Order of Conditions to Final Order of Conditions. Abstention from Paul Lelito.

6) Applicant: Richard & Kelly Mastria

DEP File Number: SE7-1827

Representative: Daniel Aguiar, SITEC, Inc.

Project Address: 38 Wianno Road, Mashnee Island

Proposed Project: Construct an in-ground pool with associated walks, patio, and landscaping within a VE Flood Zone and within 100 feet of a Wetland Resource Area

(Continued from March 7, 2013)

Mr. Aguiar representing – this hearing was continued due to board questions for additional information. Read into record letter dated 4/4/13 addressing the concerns the board raised.

- a) Dr. Peter Rosen – addressing area between fence and area labeled coastal bank #1 - it is neither a dune nor a beach.

- b) Pool filtration – no backwashing required. When needed, a cartridge will be removed and replaced. A detailed system included and attached to the letter. No transfer of water or backwashing.
- c) Area in which proposing the pool was altered previously to 1996 and illustrates the wall and lawn area, the Coastal Bank was artificially created. If never have been done, entire project wall pool project would meet requirements of Wetlands Protection Act and the Bylaw Section 3.7.

Mr. Aguiar also states that he recently reviewed two other projects where pools were approved within the 50 foot setback to Coastal Bank, one on Captains Row and one on Mashnee Road at the start of the dike. For the reasons stated, he requests the board look favorable upon this proposal.

Craig Rheinhardt – asks for clarification that resource area is neither a beach nor a dune due to dredge spoils. Questions this interpretation from Dr. Rosen.

Holmes – Dr. Rosen states the DEP doesn't consider movement to classify as a dune. Asked Chm. Gray of Dr. Rosen's letter.

Craig Rheinhardt - went to the site and commented on the amount of dune grass in the area in question.

Chm. Gray – the site itself is complex. This is the location where we have a primary bank with cobbles, and a secondary bank which Dr. Rosen identified as the top of the bank, general location of another bank across the street and behind applicant's other house. The area between the fence with the retaining wall and the cobble bank which now seems disputed. The board may want to consider to have a consultant look at the whole project - hire a coastal geologist to evaluate the plan and Dr. Rosen's letter is one option. The other issue with regard to differentiating this plan from the two cited cases (Mashnee Road and Captains Row) is the is that the pools in previous cases were landward at the top of the bank within existing developed, landscaped areas. Applicant's pool is being proposed within the bank.

Weston – the bank is artificial and was built when the house was constructed?

Chm. Gray – during the previous filing, Coastal Zone Management said it met the criteria for a bank.

Brendan Mullaney – Assuming Dr. Rosen's information is accurate, it is up to the board to apply regulations and to interpret. Regardless of this area, a coastal bank is an elevated landform at the edge of a flood zone, whether manmade or naturally occurring and the project is proposed within the Coastal Bank. This is at the board's discretion.

Mr. Aguiar - construction brings a higher amount of stability and will be stabilizing the surface and not taking away stability of that bank.

No further board comment. No public comment.

Chm. Gray – recommended a revised plan – moving the pool out of the bank.

Craig Rheinhardt – reemphasizes that Dr. Rosen doesn't address the beach grass in the area he states is not a dune.

On a motion made by Rob Palumbo and seconded by Peter Holmes, the board voted 5-0 to continue the hearing until 5/2/2013 at the request of the applicant. Abstention from Paul Lelito and Betsy Kiebala.

At this time, Holmes excused himself from tonight's meeting.

Chm. Gray acknowledges he does work with JC Engineering and recused himself from discussion and vote. V. Chm. Craig Rheinhardt will chair the next hearing.

Request to Amend Order of Conditions:

1) Applicant: Thomas LeBlanc

DEP File Number: SE7- 1773

Representative: JC Engineering, Inc.

Project Address: 45 Cove Lane, Pocasset

Proposed Project: Amend Order of Conditions to revise design of the in-ground pool within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Brad Bertolo representing – this Order was approved back in 2011 for construction of a single-family dwelling with a detached garage, in-ground pool, septic, patio area and landscaping. Applicant looking at pre-fabricated panels to construct the pool and install a safety pool cover (which is inside of the pool). Proposed pool construction would decrease the amount of runoff from the patio area. The pool area is 1.3' closer to an isolated wetland. There are no changes to the previous grading and is decreasing the amount of patio area.

Lelito – asked if the amendment violates the 50' buffer zone. Brendan Mullaney – yes it does violate buffer zone.

Craig Rheinhardt – asked if applicant can push back the pool toward the house to bring back to compliance. There is a 6' separation from the house and pool now.

Brendan Mullaney – the board has allowed a violation of the 50' bylaw in the past when structures already exist in this area. In this situation, a thorough review was conducted and they fit the project as tightly as they could given the constraints.

Weston – there is a violation of the 50' setback.

Lelito – from a regulatory standpoint this is an issue; from an environmentally standpoint it is not really an issue.

Craig Rheinhardt – we cannot allow pool to go beyond a 50' setback. She suggested the applicant look at other options.

Mr. Bertolo stated they would agree to a continuance to look at other options.

No further board comments. No public comment.

On a motion made by Rob Palumbo and seconded by Paul Lelito, the board voted 6-0 to continue the hearing until 4/18/2013 at the request of the applicant.

Chm. Gray took his seat as chair for the rest of the meeting.

Request to Extend Order of Conditions:

1) Applicant: Susan Abbe

DEP File Number: SE7-1098

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: Lots 41 & 45 Winsor Road, Hospital Cove, Cataumet

Proposed Project: Storage of floats within the Winsor Road cove area during the winter season within a Wetland Resource Area

Brendan Mullaney – these requests originally began in the 1990s and have been granted by the board in the past – this would be the 6th request. No adverse impact. He visited the site and concurs.

Kiebala – asked if there are any proposed changes. There will be no changes in the area.

No further board comments. No public comment.

On a motion made by Susan Weston and seconded by Betsy Kiebala, the board voted unanimously to grant the extension.

Other Business:

► Peter Meier – one of the goals of the Selectmen was to oversee boards and appointed commissions. He was tasked to complete this goal and has been attending various board meetings to see how they function. He added this is the most efficient board he has seen and commented on how the board presents itself. The board thanked Mr. Meier for his comments.

► Conflict of Interest Law – Certificate of Completion

Chm. Gray – informed the board to bring themselves up-to-date.

► Rule of Necessity - Discussion

Chm. Gray – in taking the Conflict of Interest test, he noticed *elected* members is referenced when discussing the Rule of Necessity. The Conservation Commission doesn't have elected members, rather appointed members. Secondly, in another section, it references a *member* of any board. Part of the Conflict of Interest states that the Rule of Necessity isn't a law and is not anything but a procedure judges have cited in court cases as allowable. Using the Rule of Necessity is not violating anything, but he would be reluctant to utilize before clarification from Town Counsel.

On a motion made by Betsy Kiebala and seconded by Susan Weston, the board unanimously to authorize Brendan Mullaney to contact Town Counsel for clarification of the Rule of Necessity.

► Approval of Minutes – March 7, 2013

On a motion made by Susan Weston and seconded by Martha Craig Rheinhardt, the board voted 6-0 to to approve minutes of 3/7/13. Abstention from Betsy Kiebala.

► Vote – Excuse Absent Members, if necessary

All members present, item not necessary

► Any other business that may legally come before the Commission

► Report of the Conservation Agent

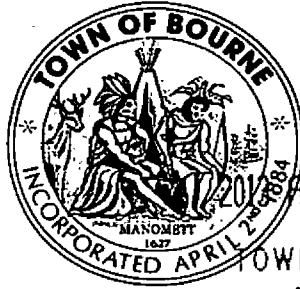
► Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99

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

On a motion made by Rob Palumbo and seconded by Susan Weston, the board unanimously to adjourn. Meeting adjourned at 9:05 pm.

Respectfully submitted,

Lisa Groezinger, sec.



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TOWN CLERK'S OFFICE
BOURNE MASS

CONSERVATION COMMISSION AGENDA (Amended)

Thursday, April 18, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

1) **Applicant:** James & Shelley McMahon **File Number:** CC13-16
Representative: Stephen Doyle & Associates
Project Address: 14 Canal View Road, Buzzards Bay
Proposed Project: Remove existing detached garage and construct new attached garage within an AE Flood Zone
Hearing Under State Act Only

2) **Applicant:** Michael McGovern **File Number:** CC13-17
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 1 Old North Road, Pocasset
Proposed Project: Construct an open wooden deck within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Applicant: Nubar Hagopian **File Number:** CC13-15
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 18 Scotch House Cove Road, Cataumet
Proposed Project: Install an in-ground swimming pool, patio, hot tub, and fencing within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area
(Continued from March 21, 2013)

4) **Applicant:** Town of Bourne **File Number:** CC13-18
Representative: Brendan Mullaney
Project Address: Off Buttermilk Way, Buzzards Bay
Proposed Project: Repair existing licensed stone wall within a VE Flood Zone and within 100 feet of a Wetland Resource Area

7:10) Notices of Intent:

1) **Applicant:** David & Jill Fachetti **DEP File Number:** SE7-
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 16 Scotch House Cove Road, Cataumet
Proposed Project: Restore area of salt marsh, remove existing steps and replace with wooden walk, install roll-up boardwalk for beach access, remove invasives and install native groundcover, shrubs, and trees, and install driveway drainage swale within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

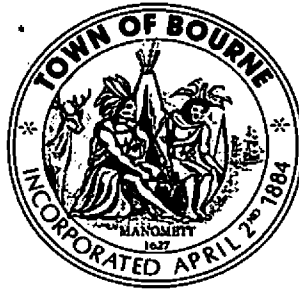
- 2) **Applicant:** DPD Realty Trust **DEP File Number:** SE7-
Representative: Bracken Engineering, Inc.
Project Address: 290 Shore Road, Bourne
Proposed Project: Replace existing soil absorption system within an AE Flood Zone, within 100 feet of a Wetland Resource Area, and within the 200' Riverfront Area
- 3) **Applicant:** Barbara Thibault **DEP File Number:** SE7-
Representative: JC Engineering, Inc.
Project Address: 66 Sagamore Road, Sagamore Beach
Proposed Project: Reconstruct a stone revetment seawall within an AE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area
- 4) **Applicant:** Richard & Kelly Mastria **DEP File Number:** SE7-1827
Representative: Daniel Aguiar, SITEC; Inc.
Project Address: 38 Wianno Road, Mashnee Island
Proposed Project: Construct an in-ground pool with associated walks, patio, and landscaping within a VE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from March 21, 2013)

Request to Amend Order of Conditions:

- 1) **Applicant:** Thomas LeBlanc **DEP File Number:** SE7- 1773
Representative: JC Engineering, Inc.
Project Address: 45 Cove Lane, Pocasset
Proposed Project: Amend Order of Conditions to revise design of the in-ground pool within a VE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from March 21, 2013)

Other Business:

- ▶ Request for advisory opinion / informal discussion – potential water line utility to Bassetts Island
- ▶ Approval of Minutes – March 21, 2013
- ▶ 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



2013 APR 11 PM 3 58

TOWN CLERK'S OFFICE
BOURNE, MASS

CONSERVATION COMMISSION AGENDA

Thursday, April 18, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** James & Shelley McMahon **File Number:** CC13-16
Representative: Stephen Doyle & Associates
Project Address: 42 Canterbury Lane, East Falmouth, MA 02536
Proposed Project: Remove existing detached garage and construct new attached garage within an AE Flood Zone
Hearing Under State Act Only

- 2) **Applicant:** Michael McGovern **File Number:** CC13-17
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 1 Old North Road, Pocasset
Proposed Project: Construct an open wooden deck within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 3) **Applicant:** Nubar Hagopian **File Number:** CC13-15
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 18 Scotch House Cove Road, Cataumet
Proposed Project: Install an in-ground swimming pool, patio, hot tub, and fencing within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area
(Continued from March 21, 2013)

- 4) **Applicant:** Town of Bourne **File Number:** CC13-18
Representative: Brendan Mullaney
Project Address: Off Buttermilk Way, Buzzards Bay
Proposed Project: Repair existing licensed stone wall within a VE Flood Zone and within 100 feet of a Wetland Resource Area

7:10) Notices of Intent:

- 1) **Applicant:** David & Jill Fachetti **DEP File Number:** SE7-
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 16 Scotch House Cove Road, Cataumet
Proposed Project: Restore area of salt marsh, remove existing steps and replace with wooden walk, install roll-up boardwalk for beach access, remove invasives and install native groundcover, shrubs, and trees, and install driveway drainage swale within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

- 2) **Applicant:** DPD Realty Trust **DEP File Number:** SE7-
Representative: Bracken Engineering, Inc.
Project Address: 290 Shore Road, Bourne
Proposed Project: Replace existing soil absorption system within an AE Flood Zone, within 100 feet of a Wetland Resource Area, and within the 200' Riverfront Area
- 3) **Applicant:** Barbara Thibault **DEP File Number:** SE7-
Representative: JC Engineering, Inc.
Project Address: 66 Sagamore Road, Sagamore Beach
Proposed Project: Reconstruct a stone revetment seawall within an AE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area
- 4) **Applicant:** Richard & Kelly Mastria **DEP File Number:** SE7-1827
Representative: Daniel Aguiar, SITEC, Inc.
Project Address: 38 Wianno Road, Mashnee Island
Proposed Project: Construct an in-ground pool with associated walks, patio, and landscaping within a VE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from March 21, 2013)

Request to Amend Order of Conditions:

- 1) **Applicant:** Thomas LeBlanc **DEP File Number:** SE7- 1773
Representative: JC Engineering, Inc.
Project Address: 45 Cove Lane, Pocasset
Proposed Project: Amend Order of Conditions to revise design of the in-ground pool within a VE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from March 21, 2013)

Other Business:

- ▶ Request for advisory opinion / informal discussion – potential water line utility to Bassetts Island
- ▶ Approval of Minutes – March 21, 2013
- ▶ 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

Thursday, April 18, 2013 ~ 7 pm ~

Lower Conference Room

Bourne Town Hall

2013 MAY 30 PM 3 23

TOWN CLERK'S OFFICE
BOURNE, MASS

Members present: Chairman Bob Gray, Peter Holmes, Robert Palumbo, Susan Weston and Alternate member Thomas Ligor.

Member(s) absent: Martha Craig Rheinhardt, Paul Lelito, Betsy Kiebala, Peter Holmes

Brendan Mullaney, Conservation Agent

Public present: James Mulvey, Barbara Frappier, Paul Gately, Don Bracken, David Delancey, Margie Cugini, Vincent DiClemente, Joseph Saggese, Neil Langille, Barbara McMakin, Sandra Ferolito, Joseph Ferolito, Phyllis Vass, Bob Vass, Dave Fachetti, Theresa Sprague, Don Perry, Barbara Thibault

Call to Order

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) Applicant: James & Shelley McMahon

File Number: CC13-16

Representative: Stephen Doyle & Associates

Project Address: 42 Canterbury Lane, East Falmouth, MA 02536

Proposed Project: Remove existing detached garage and construct new attached garage within an AE Flood Zone. Hearing Under State Act Only

Stephen Doyle representing – seeking to build a 2-car garage with living space above. Elevation is 14 in the AE zone. Also looking to incorporate new deck into existing elevated deck with access above and below deck.

No board comment. No public comment.

Brendan Mullaney – this is a relatively flat, developed lot. There are wetlands over to the southwest of the property that are well outside the 100 foot buffer zone. No other concerns with the project.

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

2) Applicant: Michael McGovern

File Number: CC13-17

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 1 Old North Road, Pocasset

Proposed Project: Construct an open wooden deck within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Ms. Frappier representing – applicant has existing wooden deck which will be removed. All work to be done by hand to install sauna tubes.

Brendan Mullaney – expansion of existing deck will be no closer to the resource than currently exists. There is a small stream to the north of the dwelling which project will have no impact. This is a developed lot. No concerns with project. There will be more work done, but not at this time.

No board comment. No public comment.

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

3) Applicant: Nubar Hagopian

File Number: CC13-15

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 18 Scotch House Cove Road, Cataumet

Proposed Project: Install an in-ground swimming pool, patio, hot tub, and fencing within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

(Continued from March 21, 2013)

This application is withdrawn at the applicant's request.

4) Applicant: Town of Bourne

File Number: CC13-18

Representative: Brendan Mullaney

Project Address: Off Buttermilk Way, Buzzards Bay

Proposed Project: Repair existing licensed stone wall within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Brendan Mullaney representing – found a license from 1878 for existing wall – shows a number of historical photographs and aerials of the property. There is a stone wall that is serving as a

jetty or groin on the northerly side of Taylor's Point side off of Buttermilk Way. Due to age of the wall, part of it has started to break off in chunks. Mortar will be used for parts that have started to fall out. Looking to shore up the wall for safety and aesthetics. Marine grade concrete will be used to piece back some stones that have fallen off.

Ligor – asked if existing stones would be used. Brendan Mullaney – a small track excavator will be used for some stones for a short time period with minimal work.

No further board comments. No public comments.

Neil Langille - in favor of getting this repaired to what it used to be.

Paul Gately – asked how long the structure is. Brendan Mullaney – 30 feet but there are no plans to rebuild the end portion.

Mary DeClementei – seasonal resident who is in favor of the project due to it being a safety issue.

No further public comment.

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

Question from the audience about timing of the project

Brendan Mullaney – once funds are allocated, it should take a few days to complete. Tonight we are just securing the permit, the funds will have to be made available from other town departments.

Notices of Intent:

1) Applicant: David & Jill Fachetti

DEP File Number: SE7-1838

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 16 Scotch House Cove Road, Cataumet

Proposed Project: Restore area of salt marsh, remove existing steps and replace with wooden walk, install roll-up boardwalk for beach access, remove invasives and install native groundcover, shrubs, and trees, and install driveway drainage swale within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area 2

Barbara Frappier representing – also present are Theresa Sprague from Blue Flax Design and applicant Davide Fachetti. The main focus began with restoring the salt marsh. Applicant looking to install a walkway with a little railing for safety issues. There is a drainage issue at the property as it freezes in the cooler months. There is a low impact design for drainage creating a slight swale. Applicant may add a trench drain in the future which will be a gravity flow system.

Ms. Sprague – areas addressed are salt marsh and coastal bank with supporting storm damage control. Salt marsh has no adverse impact. Projects other than elevated walkways have no adverse impacts. Existing conditions are high and low marsh. There are defined areas that won't support lawn grass due to salinity. Applicant proposing to clear the area along the high marsh of invasives and restore with native wooded vegetation and adding some flat grass and spike grass to the tidal flat. In addition, applicant proposing a roll out board walk to define a foot path from the back yard to the beach to improve access from the house. The goal is to restore the high marsh vegetation.

Holmes – asked about the tidal flat plan. Ms. Sprague – the area is void of vegetation with some sea lavender. Applicant is proposing plants that will tolerate high salinity levels.

Ligor – asked how wide the roll out will be about. Ms. Frappier – it will be 3'-4'.

Ligor – asked about the high tide under storm conditions. Mr. Fachetti – only storm tides come over the beach, in 1938 the water was in the house.

Ms. Frappier – commented on how appreciative she is of the Fachettis taking the time to restore the area.

Brendan Mullaney – this is a refreshing project overall. It is a rehabilitation of structure and restoration of the marsh and surrounding area. Project meets all conditions. Restoring the salt marsh is a real benefit to the area.

No further board comment. No public comment.

On a motion made by Peter Holmes and seconded by Susan Weston, the board voted unanimously to close the public hearing.

Brendan Mullaney – the landscape plan is listed as plan of record. The site plan is listed as secondary plan.

Draft order includes all General Conditions, Special Conditions pursuant to MGL c.131 s.40 numbers 1,2,3,9,12,13,16-24; Bylaw Conditions 4,7,8,9; Special Conditions 20 and 24, Bylaw Condition 4 to continue in perpetuity.

Weston, added special condition - in event of a declared hurricane, applicant to roll up and remove walkway.

On a motion made by Susan Weston and seconded by Peter Holmes, the board voted unanimously to move the draft order to final.

At this time, Chm. Gray explained he has done work in the past with Bracken Engineering. Normally he would recuse himself from discussion and vote. However, if he does step down, there will be no quorum. Out of Rule of Necessity, he will sit on the matter as long as there is no opposition. No opposition from the public.

2) Applicant: DPD Realty Trust

DEP File Number: SE7-1837

Representative: Bracken Engineering, Inc.

Project Address: 290 Shore Road, Bourne

Proposed Project: Replace existing soil absorption system within an AE Flood Zone, within 100 feet of a Wetland Resource Area, and within the 200' Riverfront Area

Mr. Don Bracken representing – replace existing septic system site. The site itself is subject to multiple resource areas. The current system has failed as of 4-5 weeks ago, this was discovered during regular maintenance. Plan submitted received a preliminary design of the fast system – 9.0 system. Since the application was submitted, the system will now be a 4.5 system. The new system is known for replacing systems in restaurants that have had issues with septic with great success. Total square footage of system is increased by 10%.

Holmes – asked how long the life expectancy is. Mr. Bracken – hopefully a good 15 years. He said another benefit to this system is having a collection line that goes to a manhole – can check if any water starting to build up.

Brendan Mullaney – this project is being done out of necessity. This River Front Act is not applicable in this case, as existing septic systems are allowed an exemption.

Ligor – asked how much of the parking lot taken up by leaching field as he was concerned about the stockpiling of rocks and dirt. Mr. Bracken – there is some room for stocking piling but most material will need to be removed and some will be brought in.

Fred Murphy – asked if this new system will clear the scent of the cooking grease due to the shift of the winds. Mr. Bracken – suggested it could be the exhaust fans and not the septic.

Ms. Murphy – concerned with the parking lot safety.

No further board comment. No further public comment.

On a motion made by Peter Holmes and seconded by Susan Weston, the board voted unanimously to close the public hearing.

Brendan Mullaney – Draft order includes all General Conditions, Special Conditions pursuant to MGL c. 131 s.40 Numbers 1-4,9,10,12,14,16-24; Special Conditions pursuant to the Bylaw 7,8,9; Special Conditions 20, 24 shall continue in perpetuity.

On a motion made by Susan Weston and seconded by Peter Holmes, the board voted unanimously to move the draft order to final.

At this time, Chm. Gray explained he has done work in the past with JC Engineering. Normally he would recuse himself from discussion and vote. However, if he does step down, there will be no quorum. Out of Rule of Necessity, he will sit on the matter as long as there is no opposition. No opposition from the public.

3) Applicant: Barbara Thibault

DEP File Number: SE7-_____ (no file number at this time)

Representative: JC Engineering, Inc.

Project Address: 66 Sagamore Road, Sagamore Beach

Proposed Project: Reconstruct a stone revetment seawall within an AE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area.

Mr. Mike Pimental representing – extends from southern property line up to the stairs that go down the beach. Proposing a new revetment. 1 – 1 ½ slope extending up to the stairs. Replacing what is there with a new revetment. Field card of property shows house was built in 1900.

No board comments.

Brendan Mullaney – Standard revetment project, similar to the numerous ones approved on Sagamore Road. There is a decent amount of stock pile of stones already on the site from the existing revetment. There is a case for repairing, but not an emergency factor as was the case with some of the other properties. There is no file number for the project. The next meeting is 5/2/13 and doesn't know how to expedite before the summer season begins.

Chm. Gray – asked about the Selectmen's 5/9/13 deadline. Brendan Mullaney – time to get everything cleaned up and beaches back for the Memorial Day weekend. Pinnacle will work with what timeframe they are given. Brendan Mullaney – suggested asking the Selectmen as a formality to extend completion by a week.

Hearing continued at applicant's request to 5/2/13 due not having a DEP File number.

4) Applicant: Richard & Kelly Mastria

DEP File Number: SE7-1827

Representative: Daniel Aguiar, SITEC, Inc.

Project Address: 38 Wianno Road, Mashnee Island

Proposed Project: Construct an in-ground pool with associated walks, patio, and landscaping within a VE Flood Zone and within 100 feet of a Wetland Resource Area

(Continued from March 21, 2013)

This application was continued to 5/2/13 meeting and not tonight.

Request to Amend Order of Conditions:

1) Applicant: Thomas LeBlanc

DEP File Number: SE7- 1773

Representative: JC Engineering, Inc.

Project Address: 45 Cove Lane, Pocasset

Proposed Project: Amend Order of Conditions to revise design of the in-ground pool within a VE Flood Zone and within 100 feet of a Wetland Resource Area

(Continued from March 21, 2013)

Application withdrawn at applicant's request.

Other Business:

► Request for advisory opinion/informal discussion – potential water line utility to Bassetts Island

Ms. Barbara Frappier – fact finding exercise. We want to see if there are any show stoppers from the board. Fire protection and adequate water supplies are an issue on the island.

Mr. Andy Campbell – Bourne Water District – a large meter pit will be installed and in the pit is a 8" meter with 8" backflow. The owners of the property would own and be responsible from the face of the pit all the way to the island. The District designs, approves and oversees construction. From the standpoint of conservation and the land there may be the issue. Directional drilling will send the bit over and will fuse pipe together (one continuous pull). The pipes will be high density polyethylene material.

Mr. Campbell - the pit would be 8'x5'x5 – 5 ½' deep. He will take a picture and send to Brendan Mullaney. With regard to the conservation land, the height and distance are the issues.

Ligor – asked about a fire hydrant and training. Brendan Mullaney – the Fire Department would utilize the hydrant.

Chm. Gray – the pit can be flushed to the ground. It can be constructed recessed flushed to the ground so certain amount of a cover can be placed there so it doesn't stick out like an aluminum cover. Mr. Campbell – need get access for backflow testing and in case of failure or for maintenance. Suggested putting below the ground to add a 2'x4' wood deck and lagged to the concrete top. Water tight cover would need to be installed.

Ms. Frappier – Flaherty's are the only ones considering at this time.

Brendan Mullaney – suggested staying within Circuit Road layout. Going underneath conservation land is less of an issue. An attorney will need to draft a utility easement and Town Counsel will have to review.

Campbell – the pit can be driven upon by vehicles.

Mr. James Mulvey – suggested conceptual drawings showing land, owners, elevations. Mr. Campbell - 90-95 psi would be the water pressure.

Brendan Mullaney – this project will entail substantial permitting. He suggests dealing with the town first. Ms. Frappier - dealing with the Army Corps, DEP Waterways, CZM and Natural Heritage.

Ms. Frappier thanks the board for discussing the issue.

Enforcement Order

Brendan Mullaney – spoke with Chm. Gray and sent out enforcement order. Ms. Murphy owner of the house apologized for situation. Most of the vegetation was clear cut from the area was removed (bittersweet, poison ivy within the coastal bank area). Landscapers were SKB, they believed they had permission to do so but that is not correct. He suggested a Planting Restoration Plan for the property and for the board to ratify enforcement order.

Ms. Murphy - Purchased the house in October 2012. She takes responsibility and states she was given misinformation. The plan was to remove the poison ivy, clean up and plant indigenous plants. She would hire another landscaper to do the work and would keep the planting simple with sea grass and ground coverings.

Brendan Mullaney – he suggested a Restoration Plan to be submitted under the Endorsement Order or require a separate filing to resolve the situation. He added the homeowners are cooperative.

Chm. Gray – suggested to applicant they call Ms. Theresa Sprague for planting for direction.

On a motion made by Susan Weston and seconded by Tom Ligor, the board voted unanimously to ratify the Enforcement Order.

Brendan Mullaney – discuss resolution under the Enforcement Order when brought up at a future meeting.

► Approval of Minutes – March 21, 2013

On a motion made by Susan Weston and seconded by Tom Ligor, the board voted unanimously to approve minutes of 3/31/13.

► Vote – Excuse Absent Members, if necessary

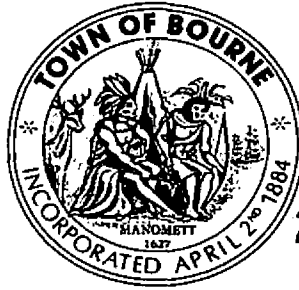
On a motion made by Susan Weston and seconded by Tom Ligor, the board voted unanimously to excuse absent members Martha Craig Rheinhardt, Betsy Kiebala, Paul Lelito and Rob Palumbo.

- ▶ 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

On a motion made by Susan Weston and seconded by Tom Ligor, the board voted unanimously to adjourn. Meeting adjourned at 9:00 pm.

Respectfully submitted,
Lisa Groezinger, sec.



2013 APR 25 PM 3 30

TOWN CLERK'S OFFICE
CONSERVATION COMMISSION AGENDA
Bourne, Mass.
Thursday, May 2, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Trust of Lorraine & Anthony Linn **File Number:** CC13-19
Representative: Shawn MacInnes, PE
Project Address: 190 Presidents Road, Gray Gables
Proposed Project: Repair and upgrade existing septic system within an AE Flood Zone and within 100 feet of a Wetland Resource Area
- 2) **Applicant:** Claire Salley **File Number:** CC13-20
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 8 Sherman Lane, Pocasset
Proposed Project: Upgrade failed septic system to new Title V system, including associated landscaping and grading within an AE Flood Zone
Hearing Under State Act Only

7:10) Notices of Intent:

- 1) **Applicant:** Charles & Ellen Buchanan **DEP File Number:** SE7-
Representative: Bracken Engineering, Inc.
Project Address: 24 Massasoit Avenue, Pocasset
Proposed Project: Demolition of existing garage, construction of single family dwelling with associated septic system, landscaping, and mitigation plantings within an AE Flood Zone and within 100 feet of a Wetland Resource Area
- 2) **Applicant:** Raymond Yorke **DEP File Number:** SE7-
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 449 Barlows Landing Road, Pocasset
Proposed Project: Renovate existing dwelling including installation of new Title V septic system, associated grading, landscaping, utilities, and other appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area
- 3) **Applicant:** Barbara Thibault **DEP File Number:** SE7-1839
Representative: JC Engineering, Inc.
Project Address: 66 Sagamore Road, Sagamore Beach
Proposed Project: Reconstruct a stone revetment seawall within an AE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area
(Continued from April 18, 2013)

4) **Applicant:** Richard & Kelly Mastria **DEP File Number:** SE7-1827
Representative: Daniel Aguiar, SITEC, Inc.
Project Address: 38 Wianno Road, Mashnee Island
Proposed Project: Construct an in-ground pool with associated walks, patio, and landscaping within a VE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from March 21, 2013)

Other Business:

- ▶ Violation – unauthorized cutting of trees, 67 Tahanto Road
- ▶ Woods Forum in Bourne/Falmouth - Tuesday, May 14, 2013
- ▶ Approval of Minutes – April 4, 2013
- ▶ 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

Thursday, May 2, 2013 ~ 7 pm ~

Lower Conference Room

Bourne Town Hall

2013 JUN 13 PM 12.19

TOWN CLERK'S OFFICE

BOURNE, MASS

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

Member(s) absent: Paul Lelito

Brendan Mullaney, Conservation Agent

Public present: James Mulvey, Joseph Agrillo, Jr., Joseph Agrillo, Sr., Barbara Frappier, Shawn MacInnes, Kelly & Rick Mastria, Don Bracken, Zac Basinski, Ellen & Charles Buchanan, Don Perry, John Curry

Call to Order

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.

List of Documents

None.

Requests for Determination of Applicability:

1) Applicant: Trust of Lorraine & Anthony Linn

File Number: CC13-19

Representative: Shawn MacInnes, PE

Project Address: 190 Presidents Road, Gray Gables

Proposed Project: Repair and upgrade existing septic system within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Shawn MacInnes representing - installing 1,000 gallon chamber. New leaching is one foot above grade and will be graded with a small landscaped wall 12 inches high which they will grade out.

Brendan Mullaney – there is a marsh to the rear of property. System upgrade will be an improvement for the area, project is as far from the wetland as the lot allows and will be an improvement over existing conditions. No concerns with the project.

No board comment. No public comment.

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

2) Applicant: Claire Salley

File Number: CC13-20

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 8 Sherman Lane, Pocasset

Proposed Project: Upgrade failed septic system to new Title V system, including associated landscaping and grading within an AE Flood Zone

Hearing Under State Act Only

Barbara Frappier representing – proposing a 4-bedroom dwelling with a 1500 gallon tank to new leaching field as shown on the plan. No other work is proposed.

Brendan Mullaney – there are no other jurisdictional resource areas within 100 feet of the project. Received a letter from a direct abutter at 451 Barlows Landing who has no objection but would like to put into the conditions of not allowing vehicles to block the driveway. No concerns with the project.

No board comment. No public comment.

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

At this time, Chm. Gray stepped down from discussion and vote. V. Chm. Craig will Chair for the next hearing.

7:10) Notices of Intent:

1) Applicant: Charles & Ellen Buchanan

DEP File Number: SE7-

Representative: Bracken Engineering, Inc.

Project Address: 24 Massasoit Avenue, Pocasset

Proposed Project: Demolition of existing garage, construction of single family dwelling with associated septic system, landscaping, and mitigation plantings within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Don Bracken representing – existing lot has no dwelling, except for a garage on the lot. The garage has been there since the 1930s with no septic, no water connection. The issue to address the Enforcement Order for grass clippings and landscape debris close to the resource area that has since been removed. Looking for feed back or approval of the resource areas. The lot is a buildable lot according to Zoning requirements meeting minimum setback and size requirements. There is a salt marsh on northeast and the entire site is within the AE zone. He doesn't anticipate any special permits or variances with the house. A deck will be built at the rear and has been set to meet the 50 FT setback. Septic is in front of the lot – perc test was done 3-4 years ago. A raised septic will incorporate drip irrigation system (6 inches of cover and ¾ inch in diameter of pipe).

Proposed conditions of mitigation plantings (address enforcement order still on the property) natural shrub type plantings rugosa, blueberry, arrowhead. Area left will be the lawn area. At the easterly property line proposing row of cedar trees.

Brendan Mullaney – a few years ago he was notified of a possible violation of clippings adjacent to the marsh. Applicant cleaned the area and put in plantings in the area. Last fall he was notified of the dumping of additional grass clippings which warranted an enforcement order due to this being the second time. Applicant has been cooperative and the debris was removed from area and was satisfactorily addressed. With regard to the proposal, an abutter questions how this is a buildable lot – this is determined by the building inspector; also questioned design specs of septic - this will have to defer to the BOH. Two abutters sent correspondences (read into record at the end of discussion). One thing raised is how the coastal bank is established as it is difficult to see.

Zac Basinski from Bracken Engineering – the coastal bank is based from the figures from the DEP and the slopes and based on the survey. Per Conservation regulations, the house meets 50 FT setback. It is tight at 50.3 FT at closest point and reiterates other issues outside purview of this board.

Palumbo – asked about the coastal bank. Don Bracken – it is graded 10:1. There is a break between the developed lots; the backyard and salt marsh are distinct.

Brendan Mullaney – if the board would like to conduct a site visit, this will be fine as this application will have to be continued due to not having a file number from the state.

Craig Rheinhardt – asked about the plantings being shrubs only. Don Bracken – applicant will add mulch and shrubs and will let come in naturally. Craig Rheinhardt asked if there was access to the salt marsh. Don Bracken – applicant is not proposing any access as they are trying to create a natural buffer to protect the salt marsh.

Brendan Mullaney – may want to keep a 4 FT path to the marsh. Applicant (Charles Buchanan)– may keep the path to clean refuge that washes in.

No further board comments.

Brendan Mullaney – 1st letter read into record by Tom Whitehill at 322 Circuit Road stating he doesn't feel it is a good idea to build a home on the marsh side as it is bad for the health of the marsh.

Brendan Mullaney – 2nd letter read into record by Michael Blaha with questions for the board: 1) what is the location of the top of the coastal bank and recommended the board to view coastal bank; 2) conventional septic system concerns of the retaining wall - the board will defer to the BOH. Don Bracken – applicant addressed a different Title V system to make sure there is space to install regular system; and 3) he feels the east side is not a buildable lot - the board will defer to the Building Inspector.

Don Bracken – to answer the first question, the property lines are defined by straight lines. No evidence of the lines being set by the edge of the marsh. Coastal Bank questions have already been addressed.

No public comment.

On a motion made by Rob Palumbo and seconded by Susan Weston, the board voted unanimously to continue hearing to 6/6/13 due to no file number.

Craig Rheinhardt – to avoid having to post a meeting, she suggested board members go by themselves to conduct a site visit. A transect in the field showing the bank will be done Bracken in about a week.

At this time, Chm. Gray returns to the meeting as Chairman.

2) Applicant: Raymond Yorke

DEP File Number: SE7-1840

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 449 Barlows Landing Road, Pocasset

Proposed Project: Renovate existing dwelling including installation of new Title V septic system, associated grading, landscaping, utilities, and other appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Barbara Frappier representing – this is at the end of Barlows Landing Road and is a legal two-family home. The family has owned for generations and is looking to renovate - mostly interior and some exterior - aside from shingles, putting in an extra foundation. The house is compliant with FEMA. Looking to install a new 6-bedroom Title V septic system and have all applicable setbacks. Applicant is looking for input as the plans show two coastal banks - one adjacent to the beach and the other comes up to the stone wall.

Brendan Mullaney – if the surveyors stated both banks meet the criteria, both are coastal banks – a primary and secondary coastal bank.

Barbara Frappier – there will be no increased bedrooms and no expansion of footprints.

No board comments.

Brendan Mullaney – there are needs of repair and maintenance. The new septic would be an improvement over existing conditions. Project is proposed no closer than it currently exits to the coastal bank. The slopes concur with the plans. No other concerns with this project.

Suzanne Murphy – asked to see the plans. She was not notified as an abutter. Barbara Frappier – she used the Assessor's abutter list. Ms. Murphy submitted a letter for the record requesting no work to be done in the driveway and not to be blocked. She would like the matter to be continued since she was not notified.

Chm. Gray – states that doesn't any reason to continue, she is here participating this evening. But would like her to check with the Assessor's Office as to why she is not on the abutters list.

Ms. Murphy – concerned about run off.

Barbara Frappier – the lot slopes a little in the front and will use siltation barriers as necessary – the builder runs a neat jobsite.

Ms. Murphy – raised issue with the existing 8 FT hedge. Chm. Gray – not under the board's purview.

No further public comment.

Brendan Mullaney –letter from the property owner, Mr. Yorke was entered into record. The hedge has been maintained at the same height and there has never been a complaint about the hedge. They never restricted access and learned of this issues yesterday.

On a motion made by Peter Holmes and seconded by Susan Weston, the board voted unanimously to close public hearing.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 13, Section 140 and Special Conditions 1-5,9,10,13,16-24 and Special Conditions 4,6,7,8,9,20-24 and Bylaw 4 to continue in perpetuity. He can add siltation and erosion controls as additional conditions.

On a motion made by Susan Weston and seconded by Robert Palumbo, the board voted unanimously to move Draft Order to Final Order.

At this time, Chm. Gray stepped down as Chair from discussion and vote and V. Chm. Craig Rheinhardt to Chair.

3) Applicant: Barbara Thibault

DEP File Number: SE7-1839

Representative: JC Engineering, Inc.

Project Address: 66 Sagamore Road, Sagamore Beach

Proposed Project: Reconstruct a stone revetment seawall within an AE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

(Continued from April 18, 2013)

Don Perry representing applicant – continued for file number only.

No board comment. No public comment.

On a motion made by Peter Holmes and seconded by Betsy Kiebala, the board voted unanimously to close public hearing. Abstention from Martha Craig Rheinhardt.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1,2,3,9,12,13,16-24 and Special Conditions 7,8,9. No special conditions at this time but can add, if necessary.

On a motion made by Susan Weston and seconded by Peter Holmes, the board voted unanimously to move Draft Order to Final Order.

Chm. Gray back as Chair.

4) Applicant: Richard & Kelly Mastria

DEP File Number: SE7-1827

Representative: Daniel Aguiar, SITEC, Inc.

Project Address: 38 Wianno Road, Mashnee Island

Proposed Project: Construct an in-ground pool with associated walks, patio, and landscaping within a VE Flood Zone and within 100 feet of a Wetland Resource Area

(Continued from March 21, 2013)

Kelly Mastria representing herself – last meeting the board suggested moving the pool to different location. Plans handed to the board. Contained all activities within the existing concrete wall, using existing fences and stairs. Nothing will be outside the wall. The shape of the pool has changed. Coastal bank #2 – existing patio is at elevation 16.8 and existing patio on the grass is at elevation 15.5. The apron, patio and pool, upon completion, will sit at elevation 18. The plan allows coastal bank to wrap around the pool so it sits at coastal bank #2.

Chm. Gray – new pool becomes #3 and landward of the secondary bank. Newly created wall is a tertiary bank and what was #2 is realigned with new construction. Moved the coastal bank and everything seaward of coastal bank is now landward. He feels this is the best solution and is comfortable with the design.

Brendan Mullaney – re-emphasized the project is within a poured concrete wall regardless of elevation of wall, still have 50 FT setback from primary coastal bank. Probably serve to give additional storm protection to the property. Given site constraints and what done with revising the plans with guidance with the board, feels the project can move forward if the board is comfortable with the design.

Mr. Mulvey – what is there now as protection would be protection after the project. What is the difference between existing vs. proposed. Chm. Gray – in both cases the elevations are below the VE elevation that is mapped and it wouldn't make a difference between existing and proposed. This is actually getting a rip rap slope and would have a more stable situation than the grassed area. Brendan Mullaney – yes, this area is an artificial mound that is grassed. Same landform has been moved and armored with stone. It is affording additional protection than what currently exists.

Ligor – asked where will the water go to get pumped down. Brendan Mullaney – the pool uses a salt based chlorine system. Applicant – will ask the pool company and said the board can add as a condition if needed. Applicant to get answer from the pool company.

On a motion made by Robert Palumbo and seconded by Susan Weston, the board voted unanimously to close public hearing.

Brendan Mullaney –he will add official plans to the NOI at the next hearing as he is just seeing revised plans tonight.

Other Business:

► Violation – unauthorized cutting of trees, 67 Tahanto Road

Brendan Mullaney – about a month ago some trees removed. DNR and Bourne Police were called. He received report from DNR regarding the matter. He spoke with Mr. Agrillo – two of the trees in the backyard on the Pocasset River side and 6 more trees in the front yard and within some landscaped areas have been removed. A letter was sent to Ms. McFarland (owner) who acknowledged receipt of said letter and sent back to his office. Aerial pictures passed around to the board members.

Mr. Agrillo – did cut trees between house and the river side of the property. Two were pine trees within the landscaped yard. Of the two trees, one was beetled infested and would not survive the season which was approximately 8 FT from the garage. The second tree was 5 FT from the deck. During cutting, he used a crane due to the proximity to the house. No soil disruption. No equipment operating near the river bank other than in the driveway and in the street. Worked around to keep other indigenous trees. Had he thought this would be an issue, he would have been in before the board. Of the two trees, you could clearly see the difference in the stump – it was dried, no sap and the tree was on its way out. The stump tells the story.

Brendan Mullaney – board needs to make decision if feels warrants mitigation planting and an after-the-fact filing or if allowed under the Landscape Policy, which includes removal of the dead tree under the landscape policy.

Weston – asked if he came in to file, would the board approve this project. Chm. Gray – doesn't see why the board wouldn't, especially if evidence submitted showed that several trees were diseased and dying.

Palumbo – there is still a lot of trees and not an issue where they wanted a view – this was not the intent. Brendan Mullaney – agrees.

John Curry, abutter – knew the previous owner (Don Johnson) who kept trying to get trees cut down and was denied. Chm. Gray - doesn't have a recollection but Brendan Mullaney will look into. Mr. Curry - this has changed the landscape of the entire area. His issue is procedural. He was taking 5 or 6 more trees down. Didn't pull permits, did on a Saturday.

MOTION: Weston moved and seconded by Holmes an After-the-Fact filing of an RDA.

Weston - procedurally, Mr. Agrillo should have called Brendan Mullaney. Set an example.

Kiebala – abstained from vote.

Craig Rheinhardt – leaning toward what Weston stated.

Palumbo – don't have an enforcement policy to this respect. Makes a record but aside from that, doesn't accomplish or change what has happened.

Holmes – doesn't feel this is necessary.

Ligor – do we want all arborists and landscaping interpreting landscaping policy on their own.

VOTE: Unanimous vote to require an after-the-fact RDA filing. Kiebala abstained.

RDA put together and will be put on the next agenda.

Joe Agrillo, Sr. – abutter has damaged his son's reputation and said some things that were out of line.

▶ Woods Forum in Bourne/Falmouth - Tuesday, May 14, 2013

Brendan – handed out schedule to the board.

▶ Approval of Minutes – April 4, 2013

On a motion made by Martha Craig Rheinhardt and seconded by Rob Palumbo, the board voted unanimously to approve minutes of 4/4/13 as submitted.

▶ Vote – Excuse Absent Members, if necessary

On a motion made by Peter Holmes and seconded by Rob Palumbo, the board voted unanimously to excuse absent member Paul Lelito.

▶ Any other business that may legally come before the Commission

▶ Report of the Conservation Agent

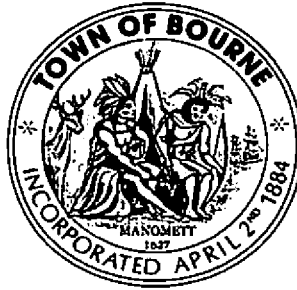
▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99

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

Adjourn

On a motion made by Betsy Kiebala and seconded by Susan Weston, the board voted unanimously to adjourn. Meeting adjourned at 8:50 pm.

Respectfully submitted,
Lisa Groezinger, sec.



2013 MAY 10 AM 11 54

TOWN CLERK'S OFFICE
BOURNE, MASS

CONSERVATION COMMISSION AGENDA

Thursday, May 16, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Project Managers, LLC **File Number:** CC13-21
Representative: Willy Planinshek
Project Address: 199 Phillips Road, Sagamore Beach
Proposed Project: Remove and reconstruct asphalt driveway within a VE Flood Zone and within 100 feet of a Wetland Resource Area

- 2) **Applicant:** Linda Wilson **File Number:** CC13-22
Representative: Lynne Whiting Hamlyn, Hamlyn Consulting
Project Address: 5 Sherman Lane, Pocasset
Proposed Project: Upgrade to new Title V system, including associated landscaping and grading within an AE Flood Zone
Hearing Under State Act Only

- 3) **Applicant:** Town of Bourne Open Space Committee **File Number:** CC13-23
Representative: Eugene Bolinger, Weston & Sampson
Project Address: 212 Main Street, Buzzards Bay (Open Space parcel behind Post Office)
Proposed Project: Perform vegetation management, including removal of invasive species, within an AE Flood Zone and within 100 feet of a Wetland Resource Area

7:15) Notices of Intent:

- 1) **Applicant:** Richard Record **DEP File Number:** SE7-1843
Representative: J.M. Grenier Associates, Inc.
Project Address: 9R Main Street, Buzzards Bay
Proposed Project: Construct a concrete retaining wall / seawall, including landscaping and removal of trees, within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 2) **Applicant:** Richard Record **DEP File Number:** SE7-1842
Representative: J.M. Grenier Associates, Inc.
Project Address: 29 Buttermilk Way, Buzzards Bay
Proposed Project: Reconstruct steps on an existing granite seawall within a VE Flood Zone and within 100 feet of a Wetland Resource Area

- 3) **Applicant:** Paul Weiner **DEP File Number:** SE7-1844
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 460 Wings Neck Road, Pocasset
Proposed Project: Remove vegetation and install lawn, relocate beach access path, and install plantings within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area
- 4) **Applicant:** Charles & Ellen Buchanan **DEP File Number:** SE7-1841
Representative: Bracken Engineering, Inc.
Project Address: 24 Massasoit Avenue, Pocasset
Proposed Project: Demolition of existing garage, construction of single family dwelling with associated septic system, landscaping, and mitigation plantings within an AE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from May 2, 2013)
- 5) **Applicant:** Richard & Kelly Mastria **DEP File Number:** SE7-1827
Representative: Daniel Aguiar, SITEC, Inc.
Project Address: 38 Wianno Road, Mashnee Island
Proposed Project: Construct an in-ground pool with associated walks, patio, and landscaping within a VE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from May 2, 2013)
- 6) **Applicant:** Town of Bourne Open Space Committee **DEP File Number:** SE7-
Representative: Brendan Mullaney
Project Address: 285 Head of the Bay Road, Buzzards Bay (Little Buttermilk Bay Woods)
Proposed Project: Construct a set of wooden access stairs and landing, install wooden fence, and install plantings within an AE Flood Zone and within a Wetland Resource Area (Coastal Bank)

Other Business:

- ▶ Approval of Minutes – April 18, 2013
- ▶ 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 16, 2013 ~ 7 pm ~

Lower Conference Room
Bourne Town Hall

2013 JUL 18 PM 12 06
TOWN CLERK'S OFFICE

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

Member(s) absent: Paul Lelito

Brendan Mullaney, Conservation Agent

Public present: James Mulvey, Barbara Frappier, Richard Record, Diane & Thomas O'Connor, Willy Planinshek, Gene Bolinger, Lynne Whiting Hamlyn, Andrew Cooney, Mardi & Patrick Marney

Call to Order

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.

List of Documents

None

7:00) Requests for Determination of Applicability:

Chm. Gray steps down as Chair and Martha Craig Rheinhardt is Chair.

1) Applicant: Project Managers, LLC

File Number: CC13-21

Representative: Willy Planinshek

Project Address: 199 Phillips Road, Sagamore Beach

Proposed Project: Remove and reconstruct asphalt driveway within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Mr. Planinshek representing – will remove to code with sub-base and a top coat. Currently the driveway is at an odd angle and will be straightened a couple of degrees. Some of the driveway is in Sandwich and the other portion is in Bourne.

No further board comment. No public comment.

Brendan Mullaney – only a portion of the project is in Bourne, the house and most of the property is in Sandwich. The driveway will be re-aligned slightly. He advised applicant to file application since they will have to excavate in the area

On a motion made by Robert Palumbo and seconded by Peter Holmes, the board voted unanimously to approve the project under a Negative 2 Determination.

At this time, Chm. Gray returns as Chair.

2) Applicant: Linda Wilson

File Number: CC13-22

Representative: Lynne Whiting Hamlyn, Hamlyn Consulting

Project Address: 5 Sherman Lane, Pocasset

Proposed Project: Upgrade to new Title V system, including associated landscaping and grading within an AE Flood Zone

Hearing Under State Act Only

Ms. Whiting Hamlyn representing – septic upgrade application will allow property to be put on the market. Applicant is filing an RDA and the system will conform to Title V and Bourne bylaws. Mitigation will be revegetation to existing conditions.

No further board comment. No public comment.

Brendan Mullaney – no other jurisdictional resource areas within 100 feet of the proposed project. This project will be an improvement for the area. No concerns with the project.

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

3) Applicant: Town of Bourne Open Space Committee

File Number: CC13-23

Representative: Eugene Bolinger, Weston & Sampson

Project Address: 212 Main Street, Buzzards Bay (Open Space parcel behind Post Office)

Proposed Project: Perform vegetation management, including removal of invasive species, within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Mr. Bolinger representing – The Open Space Committee (OSC) through CPA acquired parcel and is now beginning to make improvements. This space links Main Street to the Cape Cod Canal. The OSC has not done any improvements to date, but what is being proposed is limited to vegetation management. No construction, but the OSC is interested in a future Notice of Intent that will involve signage, park benches, and crossings. Right now the OSC is going to do a clean-up of debris to get a better sense of future projects.

Kiebala – asked about a removal plan. Mr. Bolinger – there will be a public bid to secure a licensed arborists for removal of trees and debris. No bulldozers, but a lot of handwork.

Ligor – asked about using brush cutters. Mr. Bolinger – the OSC is requiring of the eventual bidder to submit a project approach. The pathways are narrow and structural pruning will be subject to the town's approval.

No further board comment. No public comment.

Brendan Mullaney – there was some trail work on site years ago but has not been maintained. He has been on site with the OSC and Mr. Bolinger. It is beneficial to the property to get a lot of invasive vegetation and open up to be utilized for the public. Brush cutters will be used in some areas, but there will be oversight with the whole project. No major concerns with the project.

Mr. Mulvey – asked about herbicides and a long-term plan to keep from re-emerging. Brendan Mullaney – there is no proposal to use herbicides, but it will need to be kept up. Mr. Bolinger – the OSC is committed to protect the work and will continue to monitor the property.

Ligor – indigenous species displaced with this type of clearing. Mr. Bolinger – OSC flagged clumps of shrubs to retain (including trees), not aware of any endangered animal species. Some of the trees left in place are providing some level of habitat.

Ms. Frappier – asked when this work will be done, as the ground covering attracts little animals. Mr. Bolinger – responded late June and July work is proposed. Chm. Gray – overall this project may be beneficial to have some underbrush taken care of and would enhance some wild life aspects of the area.

On a motion made by Robert Palumbo and seconded by Susan Weston, the board voted unanimously to approve the project under a Negative 2 Determination. Martha Craig Rheinhardt abstained.

Notices of Intent:

1) Applicant: Richard Record

DEP File Number: SE7-1843

Representative: J.M. Grenier Associates, Inc.

Project Address: 9R Main Street, Buzzards Bay

Proposed Project: Construct a concrete retaining wall / seawall, including landscaping and removal of trees, within an AE Flood Zone and within 100 feet of a Wetland Resource Area.

Mr. Richard Record representing – looking to construct a pre-cast retaining wall to prevent coastal erosion as well as enhance the property. The existing stone wall in need of repair but would keep the same footprint.

Brendan Mullaney – intent of the wall to stop small-to-medium storm surges and protect the property. Remnants of old wall and block wall to runs to the property to the north. Basically, it is a re-construction of a wall that is already there, but more defined and built to a higher

elevation. The wall is directly adjacent to a coastal beach. The plan shows a 100 foot buffer to the beach. There likely should be a coastal bank shown on the plan even through it doesn't directly affect this project.

Chm. Gray – the elevation of the coastal bank starts around elevation 10 and then comes up to 15 where it is marked as the flood zone. At that point, elevation is 16,17,18,19 and then it flattens out. The top of the bank would likely be coincident with the map at 15. (Mr. Record to place "Coastal Bank" and sign initials on map). Brendan states If approved tonight, the proposed wall will then become the primary coastal bank on the property and the second top of the bank would be the secondary coastal bank. There is a question about height of the wall.

Mr. Record – the wall will be 4 feet in height from the base – 3 feet will be exposed. The plan for the back of the wall is to level and plant grasses.

Brendan Mullaney – asked where it will be leveled from. Mr. Record - directly from the wall to blend in with the existing grades.

Ligor – asked how many trees will be removed. Mr. Record – three (3) trees will be removed and will not be replaced.

No further board comment. No public comment.

On a motion made by Peter Holmes and seconded by Susan Weston, the board voted unanimously to close the public hearing.

Brendan Mullaney – recommended Mr. Record have engineer transect the plans and wait for next meeting for a definite clarification for the top of a coastal bank. It is likely elevation 15 will extend 100 foot buffer zone onto the property.

Chm. Gray – recommended slope and the topography evaluation. This hearing will be continued to 6/6/13 at request of applicant to further analyze the area and to determine the top of the coastal bank.

On a motion made by Peter Holmes and seconded by Susan Weston, the board voted unanimously to re-open public hearing for continuation.

2) Applicant: Richard Record

DEP File Number: SE7-1842

Representative: J.M. Grenier Associates, Inc.

Project Address: 29 Buttermilk Way, Buzzards Bay

Proposed Project: Reconstruct steps on an existing granite seawall within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Mr. Record – removing and re-constructing existing stairs – extending to bring down to sea level. Work will be done on the steps only.

Brendan Mullaney – this seawall was approved was from a previous filing. The stairs that are there are unsafe and these stairs will be built into the wall. This is relatively minimal work and no major concerns with the project.

No further board comment.

No public comment.

On a motion made by Peter Holmes and seconded by Rob Palumbo, the board voted unanimously to close the public hearing.

Brendan Mullaney – Draft Notice of Intent: all General Conditions pursuant to the MGL bylaws 131 Section 40, 1,2,3,9,12,13,16-24 and Special Conditions 4,7,8,9, 20, 24 and bylaw 4 to continue in perpetuity.

On a motion made by Betsy Kiebal and seconded by Peter Holmes, the board voted unanimously to move Draft Order to Final Order.

3) Applicant: Paul Weiner

DEP File Number: SE7-1844

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 460 Wings Neck Road, Pocasset

Proposed Project: Remove vegetation and install lawn, relocate beach access path, and install plantings within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

Ms. Frappier representing – proposing landscaping in the buffer zone on Wings Neck. Proposing between 50 and 100 foot buffer to be cleaned up to 20 feet from property line, replanted with Cape Cod mixed grasses and various plants and flowers. Applicant is focused on having wildlife friendly plantings. Seeking to relocate existing path to one that winds for erosion control. When the path is cut in, it will be shown in the plan when applicant files for compliance.

Brendan Mullaney – this project is similar to others that have been approved where landscaping is allowed up to a 50 foot setback. No other concerns with the project.

No further board comment. No public comment.

On a motion made by Peter Holmes and seconded by Rob Palumbo, the board voted unanimously to close the public hearing.

Brendan Mullaney – Draft Notice of Intent: all General Conditions pursuant to the MGL bylaws 131, 1,2,3,9,10,12,14,16-24 Special Conditions 4,7,8,9, 20, 24 bylaw 4 to continue in perpetuity.

On a motion made by Rob Palumbo and seconded by Betsy Kiebala, the board voted unanimously to move the Draft Order to Final.

4) Applicant: Charles & Ellen Buchanan

DEP File Number: SE7-1841

Representative: Bracken Engineering, Inc.

Project Address: 24 Massasoit Avenue, Pocasset

Proposed Project: Demolition of existing garage, construction of single family dwelling with associated septic system, landscaping, and mitigation plantings within an AE Flood Zone and within 100 feet of a Wetland Resource Area

(Continued from May 2, 2013)

Continued to 6/6/13 at the applicant's request.

5) Applicant: Richard & Kelly Mastria

DEP File Number: SE7-1827

Representative: Daniel Aguiar, SITEC, Inc.

Project Address: 38 Wianno Road, Mashnee Island

Proposed Project: Construct an in-ground pool with associated walks, patio, and landscaping within a VE Flood Zone and within 100 feet of a Wetland Resource Area

(Continued from May 2, 2013)

Brendan Mullaney – no final plan submitted and hasn't heard from the applicant.

On a motion made by Peter Holmes and seconded by Rob Palumbo, the board voted unanimously to continue until June 6, 2013.

6) Applicant: Town of Bourne Open Space Committee

DEP File Number: SE7- _____

Representative: Brendan Mullaney

Project Address: 285 Head of the Bay Road, Buzzards Bay (Little Buttermilk Bay Woods)

Proposed Project: Construct a set of wooden access stairs and landing, install wooden fence, and install plantings within an AE Flood Zone and within a Wetland Resource Area (Coastal Bank)

Mr. Mullaney representing – no file number. There are issues going from the deck to the shore line – minor erosion. There is a plan to construct wooden access stairs with a little landing to go down to the shoreline. Overall the OSC has successfully maintained the area and has been a benefit for folks having trouble getting down to the beach. He sent the package to Natural Heritage for review since project is within Estimated Habitat – waiting for review and file number with the DEP.

Holmes – inquired if there have been issues raised with the deck in the past. Andy Cooney, OSC member – they have not had issues and the deck has been well received. They have worked with EMS to maintain the trails and also working with Upper Cape Tech (UCT) – Horticulture Club with the maintenance of the parking area.

No further board comment.

Mr. Mulvey – steep drop and a path going down that is hazardous due to the steep grade and erosion. Steps are a logical addition to that project.

No public comment.

On a motion made by Peter Holmes and seconded by Rob Palumbo, the board voted unanimously to continue until June 6, 2013.

Other Business:

► **Approval of Minutes – April 18, 2013**

On a motion made by Susan Weston and seconded by Martha Craig Rheinhardt, the board voted to approve minutes of 4/18/13 as submitted. Betsy Kiebala abstained.

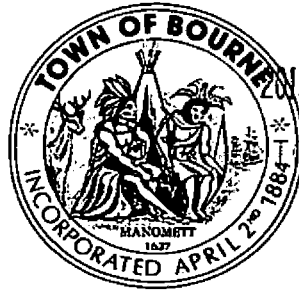
► **Vote – Excuse Absent Members, if necessary**

On a motion made by Betsy Kiebala and seconded by Rob Palumbo, the board voted unanimously to excuse absent member Paul Lelito.

- 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

On a motion made by Rob Palumbo and seconded by Martha Craig Rheinhardt, the board voted unanimously to adjourn. Meeting adjourned at 8:05 pm.

Respectfully submitted,
Lisa Groezinger – sec.



2013 MAY 30 PM 3 24
TOWN CLERK'S OFFICE
BOURNE, MASS

CONSERVATION COMMISSION AGENDA

Thursday, June 6, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Elizabeth Griffin & David Sampson **File Number:** CC13-24
Representative: Amy von Hone, VH Associates
Project Address: 170 Jefferson Road, Gray Gables
Proposed Project: Replace collapsed septic system with new Title V septic system within a VE Flood Zone and within 100 feet of a Wetland Resource Area

- 2) **Applicant:** John Cahir & Katherine Babson **File Number:** CC13-26
Representative: Shawn MacInnes, MacInnes Consulting
Project Address: 13A River Road, Pocasset
Proposed Project: Upgrade to new Title V system within an AE Flood Zone, within 100 feet of a Wetland Resource Area, and within the 200 foot Riverfront Area

- 3) **Applicant:** Patricia Olson Reid **File Number:** CC13-25
Representative: Stephen Doyle & Associates
Project Address: 13 River Road, Pocasset
Proposed Project: Upgrade to new Title V system and expand existing carport within an AE Flood Zone, within 100 feet of a Wetland Resource Area, and within the 200 foot Riverfront Area

- 4) **Applicant:** George Herlihy **File Number:** CC13-29
Representative: Stephen Doyle & Associates
Project Address: 15 Fairview Road, Pocasset
Proposed Project: Upgrade to new Title V septic system within an AE Flood Zone
Hearing Under State Act Only

- 5) **Applicant:** National Grid **File Number:** CC13-28
Representative: Bradford Malo, Coastal Engineering Co., Inc.
Project Address: 7 Island Drive, Pocasset
Proposed Project: Install a gas service connection within an AE Flood Zone
Hearing Under State Act Only

6) **Applicant:** Joseph Agrillo, Jr. **File Number:** CC13-27
Representative: SAME
Project Address: 67 Tahanto Road, Pocasset
Proposed Project: Cut and remove 9 pine trees within an AE Flood Zone, within 100 feet of a Wetland Resource Area, and within the 200 foot Riverfront Area (*After-the-fact filing*)

7) **Applicant:** Preston Keith **File Number:** CC13-30
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 62 Wenaumet Bluffs Drive, Pocasset
Proposed Project: Perform repairs on existing stone and concrete seawall within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

8) **Applicant:** Wayne & Barbara Keith **File Number:** CC13-31
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 60 Wenaumet Bluffs Drive, Pocasset
Proposed Project: Perform repairs on existing stone and concrete seawall within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

9) **Applicant:** Edward Connelly, Jr. **File Number:** CC13-32
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 33 Kenwood Road, Pocasset
Proposed Project: Upgrade to new Title V septic system within a VE Flood Zone

7:15) **Request to Amend Order of Conditions:**

1) **Applicant:** Patrick Ross **DEP File Number:** SE7-1809
Representative: SAME
Project Address: 650' west of Toby's Island, 3470' southeast of Mashnee Island, and 2200' northwest of the mouth of the Pocasset River, Monument Beach
Proposed Project: Amend Order of Conditions to increase size of a commercial aquaculture operation from 1 acre to 2.92 acres within a VE Flood Zone and within a Wetland Resource Area

Notices of Intent:

1) **Applicant:** Joy Realty Trust **DEP File Number:** SE7-1846
Representative: Merlin Ladd, Jr.
Project Address: 38 Church Lane, Sagamore Beach
Proposed Project: Construct a single family dwelling including Title V septic system, utilities, landscaping, and appurtenances within 100 feet of a Wetland Resource Area

2) **Applicant:** Nubar Hagopian **DEP File Number:** SE7-
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 18 Scotch House Cove Road, Cataumet
Proposed Project: Install an in ground swimming pool with patio, hot tub, and fencing, including utilities, landscaping and appurtenances within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

- 3) **Applicant:** Steve Cohen, CEA Group, Inc. **DEP File Number:** SE7-1848
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 120 Mashnee Road, Mashnee Island
Proposed Project: Construct a single family dwelling with Title V septic system and all associated grading, landscaping, utilities, and other appurtenances; work includes removal of all existing structures, pavement, and hardscape features within a VE Flood Zone and within 100 feet of a Wetland Resource Area
- 4) **Applicant:** Steve Cohen, CEA Group, Inc. **DEP File Number:** SE7-1847
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 160 Mooring Road, Mashnee Island
Proposed Project: Construct a single family dwelling with Title V septic system and all associated grading, landscaping, utilities, and other appurtenances; work includes removal of all existing structures, pavement, and hardscape features within a VE Flood Zone and within 100 feet of a Wetland Resource Area
- 5) **Applicant:** Steve Cohen, CEA Group, Inc. **DEP File Number:** SE7-1849
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 156 Leeward Road, Mashnee Island
Proposed Project: Construct a single family dwelling with Title V septic system and all associated grading, landscaping, utilities, and other appurtenances; work includes removal of all existing structures, pavement, and hardscape features within a VE Flood Zone and within 100 feet of a Wetland Resource Area
- 6) **Applicant:** Richard Record **DEP File Number:** SE7-1843
Representative: J.M. Grenier Associates, Inc.
Project Address: 9R Main Street, Buzzards Bay
Proposed Project: Construct a concrete retaining wall / seawall, including landscaping and removal of trees, within an AE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from May 16, 2013)
- 7) **Applicant:** Richard & Kelly Matria **DEP File Number:** SE7-1827
Representative: Daniel Aguiar, SITEC, Inc.
Project Address: 38 Wianno Road, Mashnee Island
Proposed Project: Construct an in-ground pool with associated walks, patio, and landscaping within a VE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from May 16, 2013)
- 8) **Applicant:** Charles & Ellen Buchanan **DEP File Number:** SE7-1841
Representative: Bracken Engineering, Inc.
Project Address: 24 Massasoit Avenue, Pocasset
Proposed Project: Demolition of existing garage, construction of single family dwelling with associated septic system, landscaping, and mitigation plantings within an AE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from May 2, 2013)

- 9) **Applicant:** Town of Bourne Open Space Committee **DEP File Number:** SE7-1845
 Representative: Brendan Mullaney
 Project Address: 285 Head of the Bay Road, Buzzards Bay (Little Buttermilk Bay Woods)
 Proposed Project: Construct a set of wooden access stairs and landing, install wooden fence, and install
 plantings within an AE Flood Zone and within a Wetland Resource Area (Coastal Bank)
 (Continued from May 16, 2013)

Other Business:

- ▶ 36 Starboard Road, Mashnee Island – update on Restoration Plan for Enforcement Order
- ▶ Approval of Minutes – May 2, 2013
- ▶ 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, June 6, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

2013 JUL 18 PM 12 07

Members present: Chm. Bob Gray, Peter Holmes, Betsy Kiebala, Robert Palumbo, Susan Weston and Alternate member Thomas Ligor.

TOWN CLERK'S OFFICE
BOURNE, MASS

Member(s) absent: V. Chm. Martha Craig Rheinhardt and Paul Lelito

Brendan Mullaney, Conservation Agent

Public present: James Mulvey, Paul Gately, Barbara Frappier, Steve Cohen, Laura Cohen, Amy von Hone, Paul D'Angelo, Joyce Gleason, Barbara & Tom Keith, Eileen Herlihy, Pat Olson, Phillip Levine, Robert Bilodeau, Ellen Cahir McFarland, Teresa Moran, Mark Ferland, Brad Malo, Kelly Mastria, Joseph Agrillo, Jr., Laura Murphy, Gayle Sands, Susan Ladd, Peter Meier, Joe Agrillo, Sr.

Call to Order

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: Elizabeth Griffin & David Sampson

File Number: CC13-24

Representative: Amy von Hone, VH Associates

Project Address: 170 Jefferson Road, Gray Gables

Proposed Project: Replace collapsed septic system with new Title V septic system within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Amy von Hone – this is an existing single-family home which requires an emergency repair. Looking to upgrade the system using a pump system. Leaching will be within 100 ft from the top of the coastal bank.

Brendan Mullaney – the system collapsed and the Board of Health deemed an emergency and the need of repair was verified. This will be an improvement over existing conditions. No concerns with the project.

No board comment. No public comment.

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

2) Applicant: John Cahir & Katherine Babson

File Number: CC13-26

Representative: Shawn MacInnes, MacInnes Consulting

Project Address: 13A River Road, Pocasset

Proposed Project: Upgrade to new Title V system within an AE Flood Zone, within 100 feet of a Wetland Resource Area, and within the 200 foot Riverfront Area

Shawn MacInnes – this is a septic system repair for a failed septic. Using a 1500 gallon tank and leach field will be installed. The leaching will be 72 ft from the existing wetlands. This is a general repair.

Brendan Mullaney – the project is located as far from the wetland area as the property allows. Project will be an improvement over existing conditions. No concerns with the project.

No board comment. No public comment.

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

3) Applicant: Patricia Olson Reid

File Number: CC13-25

Representative: Stephen Doyle & Associates

Project Address: 13 River Road, Pocasset

Proposed Project: Upgrade to new Title V system and expand existing carport within an AE Flood Zone, within 100 feet of a Wetland Resource Area, and within the 200 foot Riverfront Area

Stephen Doyle – due to a failed system, proposing a new Title V system. There are two cesspools currently on the site and will be eliminating both adding a new leach field. Also requesting to extend the roofline of the carport additional 4 ft.

Brendan Mullaney – project is next door to last application. Leaching is moved as far from the resource area as possible. This will be an improvement over existing conditions. The carport is a minimal addition. No concerns with project.

No board comment. No public comment.

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

4) Applicant: George Herlihy
File Number: CC13-29
Representative: Stephen Doyle & Associates
Project Address: 15 Fairview Road, Pocasset
Proposed Project: Upgrade to new Title V septic system within an AE Flood Zone
Hearing Under State Act Only

Brendan - Application has been withdrawn at the request of the applicant.

5) Applicant: National Grid
File Number: CC13-28
Representative: Bradford Malo, Coastal Engineering Co., Inc.
Project Address: 7 Island Drive, Pocasset
Proposed Project: Install a gas service connection within an AE Flood Zone
Hearing Under State Act Only 2

At this time, Chm. Gray recused himself from discussion and vote for the CC13-28 hearing.

Bradford Malo – adding gas service to #7 Island Drive. Since submitted, House #1 Island Drive has requested to be included in this project. Revised plan submitted for the file. If the board is so inclined, he would like to request to act upon modified plans as presented this evening. Island Drive is a level road. The only resource is the AE flood zone. Connecting gas services to both #7 and #1. No grade changes are proposed. Abutters for both properties have been notified.

Brendan Mullaney – due to the advertising requirement, the board will not be allowed to act upon tonight. Applicant has the choice to act upon what was originally submitted or re-advertise on both properties and continue hearing.

Mr. Malo – requested a continuation for re-advertisement. He will notify abutters for both projects.

Brendan – the board can act upon the matter in a single hearing if re-advertised and continued to a later date.

On a motion made by Peter Holmes and seconded by Susan Weston, the board voted unanimously to continue hearing to 6/20/13.

6) Applicant: Joseph Agrillo, Jr.
File Number: CC13-27
Representative: SAME
Project Address: 67 Tahanto Road, Pocasset
Proposed Project: Cut and remove 9 pine trees within an AE Flood Zone, within 100 feet of a Wetland Resource Area, and within the 200 foot Riverfront Area (*After-the-fact filing*)

Joe Agrillo – the board requested an After-the-fact-filing. Plot plan dated 2007 obtained and the trees that were cut were highlighted on said plan. He measured the trees from the deck and the house. From the deck it measured 3 ft and the other tree on the river side was 6'6" ft from the garage (which was standing dead). On Tahanto Road, requesting to cut down a small tree that has died at elevation 12. No stump removal.

Brendan Mullaney – applicant filed paperwork, provided plans and did everything the board directed him to do. No issue with extra tree and is covered under the Landscape Policy. No concerns with the project.

No board comment. No public comment.

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

7) Applicant: Preston Keith

File Number: CC13-30

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 62 Wenaumet Bluffs Drive, Pocasset

Proposed Project: Perform repairs on existing stone and concrete seawall within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

Barbara Frappier – work will not be in the resource area and looking work to be done under RDA. Mr. Bilodeau will be doing the repair work.

Mr. Bilodeau – the caps are a safety hazards. He plans to cut and open larger holes and fill voids. There is a double wall which has some holes and plans to pour concrete on top of the existing slab. No heavy equipment will be used except for the pump truck which will be in the street.

Brendan Mullaney – the wall is licensed and is in need of repair. It is pitched the wrong way. Under the Chapter 91 license, it allows the repairing of the wall and has no concerns with the project.

No board comment. No public comment.

On a motion made by Rob Palumbo and seconded by Susan Weston, the board voted unanimously to approve the project under a Negative 2 Determination.

8) Applicant: Wayne & Barbara Keith

File Number: CC13-31

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 60 Wenaumet Bluffs Drive, Pocasset

Proposed Project: Perform repairs on existing stone and concrete seawall within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

Barbara Frappier – same project as the prior hearing. Mr. Bilodeau – both walls need to be repaired.

Brendan Mullaney – this is the same wall as the previous hearing, just extended onto a separate parcel. No concerns with the project.

No board comment. No public comment.

On a motion made by Rob Palumbo and seconded by Susan Weston, the board voted unanimously to approve the project under a Negative 2 Determination.

9) Applicant: Edward Connelly, Jr.

File Number: CC13-32

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 33 Kenwood Road, Pocasset

Proposed Project: Upgrade to new Title V septic system within a VE Flood Zone

Barbara Frappier – upgrade for a failed system in the flood zone only. There will be a mounded system and believes an RDA is appropriate. No other resources, it is on a flat lot and will be an improvement to the area. Environmental benefit with no detriments. She is asking to be approved under an RDA.

Brendan Mullaney – VE flood zone. No other jurisdictional resource areas with 100 ft. No concerns with the project, but the board has a policy that a system with 2 feet or more of grade changes requires an NOI. Therefore, decision is at the Commission's discretion.

Chm. Gray – in favor of an RDA, actual work for this type of septic upgrades are supposed to go through a Notice because there are alterations within the resource areas. The board has processed under an RDA except when mounding was exceptionally high. He recommends going with the RDA. Commission members agree that this is a reasonable request.

No board comment. No public comment.

On a motion made by Rob Palumbo and seconded by Peter Holmes, the board voted unanimously to approve the project under a Negative 2 Determination.

7:15) Request to Amend Order of Conditions:

1) Applicant: Patrick Ross

DEP File Number: SE7-1809

Representative: SAME

Project Address: 650' west of Toby's Island, 3470' southeast of Mashnee Island, and 2200' northwest of the mouth of the Pocasset River, Monument Beach

Proposed Project: Amend Order of Conditions to increase size of a commercial aquaculture operation from 1 acre to 2.92 acres within a VE Flood Zone and within a Wetland Resource Area

Patrick Ross – expansion of oyster aquaculture grant from 1 acre to 2.92 acres. So far, grant has been a success but is filling up rapidly. Oysters take 1 to 3 years to reach market size, needs room to expand. Site will have to be surveyed by MA DMF if approved by the Commission.

Holmes – asked about the Corps of Engineers. Mr. Ross – the process will be before the Conservation Commission, DMF and then the Army Corp. Brendan Mullaney – DMF will not survey the site until approval from the Commission.

Brendan Mullaney – went out with Mr. Ross to review. Neat and clean operation. Oysters looked healthy and overall a well run operation. He encourages the board to look favorably upon the application.

No board comment. No public comment.

Brendan Mullaney – this request is to amend existing Order of Conditions. Adding amended expansion of grant from 1 acre to 2.92 acres as described in letter dated 5/20/13 accompanying application to be in accordance with DMF and all applicable state and federal agencies.

On a motion made by Rob Palumbo and seconded by Betsy Kiebala, the board voted unanimously to close public hearing.

On a motion made by Rob Palumbo and seconded by Betsy Kiebala, the board voted unanimously to incorporate language to existing Order of Conditions.

Notices of Intent:

1) Applicant: Joy Realty Trust

DEP File Number: SE7-1846

Representative: Merlin Ladd, Jr.

Project Address: 38 Church Lane, Sagamore Beach

Proposed Project: Construct a single family dwelling including Title V septic system, utilities, landscaping, and appurtenances within 100 feet of a Wetland Resource Area

Merlin Ladd – asking the board to re-instate Order of Conditions from 2005 that has expired. The same project was approved then but didn't do anything with the property at that time - now wish to begin construction.

No board comments.

Brendan Mullaney – there were three houses approved on Church Lane - all adjacent to a former cranberry bog. The bog is now abandoned and considered a wetland resource area. There is a limit with the old bog road around edge. Two out of three homes have been built. The permit expired in 2008 for third house, but was extended through 2012 under the Permit Extension Act. This is the same plan approved in 2005 and is greater than 50 ft from the edge of the resource area. No other concerns with the project.

No public comment.

On a motion made by Rob Palumbo and seconded by Peter Holmes, the board voted unanimously to close hearing.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1-4,6,9,10,13,16-24 and Bylaw Conditions 4,6,7,8,9, Special Conditions 20, 24 and Bylaw Conditions 4, 6 shall continue in perpetuity.

On a motion made by Rob Palumbo and seconded by Peter Holmes, the board voted unanimously to move Draft Order to Final.

2) Applicant: Nubar Hagopian

DEP File Number: SE7- NO FILE NUMBER

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 18 Scotch House Cove Road, Cataumet

Proposed Project: Install an in ground swimming pool with patio, hot tub, and fencing, including utilities, landscaping and appurtenances within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area 3

Barbara Frappier – under RDA previously with project. Proposing an in-ground pool, hot tub, and patio. Amended plan shows coastal bank. Coastal bank becomes most landward resource area. Setback calculations of the house is 5 ½ ft from top of coastal bank. Extended patio is 7 ft to the coastal bank. Proposed project is no further seaward than the existing house.

Dewatering basin is required. Will use straw bales lined with filtration fabric. Water from excavation will be pumped into that basin. Asking contractor to be aware the basin is adequate size. The pool will have saltwater filtration. When the pool water is lowered and emptied, water will be removed using services of pool tanker or truck.

Kiebala – asked about the overflow and pumping water. Ms. Frappier – the overflow is only during construction.

No board comments.

Brendan Mullaney – original plan had different wetland line which was addressed to include area of coastal beach. The dock stored on the beach could be tidied up and could be put in as a

condition. The proposal is substantially the same as the RDA that the Commission issued a Positive Determination on. The wetland line is now closer than the first time around as there was a coastal bank as a result of fill brought to the property during construction of the house in the 1990s – creating small distinct storm buffer and raising the elevation of the house. The pool is closer to wetlands than previously in terms of the resource area. The project is approximately the same distance to the coastal beach/salt marsh. The board wanted to see the pool moved back from original proposal. There is no file number at this time, so members can observe site if necessary as we will have to continue the project.

Weston – asked why pool cannot be moved back. Ms. Frappier – it is for aesthetics and access with the house and the yard.

No board comment. No public comment.

Gail Sands – neighbor not abutter asked about the septic system. Mr. Hagopian – the system is away from the water and in front of the house – closer to the intersection of the driveways.

Ms. Sands – asked if the Army Corps of Engineers have to approve. Chm. Gray – if the project is in wetlands they may, but they have no jurisdiction in the buffer zone. Ms. Sands – how tall is the fence around the structure. Ms. Frappier – the minimum of 4 ft. Ms. Sands – asked if the dewatering was temporary. Ms. Frappier – they will dismantle at the end of project. Ms. Sands – has concerns of the effects to the harbor and existing beach and asked issues have been taken into consideration.

Chm. Gray – had wetland scientist out on the sight who identified additional wetland resource areas. Brendan Mullaney expressed his area of concerns and applicant submitted revised plans to reflect the wetland resources.

Laura Murphy – concerned about what will happen to the harbor. She read into record letter from another neighbor and has an additional letter to submit.

Chm. Gray – requested to submit letters at the continued hearing on 6/20/13. Hearing will be continued for DEP file number and further public input.

Weston – for the record, she is in favor of moving the pool back.

Mr. Hagopian – addressed speculation of him turning his property to a bed and breakfast. This is not true.

3) Applicant: Steve Cohen, CEA Group, Inc.

DEP File Number: SE7-1848

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 120 Mashnee Road, Mashnee Island

Proposed Project: Construct a single family dwelling with Title V septic system and all associated grading, landscaping, utilities, and other appurtenances; work includes removal of all existing structures, pavement, and hardscape features within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Barbara Frappier – lot #3. Proposing to set up two siltation barriers and a 50 ft no touch zone. All three homes will be constructed on piers with a deck going around. Plantings on the ground are beyond 50 ft buffer setback.

Chm Gray – wetland resource areas have already been set through an ANRAD filing. The board cannot go back as the resource areas were the basis on which the plans were prepared.

Ms. Frappier – the placement of these homes will be on piers but care has been taken to position homes so property views are maximized with the least obstruction as possible. There is no need for Board of Health setback variances.

Theresa Sprague – proposing landscape design to protect resource areas. The goal is to protect stability, function, and habitat. Native grass restored in previous disturbed areas. Will not modify dune or permanently alter dune or salt marsh. Ms. Sprague reviewed existing conditions for lot 3. Most will be left in tact. Proposing a small lawn area to be managed organically. The goal is to get lots to flow together.

Chm. Gray – he would like to see defined paths to show a continuation in the dune and out of the salt marsh. A roll out boardwalk is acceptable as most will go over existing foot path.

Brendan Mullaney – intent was to meet the 50 ft setback requirement. On left corner does touch right up to the line and there may be a concern of excavation or construction as it would intrude into the 50 ft buffer. There is an overhang of the deck structures into the 50 ft buffer zone. In the past, the Commission has approved cantilevered decks, usually 2-3 feet into the 50 foot setback area, this project has largest overhang greater than 10 ft in one location and 8 ½ ft in another location – it is the decision of the board to determine whether it is in the spirit and intent of the bylaw and the 50 ft setback. The project itself will be an improvement over existing conditions as it will get rid of overgrown vegetation and remove large areas of parking lot and impervious areas. Compared to native planting community in the dike area, if this area is brought to that condition, it would be beneficial. The project will meet the VE flood zone, and is within the area the board has defined and is not a resource area – wetland lines were locked in for a three-year period by the BSC Group on behalf of the property owners through the ANRAD process.

Barbara Frappier – 50 ft buffer is already disturbed and will be restored.

Brendan Mullaney – asked about material on the driveway. Ms. Frappier - shell driveway.

No further board comment.

Therese Moran – neighbor asked what type of restrictions for access to the beach near that lot. Ms. Frappier – there is an access easement for the beach area. If you had deeded rights before they will remain the same.

Chm. Gray – you don't have any easement right from the beach into the area you formerly walked in into through the dune and saltmarsh area. This is now private property.

Phil Lavine – abutter, 50 feet does not seem adequate, the house can be moved over. It is the lowest point of Mashnee Island and water drains. The previous owner would clear out. Maintain protection of easement is one concern. He asked about the size and height of the proposed houses. Chm. Gray – the peak will be 35 ft at highest point from the ground which is under the Building Department's jurisdiction.

Several members of the audience who didn't identify themselves, asked about when the leach fields will be pumped and if a pump is in the tank.

On a motion made by Rob Palumbo and seconded by Peter Holmes, the board voted unanimously to close hearing.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1-5,9,10,12,13,16-24,29 and Bylaws 4,6,7,8,9, ASC-1) The location of the beach access path shall be located during the installation of the Vegetation Management Plan after consultation with the Conservation Agent. No portion of the path shall be located within the Salt Marsh.

On a motion made by Rob Palumbo and seconded by Betsy Kiebala, the board voted unanimously to move the Draft Order to Final.

Chm. Gray - anyone who wishes to appeal has two avenues: 1) 10 days to appeal to the State DEP starts the day written decision is issued (Brendan Mullaney – Monday, 6/10/13 most likely); and 2) Superior Court 60 days to initiate the appeal from tonight.

4) Applicant: Steve Cohen, CEA Group, Inc.

DEP File Number: SE7-1847

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 160 Mooring Road, Mashnee Island

Proposed Project: Construct a single family dwelling with Title V septic system and all associated grading, landscaping, utilities, and other appurtenances; work includes removal of all existing structures, pavement, and hardscape features within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Barbara Frappier – Lot 1 – large parking area. Removal of all existing hardscape and construct a single house. Foot print is less than the parking lot reduction. Maintaining 50 ft buffer. Access

for this lot off Mooring Road. Adding siltation barriers against the dune during the construction along the buffer zone. Mounded septic system meets Board of Health requirement for 150 ft from resource area.

Theresa Sprague – lot 1 contains main portion of the previous restaurant and the volleyball court. In keeping with the plant community seed all disturb areas. Plantings of trees and shrubs reviewed. Plantings simple and native. Goals the same as the previous lot.

Chm. Gray – to differentiate private property line - starting at Mooring Road at the corner of lot 144, mark property line all the way out to the mean high water, come around association area and back out mean high water and go to stone groin. Residents can access water coming down 5 ft path and then go to the beach. On the seaward side where there is the mean high water line,, then coastal beach into dune. Private property includes part of that beach. Mean high water line is the extent of the private property.

No further board comments.

Brendan Mullaney – same as the site before. It is more disturbed and a slight intrusion of overhang in the buffer zone. The vegetation plan is a significant improvement over existing conditions. This will be an improvement over the existing structure which has become run down. This will be combined with Vegetation Management Plan.

Ms. Moran – asked about proposed trees and view will be taken away. Chm. Gray – not an issue the board can address.

Another member of the audience raised concerns about trees that block view. Chm. Gray – the board looks at the interests of any of the 8 items in the Wetlands Protection Act but view is not one of them. Audience's concern is noted but cannot be addressed by this board. Another audience member asked about the 47.5 ft buffer and why is it not 50 ft. Ms. Frappier – structure removing is significantly larger than the building that will be constructed. There will be greater views.

Ms. Moran – asked about accommodating for drop off/parking area. Ms. Frappier – the Association land has an area where one could park wagons and suggested looking into rollaway walked ways.

Phil Lavine – concerned as some of the parking lot was owned by the Association. Chm. Gray – this is something to be worked out with the Association.

No further public comment.

On a motion made by Peter Holmes and seconded by Susan Weston, the board voted unanimously to close the public hearing.

Brendan Mullaney – Draft of conditions is the same as the last order, keeping the provision regarding the roll-out boardwalk.

On a motion made by Betsy Kiebala and seconded by Rob Palumbo, the board voted unanimously to move the Draft Order to Final

5) Applicant: Steve Cohen, CEA Group, Inc.

DEP File Number: SE7-1849

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 156 Leeward Road, Mashnee Island

Proposed Project: Construct a single family dwelling with Title V septic system and all associated grading, landscaping, utilities, and other appurtenances; work includes removal of all existing structures, pavement, and hardscape features within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Barbara Frappier – Lot 2 – middle lot and similar footprint and circumstances. Shell driveway, removal of remainder of the building and decking along with the driveway access. 50 ft setback. Mounded septic system.

Theresa Sprague – native species on lot 2. There are some healthy mature cedars but others have been compromised by bittersweet. Recommends to remove as they will not regenerate, this will also serve to protect the oak tree. Bittersweet colonizes the dune area. Will add a plant species appropriate to the site. Description of plants and plantings proposed.

No board comment.

Brendan Mullaney – same basic comments as the previous two hearings. Lot is overtaken with bittersweet and would be improvement to remove and replant to bring into a more naturally vegetated area. There is an overhang similar to other proposals, but the foundation and dwelling are on the landward side of the 50 ft buffer. Same language regarding paths will be put on as a condition.

No public comment.

On a motion made by Peter Holmes and seconded by Betsy Kiebala, the board voted unanimously to close the public hearing.

Brendan Mullaney – Draft of conditions is the same as the last order, keeping the provision regarding the roll-out boardwalk.

On a motion made by Betsy Kiebala and seconded by Susan Weston, the board voted unanimously to move the Draft Order to Final

6) Applicant: Richard Record

DEP File Number: SE7-1843

Representative: J.M. Grenier Associates, Inc.

Project Address: 9R Main Street, Buzzards Bay

**Proposed Project: Construct a concrete retaining wall / seawall, including landscaping and removal of trees, within an AE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from May 16, 2013)**

Mr. Grenier left revised plans for Brendan Mullaney. An abutter asked to review wall proposal, and asked how the contractor is combining the wall into his property. Brendan Mullaney can contact contractor who can meet with interested party.

On a motion made by Peter Holmes and seconded by Susan Weston, the board voted unanimously to close the public hearing.

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 Special Conditions 4,7,8,9 and 20, 24 to continue in perpetuity.

On a motion made by Susan Weston and seconded by Peter Holmes, the board voted unanimously to move Draft Order to Final.

7) Applicant: Richard & Kelly Mastria

DEP File Number: SE7-1827

Representative: Daniel Aguiar, SITEC, Inc.

Project Address: 38 Wianno Road, Mashnee Island

**Proposed Project: Construct an in-ground pool with associated walks, patio, and landscaping within a VE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from May 16, 2013)**

Brendan Mullaney – this is the same plan conceptually as was reviewed and informally approved by the Commission at the last hearing.

On a motion made by Rob Palumbo and seconded by Susan Weston, the board voted unanimously to close the public hearing.

Joyce Gleason – this order didn't mention appurtenances. She stated the applicant's have not followed the rules in the past. Brendan Mullaney – referred to agenda. Language used is what is written on Notice of Intent. Added appurtenances to include utilities, grading, etc. based on what the NOI stated.

Palumbo – said a Certificate of Compliance will need to be issued to ensure project is built as approved.

Ms. Mastria – suggested to speak with her after the hearing as she doesn't know where her comments were coming from.

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 Bylaws 7,8,9.

On a motion made by Susan Weston and seconded by Peter Holmes, the board voted unanimously to move the Draft Order to Final Order .

8) Applicant: Charles & Ellen Buchanan

DEP File Number: SE7-1841

Representative: Bracken Engineering, Inc.

Project Address: 24 Massasoit Avenue, Pocasset

Proposed Project: Demolition of existing garage, construction of single family dwelling with associated septic system, landscaping, and mitigation plantings within an AE Flood Zone and within 100 feet of a Wetland Resource Area

(Continued from May 2, 2013)

Hearing continued to 6/20/13 at request of applicant

9) Applicant: Town of Bourne Open Space Committee

DEP File Number: SE7-1845

Representative: Brendan Mullaney

Project Address: 285 Head of the Bay Road, Buzzards Bay (Little Buttermilk Bay Woods)

Proposed Project: Construct a set of wooden access stairs and landing, install wooden fence, and install plantings within an AE Flood Zone and within a Wetland Resource Area (Coastal Bank)

(Continued from May 16, 2013)

Brendan Mullaney - Waiting for file number. No comment from DEP. Endangered species program has 30 days to review. Haven't heard - called and emailed with no luck. Can condition – any requirements from Natural Heritage can automatically incorporated into this Order of Conditions.

On a motion made by Peter Holmes and seconded by Susan Weston, the board voted unanimously to close the public hearing.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1,2,3,4,9,12,13,19-24 and Bylaws 7,8,9 and with the condition of any requirements from the Natural Heritage and Endangered Species Program are automatically incorporated into this Order.

On a motion made by Susan Weston and seconded by Peter Holmes, the board voted unanimously to move the Draft Order to Final Order.

Other Business:

▶ 36 Starboard Road, Mashnee Island – update on Restoration Plan for Enforcement Order
Brendan Mullaney - Duxbury Gardeners asked to continue to 6/20/13.

▶ Approval of Minutes – May 2, 2013

On a motion made by Susan Weston and seconded by Peter Holmes, the board voted unanimously to approve minutes of 5/2/13 as submitted.

▶ Vote – Excuse Absent Members, if necessary

On a motion made by Rob Palumbo and seconded by Peter Holmes, the board voted unanimously to excuse absent members Martha Craig Rheinhardt and Paul Lelito.

▶ Any other business that may legally come before the Commission

▶ Report of the Conservation Agent

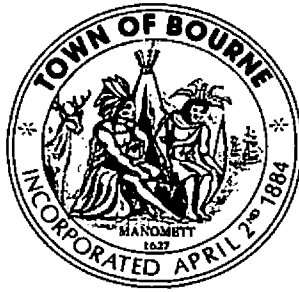
▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99

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

Adjourn

On a motion made by Susan Weston and seconded by Peter Holmes, the board voted unanimously to adjourn. Meeting adjourned at 9:45.

Respectfully submitted - Lisa Groezinger, sec.



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TOWN CLERK'S OFFICE
BOURNE, MASS

CONSERVATION COMMISSION AGENDA

Thursday, June 20, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

Presentation by AmeriCorps Cape Cod – Introduction, Available Services, and Needs Assessment

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** James Sullivan & Albert Hill **File Number:** CC13-28
Representative: Brad Malo, Coastal Engineering Co., Inc.
Project Address: 1 & 7 Island Drive, Pocasset
Proposed Project: Install gas service connections within an AE Flood Zone
Hearing Under State Act Only
(Continued from June 6, 2013)

- 2) **Applicant:** Donna Birtz **File Number:** CC13-33
Representative: David B. Mason
Project Address: 346 Circuit Avenue, Pocasset
Proposed Project: Upgrade to new Title V system within an AE Flood Zone
Hearing Under State Act Only

- 3) **Applicant:** Al Morton **File Number:** CC13-34
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 175 Presidents Road, Gray Gables
Proposed Project: Construct an addition and deck within an AE Flood Zone and within 100 feet of a Wetland Resource Area

- 4) **Applicant:** Michael Ryan **File Number:** CC13-35
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 10 Kendrick Lane, Pocasset
Proposed Project: Upgrade to new Title V septic system, move the existing dwelling, and construct a barn within an AE Flood Zone
Hearing Under State Act Only

- 5) **Applicant:** Ronald & Elizabeth Zinzer **File Number:** CC13-36
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 10 Wheeler Avenue, Pocasset
Proposed Project: Construct a garage within an AE Flood Zone
Hearing Under State Act Only

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

- 1) **Applicant:** John & Rhonda Briscoe **DEP File Number:** SE7-
Representative: Mark Flaherty, Flaherty & Stefani, Inc.
Project Address: 6 Massasoit 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:** 218 Main Street LLC, c/o Fred Mielke **DEP File Number:** SE7-
Representative: Joe Longo, Horsley Witten Group, Inc.
Project Address: 218 Main Street, Buzzards Bay
Proposed Project: Construct a 140-unit assisted living residential community including all associated grading, landscaping, utilities, parking, and other appurtenances within an AE Flood Zone
Hearing Under State Act Only
- 3) **Applicant:** Nubar Hagopian **DEP File Number:** SE7-1850
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 18 Scotch House Cove Road, Cataumet
Proposed Project: Install an in ground swimming pool with patio, hot tub, and fencing, including utilities, landscaping and appurtenances within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area
(Continued from June 6, 2013)
- 4) **Applicant:** Charles & Ellen Buchanan **DEP File Number:** SE7-1841
Representative: Bracken Engineering, Inc.
Project Address: 24 Massasoit Avenue, Pocasset
Proposed Project: Demolition of existing garage, construction of single family dwelling with associated septic system, landscaping, and mitigation plantings within an AE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from June 6, 2013)

Other Business:

- ▶ 36 Starboard Road, Mashnee Island – update on Restoration Plan for Enforcement Order
- ▶ Approval of Minutes – May 16, 2013
- ▶ 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, June 20, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

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

Call to Order

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 of the public: Jim Mulvey, Paul Gately (Bourne Courier), Barbara Frappier, Fred Mielke, Nubar Hagopian, Zachary Basinski, Laura Murphy, Connie Glasson, Holly Hudson, Jason Pontbriant, Gayle Sands, Ellen & Charles Buchanan

Presentation by AmeriCorps Cape Cod – Introduction, Available Services, and Needs Assessment

The Barnstable County AmeriCorps Cape Cod program is dedicated to serving the critical environmental and community needs of Cape Cod through natural resource management, disaster preparedness and response, community education and volunteer engagement.

Requests for Determination of Applicability:

1) Applicant: James Sullivan & Albert Hill

File Number: CC13-28

Representative: Brad Malo, Coastal Engineering Co., Inc.

Project Address: 1 & 7 Island Drive, Pocasset

Proposed Project: Install gas service connections within an AE Flood Zone

Hearing Under State Act Only

(Continued from June 6, 2013)

Chm. Gray recusing himself from discussion and vote of this hearing. Craig Rheinhardt chairing meeting.

Brendan Mullaney – this is a continued hearing from last meeting. Application is to add an extra dwelling to the application for gas service installation. No concerns with the project and it is within an AE Flood Zone only.

No further board comment. No public comment.

On a motion made by Rob Palumbo and seconded by Peter Holmes, the board voted unanimously to approve the project under a Negative 2 Determination.

2) Applicant: Donna Birtz

File Number: CC13-33

Representative: David B. Mason

Project Address: 346 Circuit Avenue, Pocasset

Proposed Project: Upgrade to new Title V system within an AE Flood Zone

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Hearing Under State Act Only

Brendan Mullaney – applicant not available tonight due to a conflict. The board can review as he turned in abutter notifications as required. This is an upgrade for a new septic system. No other jurisdictional resources within 100 feet of proposed project, in the AE Flood Zone only. No other concerns with the project.

No further board comment. No public comment.

On a motion made by Rob Palumbo and seconded by Peter Holmes, the board voted unanimously to approve the project under a Negative 2 Determination.

3) Applicant: Al Morton

File Number: CC13-34

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 175 Presidents Road, Gray Gables

Proposed Project: Construct an addition and deck within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Barbara Frappier – existing single family dwelling. Abuts a saltmarsh in the back. Proposing to remove existing deck and do a bump out to add space to one of the two bedrooms as well as a dining area. Once the old deck is removed, a new deck will be built. No septic work. Will be going to the Board of Appeals but don't expect any issues.

No board comment. No public comment.

Brendan Mullaney – there is a well defined saltmarsh on the property. There is a gently sloping lawn and the proposed work is greater than 50 feet from the edge of the salt marsh. No major concerns with the project.

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

4) Applicant: Michael Ryan

File Number: CC13-35

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 10 Kendrick Lane, Pocasset

Proposed Project: Upgrade to new Title V septic system, move the existing dwelling, and construct a barn within an AE Flood Zone

Hearing Under State Act Only

Brendan Mullaney – continued at request of applicant to 7/11/13.

5) Applicant: Ronald & Elizabeth Zinzer

File Number: CC13-36

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 10 Wheeler Avenue, Pocasset

Proposed Project: Construct a garage within an AE Flood Zone

Hearing Under State Act Only

Barbara Frappier – free standing garage in front of the house. No habitable space in the garage.

No board comment. No public comment.

Brendan Mullaney – area is a flat, developed lot, no other jurisdictional resources within 100 feet, project is in flood zone only. No concerns with erosion and no concerns with the project.

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

Notices of Intent:

1) Applicant: John & Rhonda Briscoe

DEP File Number: SE7-1852

Representative: Mark Flaherty, Flaherty & Stefani, Inc.

Project Address: 6 Massasoit 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

Chm. Gray recused himself from discussion and vote for this hearing. V. Chm. Craig Rheinhardt took over as chair.

Mark Flaherty – new septic installation in area close to salt marsh, also have high groundwater elevation. We are proposing to put septic as far away from the salt marsh as possible.

No board comment. No public comment.

Brendan Mullaney – difficult lot due to close proximity of marsh. New septic will be an improvement and applicant is not required to put in an alternative system since no work on the house is being done. It is a standard Title V upgrade from a cesspool.

On a motion made by Rob Palumbo and seconded by Peter Holmes, the board voted unanimously to close public hearing.

Brendan Mullaney – Draft Order of Conditions: All General Conditions, Special Conditions pursuant to MGL, Chapter 131, Section 40 numbers 1-4,9,10,12,16-24 and Special Conditions pursuant to the Bylaw numbers 4,7,8,9. Special Conditions 20,24 to be continued in perpetuity.

On a motion made by Peter Holmes and seconded by Betsy Kiebala, the board voted unanimously to move the Draft Order to Final Order.

2) Applicant: 218 Main Street LLC, c/o Fred Mielke

DEP File Number: SE7-1851

Representative: Joe Longo, Horsley Witten Group, Inc

Project Address: 218 Main Street, Buzzards Bay

Proposed Project: Construct a 140-unit assisted living residential community including all associated grading, landscaping, utilities, parking, and other appurtenances within an AE Flood Zone

Hearing Under State Act Only

Joe Longo – assisted living building behind the Post Office on Main Street. It is a four (4) acre sight. Installing a 25-year stormwater system on site, under both parking lots so there will be no run off. Test pits have been confirmed. The front of building will face the canal. There will be 52 parking spaces with an additional 40 under the section of the building. No wetland buffers since project is in flood zone only.

No board comment. No public comment.

Brendan Mullaney – project is in Flood Zone only, therefore only resource area is Land Subject to Coastal Storm Flowage, for which there are no performance standards. The board needs to look at project and determine if there will be any negative impacts. Stormwater report and all plans have submitted properly and would meet the town standards for stormwater treatment. The project would need to be reviewed by other regulatory boards, he has no concerns with the project.

Frappier – suggesting sending a letter to the Planning Board commending the design to encourage low impact development for run off and drainage.

On a motion made by Betsy Kiebala and seconded by Rob Palumbo, the board voted unanimously to close public hearing.

Brendan Mullaney – Draft Order of Conditions: All General Conditions, Special Conditions pursuant to MGL, Chapter 131, Section 40 numbers 1,2,3,5,9,12,13,16-24. No Bylaw Conditions as project is in AE Flood Zone only. Special Conditions 20,24 to be continued in perpetuity.

On a motion made by Peter Holmes and seconded by Betsy Kiebala, the board voted unanimously to move the Draft Order to Final Order.

3) Applicant: Nubar Hagopian DEP

File Number: SE7-1850

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 18 Scotch House Cove Road, Cataumet

Proposed Project: Install an in ground swimming pool with patio, hot tub, and fencing, including utilities, landscaping and appurtenances within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

(Continued from June 6, 2013)

Barbara Frappier – continued because there wasn't a file number. Aware the Commission has received letters from abutters. She has some comments to the letters for additional constriction methodology additions.

Chm. Gray – read into record letters of abutters Alice Denormandie, Woodward Cannon and Joy Csanadi who are not in favor of the pool.

Weston – would like to see the pool moved back.

Palumbo – doesn't see an issue where it is.

Chm. Gray – Mapped habitat is in the lawn. Eastern box turtle is not an endangered species – it is a species of concern. Ms. Frappier – there is no cellar and the coastal bank was created when applicant contracted work for the footings of the house. Extra fill was put on other side of the house as it didn't exist. He created a coastal bank and buffer zone is more landward than before.

Chm. Gray – there is nothing that requires any setback from any resource area with regard to pools. Under the bylaw there is a 50 FT setback on new lots. On structures that have already been approved, one cannot go any further seaward than the existing structure.

Frappier – in designing pool, the design is a salt filtration system. Cartridge filter so no back washing.

Weston – the hot tub is not on coastal bank? Frappier replies it is not.

Chm. Gray – Dr. Cannon was not notified, but is an abutter. Ms. Frappier – used the Town's Assessor's list.

Kiebala – would like to see pool moved further back from the coastal bank.

Ms. Frappier – this is the only pool in the neighborhood.

Chm. Gray – asked if applicant is willing to come back and change the location of the pool. The applicant is not willing to make changes and wishes to move forward.

Holly Hudson – raised issue with easements and questioned how applicant will be monitored with the care and maintenance of the pool.

Chm. Gray – the board has no control over easements. Civil matter nothing this board can do. The board monitors the pool by placing the same conditions on other pools as done in the past. There are no DEP regulations for pool placement near wetlands. He suggested if people are really concerned about adding regulations in the Bylaw specific to pools, come before Town Meeting as a private petition.

Laura Murphy – had three more letters from neighbors on the street all who are concerned with the addition of a pool near the harbor.

Ms. Frappier – the depth to groundwater is far as 2 FT below groundwater in the deep end. Applicant is installing a dewatering area and an appropriate size basin. The idea is to pump and keep the water on site. Pool will use a saltwater filtration system.

Gladys – asked about the maintenance of the pool. Ms. Frappier – any water that comes in or out comes by truck. Chemicals are all contained.

Jason Poontbriant – landscape designer – suggested an ionization system – keeps algae out, no chemicals.

Ms. Frappier – something applicant could look into.

Gail Sands – asked about the water in the hot tub. Ms. Frappier – uses the same filter system as the pool. Chm. Gray – addressed what the board can do moving forward, advises members of the public about their right to appeal decisions made by the Commission.

On a motion made by Paul Lelito and seconded by Betsy Kiebala, the board voted unanimously to close public hearing.

Brendan Mullaney – Draft Order of Conditions: All General Conditions, Special Conditions pursuant to MGL, Chapter 131, Section 40 numbers 1,2,3,9,10,12,13,16-24 and Special Conditions pursuant to the Bylaw numbers 7,8,9. Added Special Condition of the ionization system. Additional Special Condition to reference narrative with the NOI. Special Conditions 20,24 to be continued in perpetuity.

On a motion made by Betsy Kiebala and seconded by Rob Palumbo, the board voted unanimously to move the Draft Order to Final Order.

Chm. Gray – wants to see some follow-up with a citizens with regard to regulations to the pools. Ms. Frappier – suggested some of changes made tonight on the pool should be incorporated in future pools.

4) Applicant: Charles & Ellen Buchanan

DEP File Number: SE7-1841

Representative: Bracken Engineering, Inc.

Project Address: 24 Avenue, Pocasset

Proposed Project: Demolition of existing garage, construction of single family dwelling with associated septic system, landscaping, and mitigation plantings within an AE Flood Zone and within 100 feet of a Wetland Resource Area

(Continued from June 6, 2013)

Chm. Gray recused himself from discussion and vote. V. Chm. Craig Rheinhardt took over as chair.

Zac Basinski, Bracken Engineering – development of single-family home. There is a saltmarsh and a small coastal bank, project is within the AE flood zone. The Board of Health approved a denitrification system. All structures are outside the 50 FT buffer.

No board comment. No public comment.

Brendan Mullaney – some concern from abutters. There were concerns of the coastal bank. The engineers have provided transects to define the limit of the bank. It is a very small bank, but qualifies as it meets the criteria under DEP Policy 92-1. Applicant has included the footpath and mitigation plantings. Applicant has met all the board requirements. No concerns with the project.

On a motion made by Rob Palumbo and seconded by Peter Holmes, the board voted unanimously to close public hearing.

Brendan Mullaney – Draft Order of Conditions: All General Conditions, Special Conditions pursuant to MGL, Chapter 131, Section 40 numbers 1-6,9,10,12,13,16-24 and Special Conditions pursuant to the Bylaw numbers 4,7,8,9. Special Conditions 20,24 and Bylaw Conditions 4,6 to be continued in perpetuity.

On a motion made by Peter Holmes and seconded by Betsy Kiebala, the board voted unanimously

to move the Draft Order to Final Order.

Other Business:

▶ 36 Starboard Road, Mashnee Island – update on Restoration Plan for Enforcement Order

Brendan Mullaney - board determined to submit restoration plan to answer the Enforcement Order after the slope was mostly clear cut. Since then, the slope has re-vegetated itself. Additional work on property will be proposed later. The applicants are seeking to maintain to keep bank stable, while allowing for a viewshed. The existing vegetation will hold integrity of the bank, board needs to decide how owners can manage vegetation.

Jason Pontbriant shows pictures and plans for area - additional work patio will come in under NOI or Request. In process of filing application.

Brendan Mullaney – there is no timeline. Looking to amend the Enforcement Order to allow to do maintenance work. Then at time of filing for patio, he suggests rolling the maintenance plan into the filing.

Brendan Mullaney – recommends the board vote to allow to go forward, as they are compliant with what was requested.

Lelito – treatment of bittersweet recommendation, when snipped, paint with full strength Round Up. This will save ripping, tearing and disturbing the area.

▶ **Approval of Minutes – May 16, 2013**

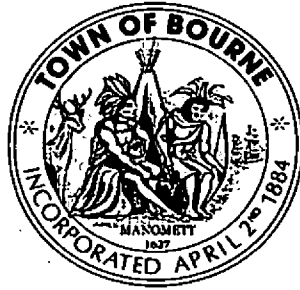
On a motion made by Rob Palumbo and seconded by Peter Holmes, the board voted unanimously to approve minutes of 5/16/13 as submitted.

- ▶ 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

Adjourn

On a motion made by Peter Holmes and seconded by Betsy Kiebala, the board voted unanimously to adjourn. Meeting adjourned at 9:20 pm.

Respectfully submitted,
Lisa Groezinger, sec.



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TOWN CLERK'S OFFICE
BOURNE, MASS

CONSERVATION COMMISSION AGENDA

Thursday, July 11, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Brett Ellis **File Number:** CC13-37
Representative: SAME
Project Address: 266 Circuit Avenue, Pocasset
Proposed Project: Upgrade to new Title V septic system within an AE Flood Zone
Hearing Under State Act Only

- 2) **Applicant:** David McClung **File Number:** CC13-38
Representative: CEF Building and Remodeling
Project Address: 70 Monument Avenue, Monument Beach
Proposed Project: Remove and reconstruct existing wooden deck within a VE Flood Zone and within 100 feet of a Wetland Resource Area

- 3) **Applicant:** Nicholas Barrow **File Number:** CC13-39
Representative: SAME
Project Address: 26 Thorne Road, Gray Gables
Proposed Project: Construct a deck within an AE Flood Zone
Hearing Under State Act Only

- 4) **Applicant:** Michael Ryan **File Number:** CC13-35
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 10 Kendrick Lane, Pocasset
Proposed Project: Upgrade to new Title V septic system, move the existing dwelling, and construct a barn within an AE Flood Zone
Hearing Under State Act Only
(Continued from June 20, 2013)

7:15) Notices of Intent:

- 1) **Applicant:** Steve Schuster **DEP File Number:** SE7-
Representative: Jay Desmarais, Duxbury Gardeners
Project Address: 36 Starboard Road, Mashnee Island
Proposed Project: Install patio, landscape walls, plantings, and maintain Coastal Bank vegetation within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Request for Certificate of Compliance:

Applicant: Jay McLaughlin, et als **DEP File Number:** SE7-1529
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 42 Old Bridge Road, Buzzards Bay
Proposed Project: Construct 16 unit condominium complex with utilities, landscaping, grading and appurtenances within an AE flood zone and 100' of a Wetland Resource Area and within the 200' Riverfront Area

Other Business:

- ▶ Approval of Minutes – June 6, 2013
- ▶ 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, July 11, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

Members present: Chm. Bob Gray, Peter Holmes, Betsy Kiebala, Paul Lelito, Robert Patumbo, and Susan Weston, Alternate member Thomas Ligor

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TOWN CLERK'S OFFICE
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Member(s) absent: V. Chm. Martha Craig Rheinhardt

Brendan Mullaney, Conservation Agent

Public present: James Mulvey, Barbara Frappier, Charlie Fountain, Jay Desmarais, Carol & Karl Treen, Brett Ellis

Call to Order

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.

List of Documents

None

7:00) Requests for Determination of Applicability:

1) Applicant: Brett Ellis

File Number: CC13-37

Representative: SAME

Project Address: 266 Circuit Avenue, Pocasset

Proposed Project: Upgrade to new Title V septic system within an AE Flood Zone

Hearing Under State Act Only

Brett Ellis representing – proposing to upgrade septic system with new tank and leaching field.

Brendan Mullaney – project is also within 100 ft from a cranberry bog, but is not an issue procedurally since it was advertised as being heard under both the state act and town bylaw. Project is for a simple septic upgrade, will be an improvement over existing conditions. No concerns with the project.

No board comment. No public comment.

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

2) Applicant: David McClung

File Number: CC13-38

Representative: CEF Building and Remodeling

Project Address: 70 Monument Avenue, Monument Beach

Proposed Project: Remove and reconstruct existing wooden deck within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Charles Fountain – existing deck is not to code - needs new footings and will reconstruct in sections to the existing footprint and bring to MA code.

Brendan Mullaney – property was before board for a new seawall which is now fully constructed. This is an in kind replacement of deck, minor excavation, minimal intrusion. Mr. Fountain – using diamond pin footings - said it is possible he may have no intrusion. Brendan has no concerns with the project.

Questions from board members regarding diamond pin footings – Mr. Fountain states it is new technology that comes in multiple sizes

No further board comment. No public comment.

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

3) Applicant: Nicholas Barrow

File Number: CC13-39

Representative: SAME

Project Address: 26 Thorne Road, Gray Gables

Proposed Project: Construct a deck within an AE Flood Zone

Hearing Under State Act Only

Brendan Mullaney – applicant not present tonight, but has turned in his abutter notification. Applicant met requirements so the board can move forward. Simple deck expansion - no other jurisdictional resource areas within 100 feet of project, the project is in the flood zone only. No concerns with the project.

No board comment. No public comment.

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

4) Applicant: Michael Ryan

File Number: CC13-35

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 10 Kendrick Lane, Pocasset

Proposed Project: Upgrade to new Title V septic system, move the existing dwelling, and construct a barn within an AE Flood Zone

Hearing Under State Act Only

(Continued from June 20, 2013)

Ms. Frappier – install new title V septic to service house. Also proposing to move the house and construct a barn. Barn is outside of ConCom jurisdiction.

Brendan Mullaney – no other wetland resources within 100 ft of the project. Removal of some vegetation on the site. No performance standards for the flood zone. No concerns with the project.

No board comments. No public comment.

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

7:15) Notices of Intent:

1) Applicant: Steve Schuster

DEP File Number: SE7-1853

Representative: Jay Desmarais, Duxbury Gardeners

Project Address: 36 Starboard Road, Mashnee Island

Proposed Project: Install patio, landscape walls, plantings, and maintain Coastal Bank vegetation within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Mr. Desmarais – finish property with landscaping in the front with a patio, lawn, shrubbery and some seating walls. Foundation height is at 19'7", coastal bank is at 18 elevation. Scope of work to excavate as little as possible, existing lawn will not be altered. For the patio, the plan is to go in and excavate out loam, replace with packing, add stone dust and pavers on top. Elevation of the patio is about 18 – 9 inches higher than the coastal bank itself. Existing path will be preserved and replaced by pavers. Block seating wall is 24" in height to anchor patio. From coastal bank, the canal is 120' before you hit water at high tide.

Brendan Mullaney – the bank has fully re-vegetated itself. There are similar projects in the area and other parts of the town have been approved. Pavers will allow for some infiltration. The board needs to determine how to condition the project to allow for maintenance of the coastal bank.

Lelito – recommended basal treatment for invasives and to let native species come up naturally. This is the only way to get rid of bittersweet – otherwise it will be a constant battle.

The consensus of the board is to include maintenance similar to what Lelito suggested with follow-up before the board.

No further board comment. No public comment.

On a motion made by Paul Lelito and seconded by Peter Holmes, the board voted unanimously to close public hearing.

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 Bylaw Conditions 6,7,8 and 9 with Special Condition that states reference to Maintenance Plan submitted by Duxbury Gardeners on behalf of the applicant, maintenance will be perpetual and will continue beyond expiration of conditions.

On a motion made by Peter Holmes and seconded by Paul Lelito, the board voted unanimously to move the Draft Order of Conditions to Final Order of Conditions.

Request for Certificate of Compliance:

1) Applicant: Jay McLaughlin, et als

DEP File Number: SE7-1529

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 42 Old Bridge Road, Buzzards Bay

Proposed Project: Construct 16 unit condominium complex with utilities, landscaping, grading and appurtenances within an AE flood zone and 100' of a Wetland Resource Area and within the 200' Riverfront Area

Brendan Mullaney – conducted a site visit. There are issues with the drainage on the property and some of the proposed mitigation. However, the original developers made a lot of promises then basically abandoned the project and left the burden on the current tenants. They have done their best to meet these promises and he believes the project is substantially compliant. Some of them have had trouble selling their units because of the outstanding OOC. He recommends the board grant the Certificate. With regard to monitoring, if the mitigation plantings do not survive or there are other issues, enforcement can be initiated.

It is suggested a letter be sent along with COC to the Association requesting that they monitor and maintain the mitigation plantings.

On a motion made by Peter Holmes and seconded by Susan Weston, the board voted unanimously to grant Certificate of Compliance with accompanying letter going to the Association.

Other Business:

► Approval of Minutes – June 6, 2013

On a motion made by Betsy Kiebala and seconded by Susan Weston, the board voted unanimously to approve minutes of 6/6/13 as submitted.

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

On a motion made by Paul Lelito and seconded by Peter Holmes, the board voted unanimously to excuse absent member Martha Craig-Rheinhardt.

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

Chm. Gray – with regard to the Town of Bourne Wetlands Bylaw, asked the board if there be a need to review the language for the 50 FT setback – to re-write and take to Town Meeting. The consensus of the board is to leave as is.

▶ **Report of the Conservation Agent**

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

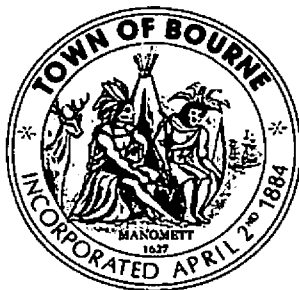
▶ Questions and Answers re: Town of Bourne Wetland Protection Bylaw (Article 3.7) and BWR 1.00-1.16

Adjourn

On a motion made by Peter Holmes and seconded by Susan Weston, the board voted unanimously to adjourn. Meeting adjourned at 8:21 pm.

Respectfully submitted,
Lisa Groezinger, sec.

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TOWN CLERK'S OFFICE
BOURNE, MASS



CONSERVATION COMMISSION AGENDA

Thursday, July 25, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Notices of Intent:

- 1) **Applicant:** D. Gordon & Susan H. MacLeod **DEP File Number:** SE7-1854
Representative: Bracken Engineering, Inc.
Project Address: 14 Shirley Place, Pocasset
Proposed Project: Construct addition and deck, install new Title V septic system, remove trees, and install mitigation plantings within 100 feet of a Wetland Resource Area

- 2) **Applicant:** Rosemary Dalton **DEP File Number:** SE7-
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 140 Eel Pond Road, Monument Beach
Proposed Project: Raze and rebuild single family dwelling, including septic hook-up, utilities, landscaping, and other appurtenances within an AE Flood Zone, within 100 feet of a Wetland Resource Area, and within the 200 foot Riverfront Area

- 3) **Applicant:** Charles & Nancy Sweetman **DEP File Number:** SE7-
Representative: Stanley Humphries, LEC Environmental Consultants, Inc.
Project Address: 11 Phillips Road, Sagamore Beach
Proposed Project: Construct 175 linear feet of sloped stone revetment with splash pad, fill, and salt tolerant grasses and shrubs within a VE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

- 4) **Applicant:** David Butler **DEP File Number:** SE7-
Representative: Stanley Humphries, LEC Environmental Consultants, Inc.
Project Address: 21 Phillips Road, Sagamore Beach
Proposed Project: Construct 75 linear feet of sloped stone revetment with splash pad, fill, and salt tolerant grasses and shrubs within a VE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

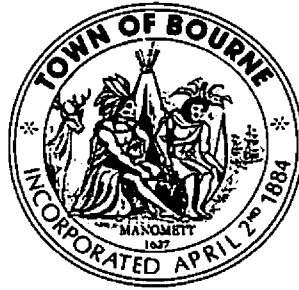
- 5) **Applicant:** Timothy Traub **DEP File Number:** SE7-
Representative: Stanley Humphries, LEC Environmental Consultants, Inc.
Project Address: 25 Phillips Road, Sagamore Beach
Proposed Project: Construct 150 linear feet of sloped stone revetment with splash pad, fill, and salt tolerant grasses and shrubs within a VE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

- 6) **Applicant:** Michelle Viotty **DEP File Number:** SE7-
Representative: Stanley Humphries, LEC Environmental Consultants, Inc.
Project Address: 39 Phillips Road, Sagamore Beach
Proposed Project: Install four rows of sand-filled envelopes for 150 linear feet, cover with cobble and sand, and vegetate with salt tolerant grasses and shrubs within a VE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area
- 7) **Applicant:** Gerald Goveia & Brenda Bagnell **DEP File Number:** SE7-
Representative: Stanley Humphries, LEC Environmental Consultants, Inc.
Project Address: 45 Phillips Road, Sagamore Beach
Proposed Project: Install four rows of sand-filled envelopes for 125 linear feet, cover with cobble and sand, and vegetate with salt tolerant grasses and shrubs within a VE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

Other Business:

- ▶ Approval of Minutes – June 20, 2013
- ▶ 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 (Amended)

Thursday, July 25, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) **Notices of Intent:**

- 1) **Applicant:** D. Gordon & Susan H. MacLeod **DEP File Number:** SE7-1854
Representative: Bracken Engineering, Inc.
Project Address: 14 Shirley Place, Pocasset
Proposed Project: Construct addition and deck, install new Title V septic system, remove trees, and install mitigation plantings within 100 feet of a Wetland Resource Area

- 2) **Applicant:** Rosemary Dalton **DEP File Number:** SE7-
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 140 Eel Pond Road, Monument Beach
Proposed Project: Raze and rebuild single family dwelling, including septic hook-up, utilities, landscaping, and other appurtenances within an AE Flood Zone, within 100 feet of a Wetland Resource Area, and within the 200 foot Riverfront Area

- 3) **Applicant:** Charles & Nancy Sweetman **DEP File Number:** SE7-
Representative: Stanley Humphries, LEC Environmental Consultants, Inc.
Project Address: 11 Phillips Road, Sagamore Beach
Proposed Project: Construct 175 linear feet of sloped stone revetment with splash pad, fill, and salt tolerant grasses and shrubs within a VE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

- 4) **Applicant:** David Butler **DEP File Number:** SE7-
Representative: Stanley Humphries, LEC Environmental Consultants, Inc.
Project Address: 21 Phillips Road, Sagamore Beach
Proposed Project: Construct 75 linear feet of sloped stone revetment with splash pad, fill, and salt tolerant grasses and shrubs within a VE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

- 5) **Applicant:** Timothy Traub **DEP File Number:** SE7-
Representative: Stanley Humphries, LEC Environmental Consultants, Inc.
Project Address: 25 Phillips Road, Sagamore Beach
Proposed Project: Construct 150 linear feet of sloped stone revetment with splash pad, fill, and salt tolerant grasses and shrubs within a VE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

- 6) **Applicant:** Michelle Viotty **DEP File Number:** SE7-
 Representative: Stanley Humphries, LEC Environmental Consultants, Inc.
 Project Address: 39 Phillips Road, Sagamore Beach
 Proposed Project: Install four rows of sand-filled envelopes for 150 linear feet, cover with cobble and sand,
 and vegetate with salt tolerant grasses and shrubs within a VE Flood Zone, within a
 Wetland Resource Area, and within 100 feet of a Wetland Resource Area
- 7) **Applicant:** Gerald Goveia & Brenda Bagnell **DEP File Number:** SE7-
 Representative: Stanley Humphries, LEC Environmental Consultants, Inc.
 Project Address: 45 Phillips Road, Sagamore Beach
 Proposed Project: Install four rows of sand-filled envelopes for 125 linear feet, cover with cobble and sand,
 and vegetate with salt tolerant grasses and shrubs within a VE Flood Zone, within a
 Wetland Resource Area, and within 100 feet of a Wetland Resource Area

Other Business:

- ▶ Discussion / Possible Vote –Use of Bassetts Island Conservation Area / Department of Natural Resources jurisdiction
- ▶ Approval of Minutes – June 20, 2013
- ▶ 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, July 25, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

Members present: Chairman Bob Gray, Peter Holmes, Betsy Kiebala and alternate member Michael Gratis.

Members absent: Vice Chairwoman Martha Craig Rheinhardt, Paul Lelito, Robert Palumbo and Susan Weston, and alternate member Thomas Ligor

Call to Order

Chm. Gray called meeting to order at 7:21 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 of the public: Jim Mulvey, Zac Basinski, Timothy Traub, Stan Humphries, Barbara Grappier, Rosemary Dalton, Stephen Queenan, Marijane Tuohy, James & Helen Queenan, Patricia Sherman, George & Alta-Mae Butler, Donald Ellis, Bill Dalton, Donald Mier, Gerald Goveia, Michael Dalton, Joe Previte, Deborah Previte, Nancy & Charles Sweetman, Nancy St. Yves, Penni Pomeroy, David Butler, Gordon & Susan MacLeod

NOTICE
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TOWN CLERK'S OFFICE
BOURNE, MASS

Notices of Intent:

1) Applicant: D. Gordon & Susan H. MacLeod

DEP File Number: SE7-1854

Representative: Bracken Engineering, Inc.

Project Address: 14 Shirley Place, Pocasset

Proposed Project: Construct addition and deck, install new Title V septic system, remove trees, and install mitigation plantings within 100 feet of a Wetland Resource Area

Chairman Gray states that he would usually recuse himself since he does work with Bracken Engineering. However, he will invoke the rule of necessity since his recusal would cause a lack of quorum. He asks if anyone objects to him sitting on this matter. There are no objections.

Zac Basinski representing – the house was constructed in 1979. There is a BVW on the site with a 500 year flood zone boundary just off the lot. The lot partially sits in Natural Heritage Habitat. We are looking to expand the existing deck which is 18 feet from the closest resource area. Applicant will include mitigation plantings and plans to remove three trees, however, if the oak tree can be maintained, they will try to keep. There will be an upgrade to existing septic. Proposed work will be inside the existing lawn areas.

Brendan Mullaney – in terms of the septic upgrade, this will be an improvement over existing conditions. Applicant is proposing mitigation plantings for the area. New proposed structures are no closer to resource area than currently exists. Since applicant has not heard from Natural Heritage, he assumes they have accepted application as qualifying under a MESA exemption. In his opinion, project meets criteria for exemption as accessory to existing dwelling. No further concerns with the project.

No board comment. No public comment.

On a motion made by Peter Holmes and seconded by Betsy Kiebala, the board voted unanimously to close public hearing.

Brendan Mullaney - Draft Order of Conditions: All General Conditions Special Conditions pursuant to MGL, Chapter 131, Section 40 numbers 1-4,9,10,12,13,16-24 and Special Conditions pursuant to the Bylaw numbers 4,6,7,8,9. Special Conditions 20,24 and Bylaw Conditions 4, 6 to continue in perpetuity.

On a motion made by Betsy Kiebala and seconded by Peter Holmes, the board voted unanimously to move the Draft Order of Conditions to Final Order of Conditions.

2) Applicant: Rosemary Dalton

DEP File Number: SE7-1858

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 140 Eel Pond Road, Monument Beach

Proposed Project: Raze and rebuild single family dwelling, including septic hook-up, utilities, landscaping, and other appurtenances within an AE Flood Zone, within 100 feet of a Wetland Resource Area, and within the 200 foot Riverfront Area

Barbara Frappier – applicant seeking to raze existing and construct a new single family dwelling, which will be no closer to the top of the coastal bank than the existing house. Applicant will remove two free standing oak trees. There are plans to install siltation barriers along the back side of the road. Siltation area is up higher and has been staked for Brendan Mullaney to check prior to the beginning of work.

Brendan Mullaney – this is a standard raze and rebuild which is somewhat larger than existing but keeping setbacks from the associated resource areas. As long as adequate siltation is installed, there is no impact on resource areas. The large boulder will stay in the back of the house. There may be some removal or chipping of the other boulder. There is an NHSEP issue, but it appears to qualify for the exemption for a single family dwelling. No further concerns with the project.

Holmes – asked about the well. The well will remain in the current area.

No further board comment. No public comment.

On a motion made by Peter Holmes and seconded by Betsy Kiebala, the board voted unanimously to close public hearing.

Brendan Mullaney - Draft Order of Conditions: All General Conditions Special Conditions pursuant to MGL, Chapter 131, Section 40 numbers 1,2,3,4,5,6,9,10,12,13,16-24 and Special Conditions pursuant to the Bylaw numbers 4,6,7,8,9. Special Conditions 20,24 and Bylaw Conditions 4, 6 to continue in perpetuity.

On a motion made by Betsy Kiebala and seconded by Peter Holmes, the board voted unanimously to move the Draft Order of Conditions to Final Order of Conditions.

3) Applicant: Charles & Nancy Sweetman

DEP File Number: SE7- 1859

Representative: Stanley Humphries, LEC Environmental Consultants, Inc.

Project Address: 11 Phillips Road, Sagamore Beach

Proposed Project: Construct 175 linear feet of sloped stone revetment with splash pad, fill, and salt tolerant grasses and shrubs within a VE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

Stan Humphries – explained the brief history of the next five applications which includes three properties in the area which are split by town owned property and then two adjacent lots. Damage was done along the Cape Cod bay area from the February and March storms. The resource areas of concern – coastal beach, costal bank, land subject to coastal storm flowage and Natural Heritage area is mapped on individual plans. It appears to follow the toe of the bank as it existed in 2008. At the town property which is isolated from project, it shifts more landward. Reviewed DEP wetland maps, and in agreement with them, outwash plain deposits at higher elevation 30-40 ft for 3 properties where you have coastal banks. Topography dips down a bit for the remaining two properties and fits the definition of a coastal dune.

Applicant seeking to construct about 175 linear feet stone revetment up to elevation 16 and a splash pad horizontally behind it. There are two stone groins, one to the north and one to the south of the three properties. The shoreline is modified in response to two stone groins. Seeking to re-establish a linear shore line by filling the proposed revetment and splash pad and then re-vegetate.

A stone stairway to be incorporated into the revetment. The property has access to the beach by wooden steps which will need to be pulled out for reconstruction. Asking to modify with stone steps.

Kiebala – asked if there will be excavation on the beach. Humphries - Excavation proposed to locate tow stone deep enough so that it is not undermined. Adding fill behind the revetment will re-establish the position to what it was prior to the storms. The use of equipment will be similar to build revetments to the north (excavator, loader and bobcat). For access, applicant will need to go before the Board of Selectmen for permission to use town access 100 feet north – placing fill at the ramp and over the groin to get access for vehicles and materials.

Chairman Gray asks when the house was built. Brendan Mullaney – 1916. Gray – I assume you are considering this an engineered structure and thus plans are stamped by a PE. Humphries replies yes.

Brendan Mullaney – two storms that did most of the damage in this area. In terms of storm volume and material, this area lost more than Sagamore Road, but the homes that sit further back, have more material to lose and have different land forms from the others, which are sloped with woody vegetation. This area lost substantial volume and linear feet. This house in particular was constructed in 1916 and meets DEP requirement for a hard engineered structure and is afforded the right to protect the dwelling. Applicant incorporated a splash pad which will be a great benefit if the area suffers storms similar to the ones mentioned. Asks about the return on the adjacent property.

Mr. Humphries - the return comes shy of the property line and slopes up from the north to meet the slope coming down towards the more northeast property. Rather than abruptly end the return, he recommends to make a gentle return to the abutting property.

No further board comment.

Nancy St. Yves – abutter, asked for clarification on the splash pad. Mr. Humphries – explained that the material inside pad will be pervious, so when water comes over, the water will infiltrate into the stones.

Mr. Mulvey – asked what is the anticipated start date of the project. Mr. Humphries – anticipating starting this fall, possibly after Labor Day. Mr. Mulvey – will there be on-site measures for any spills on the beach? Mr. Humphries states the contractor should address that.

Nancy St. Yves – asked what her timeframe is to participate including her property with the project. Brendan Mullaney – said she would need to go through the same process as these folks and there is time, suggests to begin as soon as possible.

Ann Whitters – asked what would happen if Ms. Yves delayed the project. Chm. Gray – this is not an issue from a regulatory standpoint as long as the house was built prior to 1978 and resource area is same as this site (coastal bank, not coastal dune) will qualify her for the hard revetment. Plans can be modified in future in agreement with abutters and applicant. He said to keep in mind it would be cost effective to have the project done with the other projects.

On a motion made by Peter Holmes and seconded by Betsy Kiebala, the board voted unanimously to close public hearing.

Brendan Mullaney - Draft Order of Conditions: All General Conditions Special Conditions pursuant to MGL, Chapter 131, Section 40 numbers 1,2,3,9,12,13,16-24 and Special Conditions pursuant to the Bylaw numbers 7,8,9. Additional Special Conditions 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. ASC-2) The Notice of Intent Report, dated July 23, 2013, and prepared by LEC Environmental Consultants is incorporated into this Order of Conditions. ASC-3) Any conditions set forth by the Town of Bourne Board of Selectmen in a Temporary Construction Access Easement are automatically incorporated into this Order of Conditions.

On a motion made by Betsy Kiebala and seconded by Peter Holmes, the board voted unanimously to move the Draft Order of Conditions to Final Order of Conditions.

4) Applicant: David Butler

DEP File Number: SE7- 1855

Representative: Stanley Humphries, LEC Environmental Consultants, Inc.

Project Address: 21 Phillips Road, Sagamore Beach

Proposed Project: Construct 75 linear feet of sloped stone revetment with splash pad, fill, and salt tolerant grasses and shrubs within a VE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

Mr. Humphries – existing structure was re-built in 1917. Resource areas are the coastal bank, coastal beach, coastal and storm flowage. The revetment is typical within the beach area. Applicant would like to construct the stone stairs in place of existing wooden stairs.

No board comments. No public comments.

Brendan Mullaney – comments are the same comments as the previous filing. No return on this wall as it has a continuing wall on both sides. There has been a loss of large volume of material. He feels the splash pad will help to protect the revetment from being eroded out from the backside. This is the same exact project as last time. No further concerns.

No public comments.

On a motion made by Peter Holmes and seconded by Betsy Kiebala, the board voted unanimously to close public hearing.

Brendan Mullaney – the Draft Order of Conditions is the same as the previous filing, with the Special Condition pending upon MESA review, NOI report and temporary construction easement pending Board of Selectmen approval.

On a motion made by Betsy Kiebala and seconded by Peter Holmes, the board voted unanimously to move the Draft Order of Conditions to Final Order of Conditions.

5) Applicant: Timothy Traub

DEP File Number: SE7- NO FILE NUMBER

Representative: Stanley Humphries, LEC Environmental Consultants, Inc.

Project Address: 25 Phillips Road, Sagamore Beach

Proposed Project: Construct 150 linear feet of sloped stone revetment with splash pad, fill, and salt tolerant grasses and shrubs within a VE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

Mr. Humphries – hoping to entertain orders upon receipt of file number within two weeks. Included is the coastal beach, coastal bank and storm flowage up to 16. Natural Heritage Endangered Species. The house is dated 1926. Cross sections reviewed. Additional fill and vegetation on top of splash pad will be added. On the revetment, filled and planted with vegetation. One construction detail is with ending the structure at the south boundary where it matches with the town access – it will end on 25 Phillips Road without going into the town property. There are existing boulders and a structural tie in – blending or feathering down.

Holmes – raised issue with the public access and feathering it in. Brendan Mullaney – he will meet with Mr. Sala (DPW) and Mr. Leitzel (Engineering) to see if there is a way to repair situation. Mr. Humphries – said if there is a concern about ending on the property, there can be a condition to supplement sand on an annual basis.

No further board comments.

Brendan Mullaney – same comments as the previous filing. It is possible to put Mr. Humphries' suggestion in the order, but as long as it is stated a hard structure that ended on that property, armoring it in on both sides could make it more susceptible to future storm damage. This application cannot be closed due to lack of file number.

James Queenan – is in support of the three applications as they would be a great improvement. His concern has to do with the public beach way. He suggested to Brendan Mullaney and Mr. Sala, to build steps at the same time, using stone steps would further support the bank.

Chm. Gray – procedural issues. Whether the town can amend is problematic – it has to be something the applicant wants to do, and would require plans (amended or separate to be prepared). As far as funding, he has no answers at this time and that is out of the hands of the Commission. Beachway access is not under control of this board but the Town Administrator and the Selectmen. He suggests Mr. Queenan speaking with Mr. Sala.

Steve Queenan – son of James Queenan reiterated what his father stated. Mr. Humphries - one more person would have to be notified for the town property.

Chm. Gray – asked applicant if he wants his project to allow for work on town piece. Applicant has no objection but does not want to pay for the town piece. Chm. Gray – explained the board only approves a plan, and cannot force the Town of Bourne to implement. The permit is good for three years.

Hearing continued to 8/8/13 as there is no DEP file number.

6) Applicant: Michelle Viotty

DEP File Number: SE7- 1856

Representative: Stanley Humphries, LEC Environmental Consultants, Inc.

Project Address: 39 Phillips Road, Sagamore Beach

Proposed Project: Install four rows of sand-filled envelopes for 150 linear feet, cover with cobble and sand, and vegetate with salt tolerant grasses and shrubs within a VE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

Mr. Humphries – the last two applications are included in Appendix B in this filing, a portion of which was read into record. Plan view – sturdy sand fence, landward used as a forward anchor for forward slope; seaward extent will extend to, but short of, town owned property line. Envelope will be 6 FT deep and 4 FT in height. He explained to the applicants why they don't qualify for hard construction as in the previous applications.

Brendan Mullaney – from his experience, coconut fiber rolls and envelopes have been allowed and have shown success in certain applications. They do have a place if installed properly. Mr. Humphries submitted a copy of letter from the Commissioner of DEP stating coir envelopes being allowable as a soft solution. He personally would be interested in what the project looks like a year from now. No board comment.

On a motion made by Peter Holmes and seconded by Betsy Kiebala, the board voted unanimously to close public hearing.

Brendan Mullaney – the Draft Order of Conditions is the same as the previous two Orders, with the Special Condition pending upon MESA review, NOI report and temporary construction easement pending Board of Selectmen approval.

On a motion made by Betsy Kiebala and seconded by Peter Holmes, the board voted unanimously to move the Draft Order of Conditions to Final Order of Conditions.

7) Applicant: Gerald Goveia & Brenda Bagnell

DEP File Number: SE7- 1857

Representative: Stanley Humphries, LEC Environmental Consultants, Inc.

Project Address: 45 Phillips Road, Sagamore Beach

Proposed Project: Install four rows of sand-filled envelopes for 125 linear feet, cover with cobble and sand, and vegetate with salt tolerant grasses and shrubs within a VE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

Mr. Humphries –proposal to protect sand dune to be anchored into the ground landward as well as the seaside.

Chm. Gray – don't have to worry about the house age on the sites of dune vs. coastal banks.

Brendan Mullaney – the same comments as the previous filing. This is a continuation of a soft engineered structure. There is a slight return in adjacent property. Mr. Humphries – not allowing for any adverse affect on any adjacent property.

No further board comment.

No public comment.

On a motion made by Peter Holmes and seconded by Betsy Kiebala, the board voted unanimously to close public hearing.

Brendan Mullaney – Draft Order of Conditions are the same as the previous filing.

On a motion made by Betsy Kiebala and seconded by Peter Holmes, the board voted unanimously to move the Draft Order of Conditions to Final Order of Conditions.

Other Business:

► Discussion/Possible Vote – Use of Bassetts Island Conservation Are /Department of Natural Resources jurisdiction

Chm. Gray - Annual Back Ackwards Race. Last year there was a lot of uncontrolled behavior in/on water and on Bassetts Island in particular. The DNR's concerns led to the restriction of no anchorage around the entire island between 6:00 am – 11:00 pm. He suggests granting the DNR Director and Chief Woodside authority to make a decision to close the Island if necessary.

Brendan Mullaney – supports Mr. Mullen. Environmental Police and State Police will be on hand.

Mr. Don Ellis – explained he was in audience in case a historic issue came up with the applications. He will support this issue as a Selectmen and would ask the Commission to vote in favor.

Mr. Mulvey – suggested the motion be concurrent with the time elements of the Harbormaster.

Brendan Mullaney – if approved, he will forward copy of letter to Mr. Mullen.

Mike Gratis – the area needs to be closed down before the Back Ackwards Race begins to ensure safety precautions.

Holmes moved and seconded by Kiebala that the board submit a letter based on past experience of safety and environmental issues at Bassets Island granting closure concurrent with the Harbormaster timeframe with the assistance of the Police Department. Unanimous vote.

▶ **Approval of Minutes – June 20, 2013**

Kiebala moved and seconded by Holmes to approve minutes of 6/20/13 as submitted. Unanimous vote.

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

Holmes moved and seconded by Kiebala to excused absent members. Unanimous vote.

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

▶ **Report of the Conservation Agent**

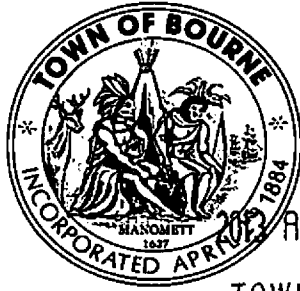
▶ **Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99**

▶ **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 Holmes to adjourn. Meeting adjourned at 9:30 pm. Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.



AUG 1 PM 2 38

TOWN CLERK'S OFFICE
CONSERVATION COMMISSION AGENDA
Bourne, Mass
Thursday, August 8, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Paul & Kathy Alfano **File Number:** CC13-40
Representative: SAME
Project Address: 160 Jefferson Road, Gray Gables
Proposed Project: Install fence, remove and reconstruct patio, construct garage / shed, and upgrade to new Title V septic system within a VE Flood Zone and within 100 feet of a Wetland Resource Area

7:05) Notices of Intent:

- 1) **Applicant:** Michael & Shelia Giancola **DEP File Number:** SE7-1860
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 45 Bell Buoy Road, Pocasset
Proposed Project: Raze and rebuild single family dwelling, including installation of new Title V septic system, utilities, landscaping, and other appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area
- 2) **Applicant:** Keith & Cheryl Ciampa **DEP File Number:** SE7-
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 180 North Road, Pocasset (Wings Neck)
Proposed Project: Renovate existing dwelling and construct garage, including removal and relocation of a portion of the dwelling, removal of yard debris from resource area, installation of new Title V septic system, utilities, landscaping, and other appurtenances within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area
- 3) **Applicant:** Timothy Traub **DEP File Number:** SE7-1861
Representative: Stanley Humphries, LEC Environmental Consultants, Inc.
Project Address: 25 Phillips Road and adjacent Coastal Access Point, Sagamore Beach
Proposed Project: Construct 150 linear feet of sloped stone revetment with splash pad, fill, and salt tolerant grasses and shrubs and permit the Town of Bourne to repair a coastal access point within a VE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

(Continued from July 25, 2013)

Other Business:

- ▶ Discussion regarding possible Conservation Restriction, Heritage Community Solar Garden, 53 MacArthur Blvd – Brian Madden, LEC Environmental Consultants, Inc.

- ▶ Approval of Minutes - July 11, 2013

- ▶ 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

2013 OCT 11 AM 11 44

CONSERVATION COMMISSION MINUTES

Thursday, August 8, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall
TOWN CLERK'S OFFICE
BOURNE, MASS

Call to Order

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 know by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting.

Members present: Chairman Bob' Gray, Betsy Kiebal, Peter Holmes, Rob Palumbo, Susan Weston, and alternate member Thomas Ligor

Member(s) absent: Vice Chairman Martha Craig Rheinhardt and Paul Lelito

Requests for Determination of Applicability:

1) Applicant: Paul & Kathy Alfano

File Number: CC13-40

Representative: SAME

Project Address: 160 Jefferson Road, Gray Gables

Proposed Project: Install fence, remove and reconstruct patio, construct garage shed, and upgrade to new Title V septic system within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Mr. Alfano representing - there is a Chapter 91 license for stone and rip rap. As new owners of the property, applicant has one year to complete. In addition, looking to update septic and add a shed or garage to the property at a later time.

Brendan Mullaney – confirmed Chapter 91 license for stone and rip rap. He advised Mr. Alfano to include the septic upgrade and shed and/or garage in filing application if he had necessary plans and specs.

Mr. Alfano – the garage (12'x20') would have a poured foundation and if he has to put in a shed, it would have four (4) footings.

Brendan Mullaney – there is limited room on the lot and applicant would likely go to the ZBA for property line setbacks, but the original intent of application is for patio with condition that submit plans to put in file when they do other work.

Weston – feels applicant should file again separately when he wants to put in either a shed or garage. She also said filing for the septic should be done separately.

Chm. Gray – the patio is what would be approved tonight. No septic and no garage. Moving forward, both can be put in the same application in the future.

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TOWN CLERK'S OFFICE
No further board comments. No public comments.

On a motion made by Rob Palumbo and seconded by Susan Weston, the board voted unanimously to approve the project under a Negative 2 Determination.

Notices of Intent:

1) Applicant: Michael & Shelia Giancola

DEP File Number: SE7-1860

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 45 Bell Buoy Road, Pocasset

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

Ms. Frappier – there will be grading, landscaping and all that goes along with a new house. All work will be done well beyond the 50 foot no touch zone. It is a flat lot and when staging, she is going to suggest adding siltation on the street side. The Flood Zone on the rear side is an X.

Brendan Mullaney – this is a standard raze and rebuild. The main coastal bank is on the opposite side of Bell Buoy Road. The house will be further back than existing house. The septic will be an improvement over existing conditions.

Chm. Gray – asks about the possibility of a coastal bank to the rear of the property. It is determined there is likely a coastal bank by definition. Gray - for the record, if the embankment in question interacts with the coastal flood zone, it is classified under DEP policy as a coastal bank.

No board comment. No public comment.

On a motion made by Rob Palumbo and seconded by Betsy Kiebala, the board voted unanimously to close the public hearing.

Palumbo moved and seconded by Kiebala 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 and Bylaw 4,7,8,9 and Special Conditions 8,9 to continue in perpetuity. The embankment will be noted in the minutes and not put in as a condition.

On a motion made by Rob Palumbo and seconded by Susan Weston, the board voted unanimously to close the public hearing to move Draft Order of Conditions to Final.

2) Applicant: Keith & Cheryl Ciampa

DEP File Number: SE7- _____

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 180 North Road, Pocasset (Wings Neck)

Proposed Project: Renovate existing dwelling and construct garage, including removal and relocation of a portion of the dwelling, removal of yard debris from resource area, installation of new Title V septic system, utilities, landscaping, and other appurtenances within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

Ms. Frappier – applicant seeking to restore dwelling and to construct a garage. The garage will be attached to the house. The courtyard and septic are out of jurisdiction. There is some yard debris that needs to be cleaned up and will be planted with native shrubs. Applicant to replace the bench in kind and replace with the same kind of shrubs. This is a flat lot. The decks have sauna tubes which will be dug by hand.

Brendan Mullaney – the majority of the work will be outside of jurisdiction areas. The rest of the work is out of the 50 FT buffer to the top of the coastal bank. This is a refreshing project compared to the usual raze and rebuilds and no other major concerns with the proposal.

No board comment. No public comment

Brendan Mullaney – there are No Mass Heritage Issues. The hearing would be continued for a file number only. The hearing will be continued to 8/22/13.

3) Applicant: Timothy Traub

DEP File Number: SE7-1861

Representative: Stanley Humphries, LEC Environmental Consultants, Inc.

Project Address: 25 Phillips Road and adjacent Coastal Access Point, Sagamore Beach

Proposed Project: Construct 150 linear feet of sloped stone revetment with splash pad, fill, and salt tolerant grasses and shrubs and permit the Town of Bourne to repair a coastal access point within a VE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

(Continued from July 25, 2013)

Mr. Humphries – meeting continued for file number and to determine if the town will be a co-applicant. No additional abutters were to be notified.

Brendan Mullaney – this hearing was continued for file number. An ad was placed in the Enterprise that the town was going to be an applicant as a small portion of the town's property was shown on the plans. Issues have been resolved and the board will need to close hearing and issue and Order unless there is public comment.

Chm. Gray – the stairs issue is up to the town and not this board.

Brendan Mullaney – He received Natural Heritage issue comments last month. They have reviewed the projects and have determined this was possibly nesting habitat for a tern. Additional information is required. Applicant has to prove that sand no longer eroded and has to make available such information and how it was determined the estimate how made. The issue with MESA is ongoing. Findings are inconsistent and work shall not be conducted until they have completed their review. As a condition on all five projects will be any requirements as determined by Natural Heritage Endangered program will automatically be incorporated into this Order.

Brendan Mullaney – all Orders previously issued cannot go forward until there is acceptance by Mass Natural Heritage.

Mr. Humphries – is in the process of responding. Three points made: 1) the location has a substantial down drift from the White Cliffs; 2) the revetment locations at the beach are not wide enough for habitat and have information showing nesting is further to the north and south; 3) if Natural Heritage wants to see nourishment, a new filing will be required.

Brendan Mullaney – the profile of the beach it is cyclical. There are no vast quantities lost because of the breakwater at the canal. Orders have been issued and will remain inactive until the issue with Heritage is worked out. Chairman Gray states perhaps Natural Heritage doesn't know the dynamic of the section of the beach.

James Quinn – his interest is having steps installed at the end of the public way. He had some conversations with Mr. George Sala and was told the town doesn't build steps. Brendan Mullaney – suggested he meet with the Town Administrator moving forward. There is a set of wooden stairs at Indian Trail. In the past, if the neighborhood pays to install stairs they can then gift the stairs to the town.

Chm. Gray – the public access way permit with stairs is reviewed through the board. Permission to actually construct is through the Selectmen. He also suggests if there is approval, to contact the Upper Cape Tech to build the stairs.

No further board comment. No public comment.

Brendan Mullaney - Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1,2,3,9,12,13,16-24 Special Conditions and Bylaw 7,8,9 and the addition of MESA review of Natural Heritage's second NOI report dated 7/13 to be incorporated into the conditions of construction, planting, methodology and conditions set for the temporary easement from Selectmen.

On a motion made by Peter Holmes and seconded by Rob Palumbo, the board voted to close the public hearing. Susan Weston abstained.

On a motion made by Peter Holmes and seconded by Betsy Kiebala, the board voted to move Draft Order to Final Order. Susan Weston abstained.

Other Business:

► Discussion regarding possible Conservation Restriction, Heritage Community Solar Garden, 53 MacArthur Blvd – Brian Madden, LEC Environmental Consultants, Inc.

Brian Madden - Proposed solar development parcel is 25 Acres, south of the rotary on the east side of MacArthur Boulevard. Application was reviewed by Natural Heritage which found the Eastern Box turtle and a number of rare moth species present. There are two isolated wetlands which require Order of Condition for a 10 FT wide gravel area working outside the 50 FT buffer which wraps around the site and some of this is reserved rights for habitat purposes. Applicant worked out an escrow agreement prior to start of the work and monies are dedicated to longer term implementation of the Management Plan. Natural Heritage has the ability to enforce any part of the conditions. Application needs Cape Cod Commission approval as well as Planning Board approval. At this time, Mr. Madden is seeking the board's comments at this time.

Chm. Gray – a portion of this parcel is placed under restriction and a portion is either already developed or can be developed. The restriction comes out of the Selectmen. Brendan Mullaney – Mr. Madden came to him a couple of months ago and he directed him to talk to the Trust first. The Trust didn't have an interest in this piece. Applicant needs a qualified organization that can hold this restriction.

Chm. Gray – asked if Mr. Madden looked at the land of the conservation restrictions issued through the Selectmen. Because he answered no, Chm. Gray said the Selectmen uses a template which doesn't allow certain activities in terms of maintaining a portion that is restricted in terms of habitat. Brendan Mullaney – this could be modified. Mr. Madden – there will be no need of significant upkeep. Chm. Gray – suggested this can be worked with Town Counsel.

Brendan Mullaney – the board informally is interested in restriction, which is all Mr. Madden requires.

► Approval of Minutes - July 11, 2013

Weston moved and seconded by Palumbo to approve minutes of 7/11/13 as submitted. Unanimous vote.

► Vote – Excuse Absent Members, if necessary

Holmes is on vacation for the next meeting.

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

► Any other business that may legally come before the Commission

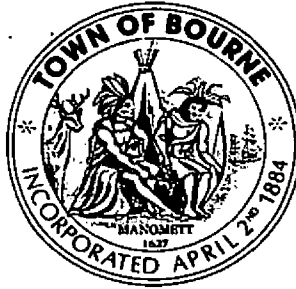
Chm. Gray – responded to Kiebala and saw five Box turtles on her property, in a man made water hole with running water.

- ▶ 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

Adjournment

Palumbo moved and seconded by Weston to adjourn. Meeting adjourned at 8:30 pm.

Respectfully submitted,
Lisa Groezinger



2013 AUG 16 AM 11 32

CONSERVATION COMMISSION AGENDA TOWN CLERK'S OFFICE

Thursday, August 22, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Darren Meyer, Meyer & Sons, Inc. **File Number:** CC13-41
Representative: SAME
Project Address: 4 Cranberry Road, Buzzards Bay
Proposed Project: Upgrade to new Title V septic system within 100 feet of a Wetland Resource Area
- 2) **Applicant:** 260 Main Street Bourne, LLC **File Number:** CC13-42
Representative: Environmental Consulting & Restoration, LLC
Project Address: 260 Main Street, Buzzards Bay
Proposed Project: Restore existing stormwater swale, including removal of vegetation, removal of compost, brush, debris, and placement of filter strip within an AE Flood Zone and within 100 feet of a Wetland Resource Area

7:10) Notices of Intent:

- 1) **Applicant:** Lori Spilhaus **DEP File Number:** SE7-1860
Representative: Stephen Doyle & Associates, Inc..
Project Address: 49 Rocky Point Road, Gray Gables
Proposed Project: Construct a single family dwelling with attached barn, Title V septic system, and appurtenant utilities within an AE Flood Zone
Hearing Under State Act Only
- 2) **Applicant:** Keith & Cheryl Ciampa **DEP File Number:** SE7-1862
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 180 North Road, Pocasset (Wings Neck)
Proposed Project: Renovate existing dwelling and construct garage, including removal and relocation of a portion of the dwelling, removal of yard debris from resource area, installation of new Title V septic system, utilities, landscaping, and other appurtenances within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area
(Continued from August 8, 2013)

Other Business:

- ▶ Approval of Minutes - July 25, 2013
- ▶ 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, August 22, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

Call to Order

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 know by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting.

Members present: Chairman Bob Gray, Vice Chairman Martha Craig Rheinhardt, Betsy Kiebala, Paul Lelito, Rob Palumbo and Susan Weston, and alternate member Thomas Ligor.

Member(s) absent: Peter Holmes

Requests for Determination of Applicability:

1) Applicant: Darren Meyer, Meyer & Sons, Inc.

File Number: CC13-41

Representative: SAME

Project Address: 4 Cranberry Road, Buzzards Bay

Proposed Project: Upgrade to new Title V septic system within 100 feet of a Wetland Resource Area

2013 NOV 1 AM 10 54
TOWN CLERK'S OFFICE
BOURNE, MASS

Darren Meyer representing – project is a straight septic upgrade of failed leach pit. There is no proposed work to the dwelling. Applicant has met all requirements of the Board of Health for the septic and is located 92 FT to the top of coastal bank of the abutting property.

Brendan Mullaney – the resource is a coastal bank - retaining wall. The new system is an improvement over existing conditions. This is the best location on the lot based on topography, the slope of the lot and the landscaping. No other concerns with the project.

No board comment. No public comment.

Lelito moved and seconded by Weston a Negative Three Determination. Unanimous vote.

2) Applicant: 260 Main Street Bourne, LLC

File Number: CC13-42

Representative: Environmental Consulting & Restoration, LLC

Project Address: 260 Main Street, Buzzards Bay

Proposed Project: Restore existing stormwater swale, including removal of vegetation, removal of compost, brush, debris, and placement of filter strip within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Brad Holmes – applicant is looking to restore a stormwater swale left unmaintained that has become a dumping area with large amounts of compost and debris in the swale. Seeking to restore swale by cutting out vegetation, but no work will be done in the bordering vegetation wetland. Also looking to install a rip rap apron to filter any sediment at the top of the swale. There will be yearly mowing to maintain the vegetation, likely done with a weed whacker in the fall time. The use of herbicide may also be explored to prevent the re-sprout of invasive vegetation, as spelled out in the RDA.

Lelito – concerns of cutting the dense vegetation that will accelerate stormwater through the swale and into the resource area. What is currently existing is what we would prefer to see.

Brendan Mullaney – water doesn't go into the system or infiltrate because of the thick build up of debris. The previous owner of the property tried to clear at the beginning to allow the water to move. Vegetated swale is what you want, but because of the years of dumping, it restricts the ability for water to enter the swale and a large puddle forms. In the winter time it becomes a large puddle and then an ice sheet. The new owner is being proactive to address situation. He understands Lelito's concerns, but feels something must be done.

Lelito – the speed is his concern. The more speed, the more pollutants get into the wetland and the pond.

Ligor – much of water absorbed will travel 180 FT before it gets to the wetland. Asked if calculations have been done for 1" of rainfall.

Brad Holmes – doesn't have any calculations.

Chm. Gray – suggested slowing the flow by putting pile of rocks to serve as check dams every 30-40 FT.

Brendan Mullaney – likes the slow flow idea, and said there is a minor elevation change over the 180 FT. If this was a new project, the new stormwater guidelines would need to be met. Applicant is looking to maintain an existing swale that was approved when this property was developed. In his opinion, we need to look at the best practical alternative the property owner is willing to undertake.

Chm. Gray – suggested leaving some of the invasive vegetation closest to the pond as it already established. Look at the 35-40-50 feet from the BVW line coming northeast towards the parking lot and see if vegetation is suitable to stay in place.

No further board comment. No public comment.

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

The board added that Brendan should work Mr. Holmes to find the best solution at the property.

7:10) Notices of Intent:

1) Applicant: Lori Spilhaus

DEP File Number: SE7-1860

Representative: Stephen Doyle & Associates, Inc.

Project Address: 49 Rocky Point Road, Gray Gables

Proposed Project: Construct a single family dwelling with attached barn, Title V septic system, and appurtenant utilities within an AE Flood Zone

Hearing Under State Act Only

Mr. Stephen Doyle – proposing the addition of a barn in an over 4-acre parcel with living quarters in the second story. Most of the area is densely vegetated. The leaching area maintains a 150 FT buffer to the isolated wetlands.

Brendan Mullaney – there are two small, isolated wetland areas on the property which are well defined and are surrounded by clear upland areas. Structure is proposed within the flood zone and there will be no work in the 50 foot buffer zone to either the wetlands or the marshland areas. This is a relatively small structure and no major concerns with the project.

Chm. Gray – flood zone elevation represent the 1999 regulatory standing. Brendan Mullaney – the new flood zone elevation will go into effective June, 2014.

No further board comment. No public comment.

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

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1-5,9,10,12,13,16-24 and Special Conditions 20, 24 to continue in perpetuity

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

2) Applicant: Keith & Cheryl Ciampa

DEP File Number: SE7-1862

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 180 North Road, Pocasset (Wings Neck)

Proposed Project: Renovate existing dwelling and construct garage, including removal and relocation of a portion of the dwelling, removal of yard debris from resource area, installation of new Title V septic system, utilities, landscaping, and other appurtenances within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

(Continued from August 8, 2013)

Continued for file number only.

Palumbo moved and seconded by Kiebala to close public hearing. Unanimous vote.
Abstentions from Craig Rheinhardt and Lelito.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1-5,9,10,12,13,16-24 and Special Conditions and Bylaw 4,6,7,8,9 and Special Conditions 20, 24 and Special Conditions 4,6 to continue in perpetuity.
Kiebala moved and seconded by Palumbo to move Draft Notice of Intent to Final Notice of Intent. Abstentions from Craig Rheinhardt and Lelito.

Other Business:

▶ Approval of Minutes - July 25, 2013

Kiebala moved and seconded by Gray to approve minutes of 7/25/13 as amended. Unanimous vote.

▶ Vote – Excuse Absent Members, if necessary

Palumbo moved and seconded by Lelito to excuse absent member Peter Holmes. Unanimous vote.

▶ Any other business that may legally come before the Commission

Next meeting will be 9/19/13 of the meeting. Lelito will not be available until October, but may make some of the September meetings.

▶ Report of the Conservation Agent

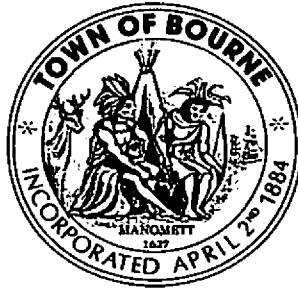
▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99

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

Adjournment

Palumbo moved and seconded by Lelito to adjourn. Meeting adjourned at 7:50 pm.

Respectfully submitted,
Lisa Groezinger



*Filed in Clerk's office
at 2:55 pm on
2013 SEP 11 AM 10 40 9/12/13*

BS

CONSERVATION COMMISSION AGENDA TOWN CLERK'S OFFICE

Thursday, September 19, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

1) **Applicant:** Catherine Fichtner **File Number:** CC13-43
Representative: Shawn MacInnes, PE
Project Address: 104 Wings Neck Road, Pocasset
Proposed Project: Upgrade to new Title V septic system within an AE Flood Zone
Hearing Under State Act Only

2) **Applicant:** RMC Construction, Inc. **File Number:** CC13-44
Representative: SAME
Project Address: 597 Circuit Avenue, Pocasset
Proposed Project: Construct a farmer's porch and shed within an AE Flood Zone
Hearing Under State Act Only

3) **Applicant:** Joseph Cheney **File Number:** CC13-45
Representative: SAME
Project Address: 270 Williston Road, Sagamore Beach
Proposed Project: Remove phragmites and maintain area, perform landscaping, and install pond aeration system within an AE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area
After-the-fact Filing

7:15) Notices of Intent:

1) **Applicant:** Walter Federow **DEP File Number:** SE7-1864
Representative: Diane Simonelli, 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

2) **Applicant:** Susan Ware **DEP File Number:** SE7-
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 218 Scraggy Neck Road, Cataumet
Proposed Project: Construct beach access stairs and install a hot tub within a VE Flood Zone, within a Wetland Resource Area (Coastal Bank), and within 100 feet of a Wetland Resource Area

-3) **Applicant:** Noreen P. Michienzi, Trustee **DEP File Number:** SE7-
One Trowbridge Road, LLC
Representative: Holmes and McGrath, Inc.
Project Address: 1 & 11 Trowbridge Road, Bourne
Proposed Project: Construct and maintain an addition to existing commercial building, improve and reconfigure existing parking lot and improve drainage within 100 feet of a Wetland Resource Area

4) **Applicant:** Red Brook Harbor Properties Realty Trust **DEP File Number:** SE7-
Representative: Horsley Witten Group, Inc.
Project Address: 1 Cal Path, Cataumet
Proposed Project: Redevelop an existing residential development, including razing two existing buildings, construction of four new buildings, and construction of an advanced wastewater treatment facility, including all landscaping, utilities and appurtenances within AE and VE Flood Zones, within 100 feet of Wetland Resource Area, and within the 200 foot Riverfront Area

Request to Amend Order of Conditions:

1) **Applicant:** Paul Weiner **DEP File Number:** SE7-1844
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 460 Wings Neck Road, Pocasset
Proposed Project: Amend OOC to include additional landscaping and vista pruning within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

Certificate of Compliance:

2) **Applicant:** Lee & Donna Hackett **DEP File Number:** SE7-1804
Representative: Bracken Engineering, Inc.
Project Address: 25 Pequot Ave., Pocasset
Proposed Project: Raze and rebuild existing dwelling, including new septic system, landscaping, utilities and appurtenances within an AE Flood Zone

Other Business:

- ▶ Approval of Minutes - August 8, 2013
- ▶ 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, September 19, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

2013 NOV 15 AM 11 04
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 know by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting.

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

7:00) Requests for Determination of Applicability:

1) Applicant: Catherine Fichtner

File Number: CC13-43

Representative: Shawn MacInnes, PE

Project Address: 104 Wings Neck Road, Pocasset

Proposed Project: Upgrade to new Title V septic system within an AE Flood Zone

Hearing Under State Act Only

Shawn MacInnes representing – use existing 1,000 gallon tank and install 1,000 gallon pump chamber. Very tight lot and this is the best they can do for an upgrade..

Brendan Mullaney – project has no other jurisdictional resource areas within 100 ft. There is high water ground in the area lot constraints because of the small size, overall it should be an improvement. No other concerns with the project.

No board comment. No public comment.

Bob Martineau – abutter, asked some questions with regard to old tank as he believes it is on his property. He has no issues with the project, however mounded systems are an issue in the neighborhood. Mr. MacInnes said there will be no disturbance on his property as a new tank will be installed. The tanks will be underground.

On a motion made by PeterHolmes and seconded by Betsy Kiebala, the board unanimously approved the project under a Negative Two Determination. Abstention from Susan Weston.

2) Applicant: RMC Construction, Inc.

File Number: CC13-44

Representative: SAME

Project Address: 597 Circuit Avenue, Pocasset

Proposed Project: Construct a farmer's porch and shed within an AE Flood Zone

Hearing Under State Act Only

Mary Keene (property owner) representing – she is looking to build an elevated deck off one side of the alcove of the house. There will be no obstructions from views.

No board comments.

Brendan Mullaney – this is a flat, developed lot, project is in the Flood Zone only. This is for a deck and the shed will be in the rear of the property. No concerns with the project.

No public comment.

On a motion made by Peter Holmes and seconded by Susan Weston, the board unanimously approved the project under a Negative Two Determination.

3) Applicant: Joseph Cheney

File Number: CC13-45

Representative: SAME

Project Address: 270 Williston Road, Sagamore Beach

Proposed Project: Remove phragmites and maintain area, perform landscaping, and install pond aeration system within an AE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area

After-the-fact Filing

Chm. Gray recused himself from discussion and vote. V. Chm. Craig Rheinhardt took over Chair for this hearing.

Mr. Cheney representing – looking to pull phragmites out of the pond and maintain the area. Also proposing to install aeration system which will help keep weeds down.

Brendan Mullaney – received a call which prompted a visit to the property. Mosquito Control has been working on the rear of this property in the marsh for a number of years. Photographs are from Monday of this week. Applicant has removed approximately 33,000 SF of phragmites according to the plans, but this was calculated using aerial photographs so may not be 100% accurate.

Lelito – there is no reference to any thresholds of alterations or square footage of work that was done in the BVW.

Mr. Cheney - Mosquito Control letter of support was submitted. We cleaned up to the pond as their machines couldn't get up in to the pond. He is looking for a maintenance plan (mowing and maintain the pond) to include in application.

Lelito – would feel more comfortable with the facts. He wants to know how much alteration was done. Asks Mullaney if there was alteration to the BVW?

Brendan Mullaney – Yes, there is alteration, not sure if any threshold was triggered, the majority of the work was cutting and removal of phragmites

Lelito – there are two resource areas. Neither which is depicted on the plan accurately according to regulations.

V. Chm. Craig Rheinhardt - applicant needs to bring a mitigation plan, aeration system maintenance, filing with the Natural Heritage Program, resource area of boundaries, square footage of alteration in each resource area before the Board can review properly.

Mr. Cheney – he will try to work with Mosquito Control, possibly get a letter stating the work will be covered under them.

Lelito – if that is the case, it will be out of this board's jurisdiction - if work is under Mosquito Control, there is no violation. Mr. Cheney states he will contact them for an answer before the next meeting.

On a motion made by PeterHolmes and seconded by Betsy Kiebala, the board voted to continue the meeting for more information at the applicant's request. Unanimous vote. Vice - Chm. Craig Rheinhardt said this meeting will be continued to 10/3/13.

7:15) Notices of Intent:

1) Applicant: Walter Federow

DEP File Number: SE7-1864

Representative: Diane Simonelli, 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

Paul Beaulieu representing – proposing a garage and addition - new structure will be farther away from the flood zone than current building. Applicants seeking to eventually move full time to the area. Project is an increase of 484 SF within the buffer. Proposing a single concrete tank to infiltrate the downspouts taking care of additional run off. Impervious pavers will be used on the driveway.

Lelito – asked about grade changes. Applicant will maintain slope as it stands now subsequent to construction and return area within the buffer to virtually identical other than putting hay bales.

Brendan Mullaney – this is a simple project but there is an issue with the plan – there is no coastal bank shown on the plan - a revised plan will be needed as the coastal bank on the

property is not shown in the original plan. Explains DEP Policy 92-1 regarding coastal banks.
Mr. Beaulieu agrees

No board comment. No public comment.

On a motion made by PeterHolmes and seconded by Betsy Kiebala, the board voted to continue the meeting for more information at the applicant's request. Unanimous vote. Hearing continued to 10/3/2013.

2) Applicant: Susan Ware

DEP File Number: SE7- 1866

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 218 Scraggy Neck Road, Cataumet

Proposed Project: Construct beach access stairs and install a hot tub within a VE Flood Zone, within a Wetland Resource Area (Coastal Bank), and within 100 feet of a Wetland Resource Area

Barbara Frappier – stairs will be open risers on posts and hand dug. There will be three breaks; the middle break will allow seats on either side. Platforms are as wide as the stairs. All work to be done by hand. This meets the minimal requirements. Applicant will plant proper native shrubs to aid in stability for erosion issues. Also looking to put a small platform for a hot tub behind the garage.

Lelito – is concerned about the shading and suggests treads are designed differently.

Brendan Mullaney – the existing landscape timbers and others are eroding and difficult to traverse. The steps are standard and have been approved in the past. He doesn't know how much will grow in the area. The hot tub will be set back from the coastal bank. No other concerns with the project.

No further board comment. No public comment.

On a motion made by Rob Palumbo and seconded by Peter Holmes, the board voted to close public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1-3,9,12,13,16-24 and Special Conditions 4,7,8,9 to the bylaw and Special Conditions 20, 24 to continue in perpetuity.

On a motion made by Rob Palumbo and seconded by Susan Weston, the board voted to move Draft Order of Conditions to Final. Vote in favor 6-1. Opposition from Paul Lelito.

3) 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: Construct and maintain an addition to existing commercial building, improve and reconfigure existing parking lot and improve drainage within 100 feet of a Wetland Resource Area

Raul Lizardi-Rivera – applicant proposing to construct and maintain an addition to existing building, improve and reconfigure parking lot and improve drainage with a drain culvert on applicants site discharging into a swale. Proposing to provide adequate parking. The stormwater drainage system from three (3) facilities will take care of all increases.

Brendan Mullaney – applicant was before the board last October which included the installation of gravel parking lot. The addition is 80 FT from the edge of the wetland. Applicant is looking to provide adequate stormwater drainage. The board will need to look at the parking to the rear of the new addition as the town bylaw says it shall be no less than 50 FT from the edge to the wetlands. Also, there may be need for discussion of possible paving of the area. The proposal is to pave the area within 50 ft of the wetland – at the last hearing, it was specifically stated this area would not be paved if there was ever an expansion. There are adequate stormwater facilities for an impervious surface, but he wants to board to look at the proximity of the parking area to the resource area.

Chm. Gray – this is a direct wetland impact. He raised concern about the grading out into the wetland connecting Flag 2 and Flag 5. The square footage of the wetland alteration appears to be 220 SF.

Lelito – asked if the area is isolated wetland. Brendan Mullaney – it is a wooded swamp.

Raul Lizardi-Rivera - applicant is willing to keep nine (9) spaces as pervious pavers.

Chm. Gray – asked if the drainage structure as proposed can shift to the northwest farther and be parallel to oxygen/concrete pad. It is better to remove sediment from the current system that keeps pushing down to the wetland. He asked applicant how often he will maintain the basin to remove sediment. Applicant responded frequency after a major storm and currently maintains the system as needed. Chm. Gray said this is a clear improvement over the existing stormwater discharge. The wetland loss is 220 SF. He feels it is a fair tradeoff. Chairman Gray asks about the 9 parking spaces within the 50 foot buffer - the applicant committed to keeping nine (9) parking spaces as pervious and will likely use pavers.

Peter Holmes – asks if the applicant has considered pervious pavement.

No further board comment.

Chris Farrell, Planning Board Chairman – says this project seems like a huge improvement. As far as pervious pavement, the Army Corps is already having issues with their parking lot without having the vacuum to clean up. The driveway, from a Planning Board point of view, would like be something that is easily maintained rather than an experiment.

No further public comment.

On a motion made by Rob Palumbo and seconded by Peter Holmes, the board voted to close public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1,2,3,7,9,12,13,16-24 and Special Conditions to the bylaw 4,7,8,9 to the bylaw and Special Conditions 20, 24 to continue in perpetuity. As a special condition, the revised plan will show nine (9) parking spaces using pervious pavers.

On a motion made by Rob Palumbo and seconded by Susan Weston, the board voted to move the Draft Order of Conditions to Final. Unanimous vote.

4) Applicant: Red Brook Harbor Properties Realty Trust

DEP File Number: SE7- 1867

Representative: Horsley Witten Group, Inc.

Project Address: 1 Cal Path, Cataumet

Proposed Project: Redevelop an existing residential development, including razing two existing buildings, construction of four new buildings, and construction of an advanced wastewater treatment facility, including all landscaping, utilities and appurtenances within AE and VE Flood Zones, within 100 feet of Wetland Resource Area, and within the 200 foot Riverfront Area

V. Chm. Craig Rheinhardt and Lelito recusing themselves from discussion and vote.

John Lipman representing – PowerPoint presentation. Pending Mass DEP and Mass DOT final approvals. Pros for application are that the project cleans up the harbor, reduces nitrogen and complies with the River Protection Act.

Applicant is asking the board to consider provisions where installation of advanced wastewater treatment center is designed as benefit for mitigation. The proposed development is within the buffer zone to the top of the coastal bank. The board should look at the existing disturbed area.

Ligor – asked what happens if there is a power failure. There are back- up generators which are 60 kilowatts each.

Kiebala – asked if the wastewater treatment plant is dependent on the sale of the condos. Mr. Zeien said if the treatment center is built, it can take in the marina, the restaurant and some homes as far as capacity.

Chm. Gray – a portion of Buildings 3 & 4 are in the board's jurisdiction and are no closer to the resource area than the current structure on the property.

Brendan Mullaney – the project has met all standards. The majority of the project is outside the board's jurisdiction. The wastewater treatment is good for Red Brook and the surrounding area.

No further board comment.

Sean Cahill – he is a wastewater treatment operator Grade 6, and is not in support of this project. Raised concerns about the leach field and some of the statistics provided.

Brendan Mullaney – he doesn't know how it will be affected by the change in flood zone destination.

Chm. Gray – the project is in Zone X; not a coastal flood hazard zone. Brendan Mullaney – it is possible it can change when new maps come out next year.

On a motion made by Rob Palumbo and seconded by Peter Holmes, the board voted to close public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1,2,3,9,12,13,16-24 and Special Conditions 4,7,8,9 to the bylaw and Special Conditions 20, 24 and Bylaw Condition 4 to continue in perpetuity.

On a motion made by Rob Palumbo and seconded by Peter Holmes, the board voted to move the Draft Order of Conditions to Final. Unanimous vote.

Request to Amend Order of Conditions:

1) Applicant: Paul Weiner

DEP File Number: SE7-1844

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 460 Wings Neck Road, Pocasset

Proposed Project: Amend OOC to include additional landscaping and vista pruning within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

Theresa Sprague - proposing to create a corridor by shifting the view back on the property. Managing 1,500 SF of removing mostly smaller trees. Looking to continue path to the beach on applicant's property.

Brendan Mullaney – the trees proposed to come down are weak, small or dying and generally smaller stature and applicant will replant with native fruiting shrubs. This is overall a good tradeoff so all parties are satisfied.

No board comment. No public comment.

On a motion made by Betsy Kiebala and seconded by Peter Holmes, the board voted to accept the Amendment to the Order. Unanimous vote.

Certificate of Compliance:

2) Applicant: Lee & Donna Hackett

DEP File Number: SE7-1804

Representative: Bracken Engineering, Inc.

Project Address: 25 Pequot Ave., Pocasset

Proposed Project: Raze and rebuild existing dwelling, including new septic system, landscaping, utilities and appurtenances within an AE Flood Zone

Brendan Mullaney – site visit made and he has determined the project is in compliance with the Order as issued.

On a motion made by Rob Palumbo and seconded by Peter Holmes, the board voted to grant Certificate. Unanimous vote.

Other Business:

▶ Approval of Minutes - August 8, 2013

On a motion made by Susan Weston and seconded by Betsy Kiebala, the board voted to approve minutes of 8/8/13 as submitted. Unanimous 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

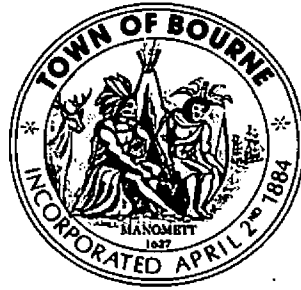
Chm. Gray and Paul Lelito not at next meeting.

Adjournment

On a motion made by Peter Holmes and seconded by Susan Weston, the board voted to adjourn.

Meeting adjourned at 9:46 pm.

Respectfully submitted,
Lisa Groezinger



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TOWN CLERK'S OFFICE CONSERVATION COMMISSION AGENDA

BOURNE, MASS., Thursday, October 3, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Bortolotti Construction **File Number:** CC13-46
Representative: Jack Vaccaro, Vaccaro Environmental Consulting
Project Address: 36 Baxendale Road, Cataumet
Proposed Project: Upgrade to new Title V septic system and construct wooden deck within 100 feet of a Wetland Resource Area

- 2) **Applicant:** Joseph Cheney **File Number:** CC13-45
Representative: SAME
Project Address: 270 Williston Road, Sagamore Beach
Proposed Project: Remove phragmites and maintain area, perform landscaping, and install pond aeration system within an AE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area
After-the-fact Filing
(Continued from 9/19/2013)

7:10) Notices of Intent:

- 1) **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

- 2) **Applicant:** Walter Federow **DEP File Number:** SE7-1864
Representative: Diane Simonelli, 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
(Continued from 9/19/2013)

Request to Amend Order of Conditions:

- 1) **Applicant:** Jay & Laura Swent **DEP File Number:** SE7-1819
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 52 Baxendale Road
Proposed Project: Amend OOC to include installation of drainage catch basins within 100 feet of a Wetland Resource Area

Certificate of Compliance:

- 1) **Applicant:** Andrew & Amy Burnes **DEP File Number:** SE7-162
Representative: Thomas Hardman, Site Design Engineering, LLC
Project Address: Winsor Road, Cataumet
Proposed Project: Repair an existing bridge within a VE Flood Zone and within 100 feet of a Wetland Resource Area
- 2) **Applicant:** Andrew & Amy Burnes **DEP File Number:** SE7-322
Representative: Thomas Hardman, Site Design Engineering, LLC
Project Address: Winsor Road, Cataumet
Proposed Project: Reconstruct an existing bridge within a VE Flood Zone and within 100 feet of a Wetland Resource Area

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

Thursday, October 3, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

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.

2013 NOV 27 AM 10 08
TOWN CLERK'S OFFICE
BOURNE, MASS

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 know by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting.

Members present: V. Chm. Martha Craig Rheinhardt, Betsy Kiebala, Peter Holmes and Rob Palumbo, and alternate member Thomas Ligor.

Members absent: Chm. Bob Gray, Paul Lelito and Susan Weston

7:00) Requests for Determination of Applicability:

1) Applicant: Bortolotti Construction
File Number: CC13-46

Representative: Jack Vaccaro, Vaccaro Environmental Consulting

Project Address: 36 Baxendale Road, Cataumet

Proposed Project: Upgrade to new Title V septic system and construct wooden deck within 100 feet of a Wetland Resource Area

Jack Vaccaro representing – replace existing cesspool with a new Title V system. Applicant is seeking to have the leach field as far back from the resource as possible. New plumbing will be installed in the interior of the house.

Brendan Mullaney – this is a fully developed lot. The patio converted to a deck will be no closer to the coastal bank than currently exists. The new septic will be a vast improvement over the current septic. No other concerns with the project.

No further board comment.

No public comment.

On a motion made by Peter Holmes and seconded by Betsy Kiebala, the board voted to approve the project under a Negative Two Determination. Unanimous vote.

2) Applicant: Joseph Cheney

File Number: CC13-45

Representative: SAME

Project Address: 270 Williston Road, Sagamore Beach

Proposed Project: Remove phragmites and maintain area, perform landscaping, and install pond aeration system within an AE Flood Zone, within a Wetland Resource Area, and within 100 feet of a Wetland Resource Area.

After-the-fact Filing

(Continued from 9/19/2013) WOT

22AM 12.5.10.08

Joseph Cheney representing – handed out letter from Mosquito Control which states applicant's project is sufficient and they are in support of the project. Currently, the pond has zero oxygen and they are trying to improve conditions.

Ligor – asked if when applicant was laying down the mats if any turtles were covered or harmed. Applicant said the mats were down for a short time.

V. Chm. Craig Rheinhardt asks about notification to Natutral Heritage and if the amount of area disturbed was calculated - No filing was submitted with the National Heritage. The SF area was determined to be approximately 32,000 square feet of phragmites removed from the pond.

Brendan Mullaney – Lelito, speaking on his own behalf, stated that if applicant submitted a letter from Mosquito Control authorizing the project uhdre their exemption then board can move on and not have any more regulatory review. Brendan spoke with the Superintendent of Mosquito Control who told him they cannot allow a homeowner to work under their exemption. The board now has to make a decision whether to approve this project under a negative determination, request more information under this application, or issue a positive determination and require a Notice of Intent.

V. Chm. Craig Rheinhardt – is looking for a specific plan on how applicant will maintain the project, review from Natural Heritage, and a delineation of all resource areas and calculation of area altered.

No further board comment.

No public comment.

On a motion made by Robert Palumbo and seconded by Betsy Kiebala, the board voted to issue a Positive One Determination and require a Notice of Intent filing. Unanimous vote.

V. Chm. Rheinhardt - applicant will need to file with Natural Heritage and file a Notice of Intent.

7:10) Notices of Intent:

1) 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

Wayne Tavares representing – the area has been surveyed and delineated. The new wall will be built where the old wall is with some exceptions. Applicant wants to save as many trees as possible. Two trees will have to be removed. Equipment to be used will be a mini excavator to dig out the lower area, working from the upper part of the wall to the lower part of the wall.

Brendan Mullaney, – the wall work will be minimally intrusive and agrees that the applicant will save as many as trees as possible. He concurs with the wetland delineation from the plans submitted. No other concerns with the project.

No further board comment.

Mr. Mulvey – raised issue with Picture Lake and if there is any opportunity to correct water runoff this would be a place to do it.

Mr. Tavares – erosion and sedimentation control and the inclusion of hay bales are shown on the plans submitted.

No further public comment.

On a motion made by Robert Palumbo and seconded by Peter Holmes, the board voted 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 1,2,3,9,12,13,16,17,19-24 and Special Conditions 7,8,9 to the bylaw and Special Conditions 20, 24 to continue in perpetuity.

On a motion made by Robert Palumbo and seconded by Peter Holmes, the board voted to move Draft Notice of Intent to Final Notice of Intent. Unanimous vote.

2) Applicant: Walter Federow

DEP File Number: SE7-1864

Representative: Diane Simonelli, 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

(Continued from 9/19/2013)

Paul Bealieu, Field Resources – location of coastal bank is shown on the plan. It follows the flood zone line where the lot gets steeper, approaches the house to the rear and then goes back to the flood zone line. Existing deck structure is 9.4' from the Coastal Bank – proposed garage will be 23.6' to the coastal bank. The face of the building is 18.3'.

Brendan states he concurs with the coastal bank delineation and that was the only outstanding issue on the project.

No board comment.

No public comment.

On a motion made by Robert Palumbo and seconded by Peter Holmes, the board voted 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 1,2,3,9,10,12,13,16-24 and Special Conditions 4,7,8,9 to the bylaw and Special Conditions 20, 24 to continue in perpetuity.

On a motion made by Robert Palumbo and seconded by Peter Holmes, the board voted to move Draft Notice of Intent to Final Notice of Intent. Unanimous vote.

Request to Amend Order of Conditions:

1) Applicant: Jay & Laura Swent

DEP File Number: SE7-1819

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 52 Baxendale Road

Proposed Project: Amend OOC to include installation of drainage catch basins within 100 feet of a Wetland Resource Area

Continued to 10/17/13 at the request of the applicant.

Certificate of Compliance:

1) Applicant: Andrew & Amy Burnes

DEP File Number: SE7-162

Representative: Thomas Hardman, Site Design Engineering, LLC

Project Address: Winsor Road, Cataumet

Proposed Project: Repair an existing bridge within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Brendan Mullaney –The bridge was reconstructed years ago and recommends the board grant compliance.

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

2) Applicant: Andrew & Amy Burnes **DEP File Number:** SE7-322

Representative: Thomas Hardman, Site Design Engineering, LLC

Project Address: Winsor Road, Cataumet

Proposed Project: Reconstruct an existing bridge within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Brendan Mullaney – this is another clearing of title from the mid 80's. He recommends the board grant compliance.

Kiebala moved and seconded by Holmes to grant Certificate of Compliance. Unanimous vote.

Other Business:

▶ Vote – Excuse Absent Members, if necessary

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

▶ Any other business that may legally come before the Commission

▶ Report of the Conservation Agent

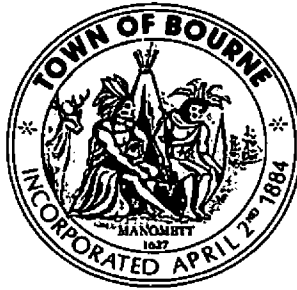
▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99

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

Adjournment

Palumbo moved and seconded by Holmes to adjourn. Meeting adjourned at 7:36 pm.

Respectfully submitted,
Lisa Groezinger



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TOWN CLERK'S OFFICE
) BOURNE, MASS

CONSERVATION COMMISSION AGENDA

Thursday, October 17, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Kathy Barrows **File Number:** CC13-47
Representative: Brett Ellis
Project Address: 24 Richmond Road, Pocasset
Proposed Project: Replace cesspool with 3,000 gallon septic tank within an AE Flood Zone and within 100 feet of a Wetland Resource Area
- 2) **Applicant:** Paul Pacella, Post & Beam of Cape Cod, Inc. **File Number:** CC13-48
Representative: SAME
Project Address: 75 Winsor Road, Cataumet
Proposed Project: Perform maintenance to licensed seawall, including re-jointing and re-grouting in deteriorated areas within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area
- 3) **Applicant:** Gloria & Gerald Barrett **File Number:** CC13-49
Representative: Bracken Engineering, Inc.
Project Address: 55 Cedar Point Drive, Pocasset
Proposed Project: Construct two additions and upgrade septic system within an AE Flood Zone
Hearing Under State Act Only

7:15) Notices of Intent:

- 1) **Applicant:** Elizabeth Sklar & Simon Parsons **DEP File Number:** SE7-1869
Representative: Atlantic Design Engineers, Inc.
Project Address: 25 Carlisle Road, Gray Gables
Proposed Project: Construct a new single family dwelling and garage including installation of Title V septic system, associated decks, walkways, lawn, shed, landscaping, driveway, and utilities within an AE Flood Zone
Hearing Under State Act Only
- 2) **Applicant:** Lori Spilhaus **DEP File Number:** SE7-
Representative: Stephen Doyle & Associates
Project Address: 49 Rocky Point Road, Gray Gables
Proposed Project: Clear vegetation for pasture land and construct new driveway access within an AE Flood Zone and within 100 feet of a Wetland Resource Area
- 3) **Applicant:** Jeanne Frederickson & Nancy Burroughs **DEP File Number:** SE7-
Representative: Bracken Engineering, Inc.
Project Address: 1 Bell Buoy Road, Pocasset

Proposed Project: Raise, renovate, and relocate existing single family dwelling including new foundation, Title V septic system, utilities, and appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area

4) **Applicant:** Lynne Smith **DEP File Number:** SE7-
Representative: Bracken Engineering, Inc.
Project Address: 270 Scraggy Neck Road
Proposed Project: Raze existing house and garage and construct new single family dwelling including associated site grading, utilities, and appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area

5) **Applicant:** Brian Murkland **DEP File Number:** SE7-
Representative: JC Engineering, Inc.
Project Address: 9 Gilder Road, Gray Gables
Proposed Project: Construct a new single family dwelling, detached garage, Title V septic system, driveway, utilities, and appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Request to Amend Order of Conditions:

1) **Applicant:** Jay & Laura Swent **DEP File Number:** SE7-1819
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 52 Baxendale Road
Proposed Project: Amend OOC to include installation of drainage catch basins within 100 feet of a Wetland Resource Area
(Continued from 10/3/2013)

Certificates of Compliance:

1) **Applicant:** Joy Realty Trust **DEP File Number:** SE7-1846
Representative: Merlin Ladd, Jr.
Project Address: 38 Church Lane, Sagamore Beach
Proposed Project: Construct a single family dwelling including Title V septic system, utilities, landscaping, and appurtenances within 100 feet of a Wetland Resource Area

2) **Applicant:** Michael O'Neill **DEP File Number:** SE7-1421
Representative: SAME
Project Address: 121 Presidents Road, Gray Gables
Proposed Project: Construct a single family dwelling including Title V septic system, utilities, landscaping, and appurtenances within an AE Flood Zone

Other Business:

- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Approval of Minutes – August 22, 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, October 17, 2013 ~ 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 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, Peter Holmes, Rob Palumbo, Susan Weston and Thomas Ligor

Members absent: V. Chm. Martha Craig Rheinhardt, Betsy Kiebala and Paul Lelito

7:00) Requests for Determination of Applicability:

1) Applicant: Kathy Barrows

File Number: CC13-47

Representative: Brett Ellis

Project Address: 24 Richmond Road, Pocasset

Proposed Project: Replace cesspool with 3,000 gallon septic tank within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Brett Ellis – proposing to install a tight tank, no other options at the site.

Brendan Mullaney – due to the site limitations, the tight tank is a vast improvement currently existing system. No other concerns with the project.

No further board comment. No public comment.

On a motion made by Rob Palumbo and seconded by Susan Weston, the board voted to approve the project under a Negative Two Determination. Unanimous vote.

2) Applicant: Paul Pacella, Post & Beam of Cape Cod, Inc.

File Number: CC13-48

Representative: SAME

Project Address: 75 Winsor Road, Cataumet

Proposed Project: Perform maintenance to licensed seawall, including re-jointing and re-grouting in deteriorated areas within AE and VE Flood Zones and within 100 feet of a Wetland Resource Area

Mr. Pacella representing – this is a unique property; the granite retaining wall licensed in 1901. The grouting has deteriorated. Application is for maintenance on the wall but is planning more extensive work in the future which would require Notice of Intent.

No further board comment. No public comment.

Brendan Mullaney – repair work that needs to be done to the joints is relatively minor. Applicant can access most of the work from the upland area and there will be minimal handwork in the resource area. Overall, no other concerns with the project.

On a motion made by Peter Holmes and seconded by Rob Palumbo, the board voted to approve the project under a Negative Two Determination. Unanimous vote.

3) Applicant: Gloria & Gerald Barrett

File Number: CC13-49

Representative: Bracken Engineering, Inc.

Project Address: 55 Cedar Point Drive, Pocasset

Proposed Project: Construct two additions and upgrade septic system within an AE Flood Zone

Hearing Under State Act Only

Chm. Gray recused himself from discussion and vote. Palumbo too over as chair.

Mr. Zac Basinski representing – the house was built in 1940. Applicant looking to do two additions and upgrade the septic to compliance with both the Building and Board of Health codes.

Brendan Mullaney – this is a developed, flat lot with no other jurisdictional resource area. The project will be in the Flood Zone only. No other concerns with the project.

No board comment. No public comment.

On a motion made by Peter Holmes and seconded by Susan Weston, the board voted to approve the project under a Negative Two Determination. Unanimous vote.

7:15) Notices of Intent:

1) Applicant: Elizabeth Sklar & Simon Parsons

DEP File Number: SE7-1869

Representative: Atlantic Design Engineers, Inc.

Project Address: 25 Carlisle Road, Gray Gables

Proposed Project: Construct a new single family dwelling and garage including installation of Title V septic system, associated decks, walkways, lawn, shed, landscaping, driveway, and utilities within an AE Flood Zone

Hearing Under State Act Only

Chm. Gray returns as chair for the hearing.

Mr. Griffin Bowden representing – proposing to construct a 4-bedroom, single-family residence in the Gray Gables area. The property is partially in the AE Flood Zone. There is a small wetland to the southeast that is not within 100 Feet of the subject property. Plans have been submitted also to the Board of Health.

Brendan Mullaney – small wetland to the south east is greater than 100 FT to proposed work. Proposed work is in the AE Zone. He conducted a site visit and found no signs of other resources areas on the property. No other concerns with the project.

No board comment. No public comment.

On a motion made by Peter Holmes and seconded by Rob Palumbo, the board voted 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 Special Conditions 20, 24 to continue in perpetuity.

On a motion made by Susan Weston and seconded by Peter Holmes, the board voted to move Draft Notice of Intent to Final Notice of Intent. Unanimous vote.

2) Applicant: Lori Spilhaus

DEP File Number: SE7- 1871

Representative: Stephen Doyle & Associates

Project Address: 49 Rocky Point Road, Gray Gables

Proposed Project: Clear vegetation for pasture land and construct new driveway access within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Mr. Stephen Doyle representing – this is a pasture clearing of four parcels. 20,000 SF is the largest piece. He is looking to take out 80% of the trees and the area will be used for horses. Ligor asked about accommodations for the wildlife. Mr. Doyle states the buffer that will be left is significant.

Brendan Mullaney – the board approved a house and barn about a month back. Applicant is looking to do additional improvements and he advised applicant to apply for a new filing. In his opinion, the bylaws regarding the 50-foot setback to a resource area are the same for a house, but only in this case it will be for horses and livestock. No other comments with the project.

No board comment. No public comment.

On a motion made by Susan Weston and seconded by Peter Holmes, the board voted to close public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1,2,3,9,10,12,13,16-24 and Special Conditions 7,8,9 to the bylaw and Special Conditions 20, 24 to continue in perpetuity.

On a motion made by Susan Weston and seconded by Peter Holmes, the board voted to move the Draft Notice of Intent to Final Notice of Intent. Unanimous vote.

3) Applicant: Jeanne Frederickson & Nancy Burroughs

DEP File Number: SE7- 1873

Representative: Bracken Engineering, Inc.

Project Address: 1 Bell Buoy Road, Pocasset

Proposed Project: Raise, renovate, and relocate existing single family dwelling including new foundation, Title V septic system, utilities, and appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Chm. Gray recused himself from discussion and vote for the next three applications. Palumbo chairing. Mr. Zac Basinski representing – existing house was built in 1909. This is a 4,000 SF lot abutted to the east and south developed lots. Applicant is installing a new Title V system to replace the old cesspool. The lot coverage will be the same.

No board comment. No public comment.

Brendan Mullaney – the lot is on the corner and across from Hens Cove. It is a relatively old structure and property. The proposal is to move slightly away from the resource area and a new septic is a vast improvement over cesspool this close to the cove. No other concerns with the project.

Holmes – asked about the two cedar trees will be taken down. Mr. Basinski answered most likely they will have to come down.

Palumbo – asked about the foundation. The foundation is blocked.

Abutter at 65 Circuit Avenue asked if septic system will be at grade. The system will be at grade.

No public comment.

On a motion made by Peter Holmes and seconded by Thomas Ligor, the board voted to close public hearing. Unanimous vote.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1-5,9,10,12,14,16-24 and Special Conditions 4,7,8,9 to the bylaw and Special Conditions 20, 24 to continue in perpetuity.

On a motion made by Susan Weston and seconded by Peter Holmes, the board voted to move the Draft Notice of Intent to Final Notice of Intent. Unanimous vote.

4) Applicant: Lynne Smith

DEP File Number: SE7- 1872

Representative: Bracken Engineering, Inc.

Project Address: 270 Scraggy Neck Road

Proposed Project: Raze existing house and garage and construct new single family dwelling including associated site grading, utilities, and appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Mr. Basinski representing – The home was constructed in 1890 and is a single-family lot. Resources areas are the AE Flood Zone and a coastal bank in accordance with DEP Policy 92-1. Applicant was before the board in 2007 which never went forward. Ms. Smith is looking to remove existing house and garage to construct a smaller home. Will mitigate 1:1 with mitigation plantings working inside the 50 FT buffer. The new septic will be above the Flood Zone.

Brendan Mullaney – this completed. The property is a substantial distance from the water – it is likely before the DEP 92-1 policy this never would have classified as a coastal bank in that its retaining wall a substantial distance from the water with neighbors being directly in front. This is subject to jurisdiction and can come before the board for approval. The actual project will be a slight disturbance to the coastal bank (concrete retaining wall). The upgrade to septic will be an improvement. No other concerns with the project.

No public comment.
No board comment.

On a motion made by Susan Weston and seconded by Peter Holmes, the board voted 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 Special Conditions 7,8,9 to the bylaw and Special Conditions 20, 24 to continue in perpetuity.

On a motion made by Peter Holmes and seconded by Susan Weston, the board voted to move the Draft Notice of Intent to Final Notice of Intent. Unanimous vote.

5) Applicant: Brian Murkland

DEP File Number: SE7- 1870

Representative: JC Engineering, Inc.

Project Address: 9 Gilder Road, Gray Gables

Proposed Project: Construct a new single family dwelling, detached garage, Title V septic system, driveway, utilities, and appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Mr. Brad Bertollo representing –proposing a new single family dwelling and garage. The 100 FT buffer goes through house. The majority of the work is outside the buffer zone to coastal bank. It is 268 FT from the mean high water mark from Buzzards Bay. Coastal bank may need to be revised per meeting with Conservation Agent. The deck is 69 FT from the coastal dune.

Brendan Mullaney – the project is abutting the public beach at Gray Gables. This is the vacant lot next to the parking lot. After inspecting the site, has some questions regarding the coastal dune delineation as it seem to not be consistent where it was staked in the field based on soils on the site. There is a depression which at some point fill material was added and was concluded through perc tests. He feels there needs to be a revised delineation on the plan for this project and potential future projects in the area. If does turn out the line and delineation is accurate, the project as proposed meets the criteria. There is relatively a large amount of fill 900 YD within 100 FT, but seems to be spread out over a large portion of the site. He will meet with the engineer on site and come to conclusion based on soils rather than vegetation – vegetation alone cannot be used to delineate a coastal dune.

No board comments. No public comments.

On a motion made by Peter Holmes and seconded by Susan Weston, the board voted to continue hearing to 11/7/13 at the applicant's request. Unanimous vote.

Request to Amend Order of Conditions:

1) Applicant: Jay & Laura Swent

DEP File Number: SE7-1819

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 52 Baxendale Road

Proposed Project: Amend OOC to include installation of drainage catch basins within 100 feet of a Wetland Resource Area

(Continued from 10/3/2013)

Barbara Frappier representing – in the Order of Conditions, it stated to remove the existing gravel swale. The swale is still there and all the vegetation and trees are in the path. She met with Rick Ragone at the site who designed a system which will be a 1,000 gallon catch basin that will be piped back into leaching pit in the circle grassed area of the cul-de-sac. Mr. Sala of the DPW suggested widening the pavement for the cul-de-sac. This is about a \$17,000 project.

Ligor - recommends doing something with the grate to prevent from getting clogged. Brendan Mullaney explained the DPW will clean out if the road is widened.

No board comment. No further public comment.

On a motion made by Rob Palumbo and seconded by Peter Holmes, the board voted to grant the Amendment Order of Conditions. Unanimous vote.

Certificates of Compliance:

1) Applicant: Joy Realty Trust

DEP File Number: SE7-1846

Representative: Merlin Ladd, Jr.

Project Address: 38 Church Lane, Sagamore Beach

Proposed Project: Construct a single family dwelling including Title V septic system, utilities, landscaping, and appurtenances within 100 feet of a Wetland Resource Area

Brendan Mullaney – site visit was conducted and has determined the project is in compliance and recommends granting.

On a motion made by Rob Palumbo and seconded by Peter Holmes, the board voted to grant Certificate of Compliance. Unanimous vote.

2) Applicant: Michael O'Neill

DEP File Number: SE7-1421

Representative: SAME

Project Address: 121 Presidents Road, Gray Gables

Proposed Project: Construct a single family dwelling including Title V septic system, utilities, landscaping, and appurtenances within an AE Flood Zone

Brenda Mullaney – site visit was conducted and has determined the project is in compliance and recommends granting.

On a motion made by Rob Palumbo and seconded by Peter Holmes, the board voted to grant Certificate of Compliance.

Other Business:

▶ Vote – Excuse Absent Members, if necessary

On a motion made by Rob Palumbo and seconded by Peter Holmes, the board voted to excuse absent members. Unanimous vote.

▶ Approval of Minutes – August 22, 2013

On a motion made by Peter Holmes and seconded by Rob Palumbo, the board voted to approve minutes of 8/22/13 as submitted. Unanimous vote.

▶ Any other business that may legally come before the Commission

▶ Report of the Conservation Agent

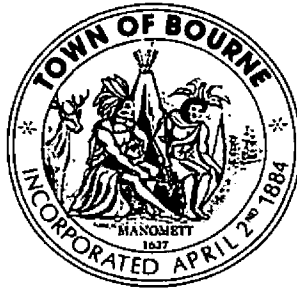
▶ Questions and Answers re: MGL Chapter 131 §40 and 310 CMR 10.00-10.99

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

Adjournment

Palumbo moved and seconded by Holmes to adjourn. Meeting adjourned at 8:00 pm.

Respectfully submitted,
Lisa Groezinger



2013 NOV 1 AM 10 54

CONSERVATION COMMISSION AGENDA

Thursday, November 7, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall
TOWN CLERK'S OFFICE
BOURNE, MASS

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** Osvaldo LiDonni **File Number:** CC13-50
Representative: SAME
Project Address: 8 Wright Lane, Buzzards Bay
Proposed Project: Remove and reconstruct shed within a VE Flood Zone
- 2) **Applicant:** Richard & Joanne Menkello **File Number:** CC13-52
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 152 Puritan Road, Buzzards Bay
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:** Wayne Pacheco **File Number:** CC13-51
Representative: Jack Vaccaro
Project Address: 73 Puritan Road, Buzzards Bay
Proposed Project: Upgrade to new Title V septic system within 100 feet of a Wetland Resource Area
- 4) **Applicant:** Joe Longo **File Number:** CC13-53
Representative: SAME
Project Address: 42 Wall Street, Buzzards Bay
Proposed Project: Upgrade to new Title V septic system within 100 feet of a Wetland Resource Area
- 5) **Applicant:** Town of Bourne **File Number:** CC13-54
Representative: Brendan Mullaney
Project Address: 258 Main Street, Buzzards Bay
Proposed Project: Remove invasive vegetation and perform vista pruning within an AE Flood Zone and within 100 feet of a Wetland Resource Area

7:15) Notices of Intent:

- 1) **Applicant:** Joseph Federico, Jr. **DEP File Number:** SE7-
Representative: John DeSimone
Project Address: 1 Captains Row, Mashnee Island
Proposed Project: Demolish and reconstruct portion of existing dwelling within a VE Flood Zone and within 100 feet of a Wetland Resource Area

- 2) **Applicant:** Joyce Lewis **DEP File Number:** SE7-
Representative: Scott Faria, JK Holmgren Engineering
Project Address: 127 Leeward Road, Mashnee Island
Proposed Project: Raze and rebuild existing house including new Title V septic system, associated site grading, utilities, and appurtenances within an VE Flood Zone
- 3) **Applicant:** Brian Murkland **DEP File Number:** SE7-1870
Representative: JC Engineering, Inc.
Project Address: 9 Gilder Road, Gray Gables
Proposed Project: Construct a new single family dwelling, detached garage, Title V septic system, driveway, utilities, and appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from October 17, 2013)

Certificates of Compliance:

- 1) **Applicant:** Joseph Federico, Jr. **DEP File Number:** SE7-1707
Representative: John DeSimone
Project Address: 1 Captains Row, Mashnee Island
Proposed Project: Demolition and reconstruction of approximately 900 square feet of existing dwelling, installation of upgraded septic system, and associated landscaping and grading within a VE Flood Zone and within 100 feet of a Wetland Resource Area
- 2) **Applicant:** Roger Stokey **DEP File Number:** SE7-1814
Representative: Falmouth Engineering, Inc.
Project Address: 524 Scraggy Neck Road, Cataumet
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:

- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Approval of Minutes – September 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

CONSERVATION COMMISSION MINUTES

Thursday, November 7, 2013 ~ 7:00 pm ~ Lower Conference Room, Bourne Town Hall

2014 JAN 2 PM 1 04

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, Vice Chm. Martha Craig Rheinhardt, Peter Holmes, Rob Palumbo, Betsy Kiebala and Thomas Ligor

Members absent: Susan Weston and Paul Lelito

7:00) Requests for Determination of Applicability:

1) Applicant: Osvaldo LiDonni

File Number: CC13-50

Representative: SAME

Project Address: 8 Wright Lane, Buzzards Bay

Proposed Project: Remove and reconstruct shed within a VE Flood Zone

Mr. LiDonni representing: seeking to tear down existing shed and put up a slightly larger shed in the same location.

No board comments.

Brendan Mullaney – proposed project is adjacent to the marina, it is over 100 FT from Resource Area but is in a VE flood zone. This is a flat, developed lot. No concerns with the project.

No public comments.

On a motion made by Peter Holmes and seconded by Betsy Kiebala, the board unanimously approved the project under a Negative Two Determination.

2) Applicant: Richard & Joanne Menkello

File Number: CC13-52

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 152 Puritan Road, Buzzards Bay

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

Brendan Mullaney – Ms. Frappier was unable to attend tonight's meeting but she has turned in abutter notifications for the board to review. The proposed project is a septic upgrade adjacent

to Bumps Pond - currently there are two cesspools close to pond. This would be a vast improvement over current conditions. No other concerns with the project.

No board comment. No public comment.

On a motion made by Peter Holmes and seconded by Betsy Kiebala, the board unanimously approved the project under a Negative Two Determination.

3) Applicant: Wayne Pacheco

File Number: CC13-51

Representative: Jack Vaccaro

Project Address: 73 Puritan Road, Buzzards Bay

Proposed Project: Upgrade to new Title V septic system within 100 feet of a Wetland Resource Area

Mr. Vaccaro representing: this is a small lot which overlooks Buttermilk Bay. Applicant is seeking to replace the septic system, proposing to place as far from Buttermilk Bay as possible.

No board comments.

Brendan Mullaney – this proposed project is the same basic concept as previous filing again will be a vast improvement. Applicant seeks to move the leaching as far from the resource area as the lot will allow. No concerns with the project.

No public comment.

On a motion made by Betsy Kiebala and seconded by Peter Holmes, the board unanimously approved the project under a Negative Three Determination.

4) Applicant: Joe Longo

File Number: CC13-53

Representative: SAME

Project Address: 42 Wall Street, Buzzards Bay

Proposed Project: Upgrade to new Title V septic system within 100 feet of a Wetland Resource Area

Brendan Mullaney – Mr. Longo is unable to make tonight's meeting, but has handed in his abutter notifications which allows the board to review. Proposed project is on Bumps Pond abandoning an old cesspool that has been functioning for 20+ years. The proposed project will move the leaching field as far from the resource area as the lot will allow. This will again be a vast improvement over existing conditions.

No board comment. No public comment.

On a motion made by Peter Holmes and seconded by Betsy Kiebala, the board unanimously approved the project under a Negative Two Determination.

5) Applicant: Town of Bourne

File Number: CC13-54

Representative: Brendan Mullaney

Project Address: 258 Main Street, Buzzards Bay

Proposed Project: Remove invasive vegetation and perform vista pruning within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Brendan Mullaney representing: proposed project is across the street from the Mezza Luna restaurant and adjacent to the professional office buildings. After the Main Street project was completed, vegetation grew in and he was approached by residents to see if a vista could be created in his area. Proposing to remove the vines that are strangling the trees, remove some of the dead wood, and perform some vista pruning of limbs.

No board comments. No public comments.

On a motion made by Peter Holmes and seconded by Betsy Kiebala, the board unanimously approved the project under a Negative Two Determination.

7:15) Notices of Intent:

1) Applicant: Joseph Federico, Jr.

DEP File Number: SE7- 1874

Representative: John DeSimone

Project Address: 1 Captains Row, Mashnee Island

Proposed Project: Demolish and reconstruct portion of existing dwelling within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Mr. DeSimone representing: applicant has reconstructed one side of the house, he is now seeking to finish the other side of the house. Basic reconstruction of existing portion of house.

Brendan Mullaney – the proposed project will utilize the existing footprint, new structure will not move closer to bank than currently exists. Erosion control will be installed. He has no other concerns with the project.

No further board comment. No public comment.

On a motion made by Peter Holmes and seconded by Betsy Kiebala, the board voted unanimously to close public hearing.

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 7,8,9 to the bylaw and Special Conditions 20, 24 to continue in perpetuity.

On a motion made by Rob Palumbo and seconded by Betsy Kiebala, the board voted unanimously to move Draft Order of Conditions to Final.

2) Applicant: Joyce Lewis

DEP File Number: SE7- 1875

Representative: Scott Faria, JK Holmgren Engineering

Project Address: 127 Leeward Road, Mashnee Island

Proposed Project: Raze and rebuild existing house including new Title V septic system, associated site grading, utilities, and appurtenances within an VE Flood Zone

Mr. Faria representing: applicant seeking to raze and rebuild existing house with a new Title V septic system.

Brendan Mullaney – proposed project is behind the old Mashnee Beach Club. Resource areas are over 100 FT from the proposed project. It is a flat, developed lot and new septic would be an improvement over existing conditions. No concerns with the project.

No board comment. No public comment.

On a motion made by Betsy Kiebala and seconded by Peter Holmes, the board voted unanimously to close public hearing.

Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1-6,10,12,13,16-24 and Special Conditions 7,8,9 to the bylaw and Special Conditions 20, 24 to continue in perpetuity.

On a motion made by Betsy Kiebala and seconded by Peter Holmes, the board voted unanimously to move Draft Order of Conditions to Final.

3) Applicant: Brian Murkland

DEP File Number: SE7-1870

Representative: JC Engineering, Inc.

Project Address: 9 Gilder Road, Gray Gables

Proposed Project: Construct a new single family dwelling, detached garage, Title V septic system, driveway, utilities, and appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area

(Continued from October 17, 2013)

Chm. Gray recuses himself from discussion and vote. Meeting turned over to V. Chm. Craig Rheinhardt.

JC Engineering representing: proposing to construct a single-family dwelling within an AE flood zone. A portion of which is within 100 FT of a coastal dune offset. Plans were revised and

submitted showing changes. The hay bale was adjusted with a slight angle to maintain the 50 FT buffer to the coastal dune. There was a change to the delineation of the coastal dune and location of the buffer zone.

No board comments.

Brendan Mullaney – the only outstanding issue for continuation was the coastal dune delineation. He met with JC Engineering at the site who agreed to revise plans showing new delineation. No other concerns with project.

No public comment.

On a motion made by Rob Palumbo and seconded by Peter Holmes, the board voted unanimously to close public hearing. Kiebla abstained.

****Brendan Mullaney – Draft Order of Conditions: General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1-6,10,12,16-24 and Special Conditions 4,6,7,8,9 to the bylaw and Special Conditions 20, 24 to continue in perpetuity.**

On a motion made by Peter Holmes and seconded by Rob Palumbo, the board voted unanimously to move Draft Order of Conditions to Final.

Certificates of Compliance:

1) Applicant: Joseph Federico, Jr.

DEP File Number: SE7-1707

Representative: John DeSimone

Project Address: 1 Captains Row, Mashnee Island

Proposed Project: Demolition and reconstruction of approximately 900 square feet of existing dwelling, installation of upgraded septic system, and associated landscaping and grading within a VE Flood Zone and within 100 feet of a Wetland Resource Area

Brendan Mullaney – a site visit was conducted and found project to be compliant. He recommends the board grant compliance.

On a motion made by Peter Holmes and seconded by Betsy Kiebala, the board voted unanimously to grant compliance.

2) Applicant: Roger Stokey

DEP File Number: SE7-1814

Representative: Falmouth Engineering, Inc.

Project Address: 524 Scraggy Neck Road, Cataumet

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 – a site visit was conducted and found project to be compliant. He added it was a nice job all around and recommends the board grant compliance.

On a motion made by Betsy Kiebala and seconded by Peter Holmes, the board voted unanimously to grant compliance.

Other Business:

▶ Vote – Excuse Absent Members, if necessary

On a motion made by Peter Holmes and seconded by Rob Palumbo, the board voted unanimously to excuse absent members.

▶ Approval of Minutes – September 19, 2013

On a motion made by Peter Holmes and seconded by Rob Palumbo, the board voted unanimously to approve minutes of 9/19/13.

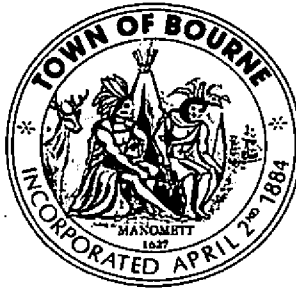
▶ Any other business that may legally come before the Commission

▶ 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

On a motion made by Peter Holmes and seconded by Rob Palumbo, the board voted unanimously to adjourn. Meeting adjourned at 7:30 pm.



2013 NOV 15 AM 11 04

TOWN CLERK'S OFFICE
BOURNE, MASS

CONSERVATION COMMISSION AGENDA,

Thursday, November 21, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** National Grid **File Number:** CC13-55
Representative: Bradford Malo, Coastal Engineering Co., Inc.
Project Address: 27 Pasture Road, Cataumet
Proposed Project: Install gas service connection within an AE Flood Zone
Hearing Under State Act Only

- 2) **Applicant:** National Grid **File Number:** CC13-56
Representative: Bradford Malo, Coastal Engineering Co., Inc.
Project Address: Pleasure Point Road, Sagamore
Proposed Project: Extend gas main and install service connections within 100 feet of a Wetland Resource Area

- 3) **Applicant:** National Grid **File Number:** CC13-57
Representative: Bradford Malo, Coastal Engineering Co., Inc.
Project Address: 16 Wenaumet Bluffs Drive, Pocasset
Proposed Project: Install gas service connection 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, Inc.
Project Address: 101 Academy Drive, Buzzards Bay
Proposed Project: Construct Phase 6 student entry addition to existing campus, including stormwater management facilities improvements, utility relocations, and landscaping within AE and VE Flood Zones
Hearing Under State Act Only

- 2) **Applicant:** Joseph Cheney **DEP File Number:** SE7-
Representative: Brad Holmes, Environmental Consulting & Restoration, LLC
Project Address: 270 Williston Road, Sagamore Beach
Proposed Project: Remove invasive vegetation and perform wetland resource area improvements within an AE Flood Zone and within a Wetland Resource Area

Other Business:

- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Approval of Minutes – October 3, 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, November 21, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

2014 JAN 16 PM 2 59
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 12E

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, Vice Chm. Martha Craig Rheinhardt, Peter Holmes, Paul Lelito, Betsy Kiebala and Thomas Ligor

Members absent: Rob Palumbo and Susan Weston

7:00) Requests for Determination of Applicability:

1) Applicant: National Grid

File Number: CC13-55

Representative: Bradford Malo, Coastal Engineering Co., Inc.

Project Address: 27 Pasture Road, Cataumet

Proposed Project: Install gas service connection within an AE Flood Zone

Hearing Under State Act Only

Mr. Malo representing: Applicant is proposing gas service on Scraggy Neck. It is an upland lot, well vegetated. Gas service will run along the driveway and back to garage and to the left side of the house. No grade changes are proposed.

Brendan Mullany – agrees with Mr. Malo. Project is in Flood Zone only, there are no other jurisdictional resource areas within 100 FT. This is a relatively flat, developed lot. No concerns with the project.

No board comment. No public comment.

On a motion made by Peter Holmes and seconded by Paul Lelito, the board unanimously approved the project under a Negative Two Determination. Betsy Kiebala abstained.

2) Applicant: National Grid

File Number: CC13-56

Representative: Bradford Malo, Coastal Engineering Co., Inc.

Project Address: Pleasure Point Road, Sagamore

Proposed Project: Extend gas main and install service connections within 100 feet of a Wetland Resource Area

Mr. Malo representing: Applicant seeking to add gas service off Pleasant Street. There is a grassy shoulder to the side of the road between the resource area and the existing paved road. There will be six (6) houses to be served by the proposed gas installation. Any areas disturbed will be put back to pre-existing conditions.

No board comments.

Brendan Mullaney – There is a depression that receives stormwater which the board has afforded protection in the past. Project is a simple gas main extension and should cause minimal impact to resource. No other concerns with the project. Protection from the catch basins are included as part of the protection on drawings.

No public comment.

On a motion made by Peter Holmes and seconded by Paul Lelito, the board unanimously approved the project under a Negative Two Determination.

3) Applicant: National Grid

File Number: CC13-57

Representative: Bradford Malo, Coastal Engineering Co., Inc.

Project Address: 16 Wenaumet Bluffs Drive, Pocasset

Proposed Project: Install gas service connection within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Mr. Malo representing: Applicant to install gas line to an existing gas main on the opposite side of the main road. The project is within the buffer zone of the resource area. Proposed gas installation of service will run along the edge and with the foot print of the existing paved and graveled driveway. Due to the curbing around the edge of the gravel driveway and having a well vegetated landscape, there is no issue with respect to any sedimentation with installation. Applicant is not proposing any hay bales. The duration of the project will take a few hours to complete.

No board comments.

Brendan Mullaney – agrees with Mr. Malo. This is a simple gas installation and has no concerns with the project.

No public comment.

On a motion made by Paul Lelito and seconded by Martha Craig Rheinhardt, the board unanimously approved the project under a Negative Two Determination.

7:10) Notices of Intent:

1) Applicant: Mass. Maritime Academy.

DEP File Number: SE7-1877

Representative: Baxter Nye Engineering & Surveying, Inc.

Project Address: 101 Academy Drive, Buzzards Bay

Proposed Project: Construct Phase 6 student entry addition to existing campus, including stormwater management facilities improvements, utility relocations, and landscaping within AE and VE Flood Zones

Hearing Under State Act Only

John LaVelle representing: the applicant is proposing a small addition of 1800 SF, a single story addition in a previously developed area with an open air trellis. The proposed work is about 237 FT from the coastal bank. Existing drainage system will be replaced as well as a new gas service will be installed.

Paul Lelito asks why this was submitted as an NOI rather than an RDA. Chm. Gray - all commercial construction in Bourne gets reviewed under a NOI.

Brendan Mullaney – this is a relatively small and simple project. The stormwater upgrade will be an improvement to handle the run off. There are no other jurisdictional resource area close to the proposed project and has no other concerns with the project.

No board comment. No public comment.

On a motion made by Peter Holmes and seconded by Paul Lelito, the board voted unanimously to close public hearing.

Brendan Mullaney – Draft Order of Conditions: all General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1,2,3,5,9,12,13,16-24, Special Conditions 20, 24 to continue in perpetuity.

On a motion made by Betsy Kiebala and seconded by Paul Lelito, the board voted unanimously to move Draft Order of Conditions to Final.

2) Applicant: Joseph Cheney

DEP File Number: SE7- 1876

Representative: Brad Holmes, Environmental Consulting & Restoration, LLC

Project Address: 270 Williston Road, Sagamore Beach

Proposed Project: Remove invasive vegetation and perform wetland resource area improvements within an AE Flood Zone and within a Wetland Resource Area

Chm. Gray removed himself from discussion and vote at this time and turned meeting over to V. Chm. Craig Rheinhardt.

Brad Holmes representing: there are several resource areas on site. The pond, the inland bank to the pond, the bordering vegetated wetland, the land subject to coastal storm flowage and the buffer zone to the vegetated wetland. Proposing to remove phragmites through mechanical means as well as with a hydro-rake within the pond. Spot herbicide treatment may also be used to attempt to control growth.

Brendan Mullaney - this is a wetland improvement project and will be filed as a wetland enhancement. The permit includes phragmites control, with continued maintenance and the use of an herbicide.

Lelito – asked how often applicant proposes hydro raking. It will be done this upcoming spring and not something done annually but as needed. Hydro raking uses small barge-like excavator which uses a rake instead of bucket. Any material pulled up will be deposited on the shore. It is a lengthy, but effective process. Deposit spoils will be used on site as a compost and spread through the upland areas.

Craig Rheinhardt – asked how applicant will access the pond. Representative responded through the cleared wetland.

Craig Rheinhardt – inquired about access to the wetland going through the meadow. Applicant responded by smoothing and restoring the area if done. The sparse areas will be hand raked and seeded. Brad Holmes states there is no alternative way to access the pond.

Lelito – asked what is the total SF of the bordered vegetated in the wetland. It is 2600 SF (recently cleared area), rest of the area somewhat partial lawn and not bordering vegetated land.

Holmes – suggested if applicant rakes, to do so periodically every three years. Representative said it depends on funding of applicant.

Kiebala – asked if the project can be done at any particular time of year as she is concerned about the turtles. Representative said not when there is ice on the pond.

Kiebala – asked about aeration. Mr. Cheney described the aeration which stays in until the oxygen level is up in the pond at which then is shut off and monitored by applicant.

Leito – raised concern of the dock and inquires about a permit - he feels it should be permitted. Applicant stated the dock was standing before applicant which is well beyond 12 years.

Brendan Mullaney – the dock is a small structure which could be approved through this filing or if applicant can show it is properly permitted or through an after the fact filing.

Craig Rheinhardt – recommended applicant include the size of dock in the plans with survey.

Lelito – suggested mowing the meadow before it gets too high which will crowd the area. Applicant will mow like a lawn. Brendan Mullaney suggested late July, then twice or 3 times a year.

Craig Rheinhardt – asked about the phragmites maintenance plan. Representative responded for new shoots it is possible to use two (2) techniques – cut and drip or bloody glove technique. Lelito suggested in July to hit with an herbicide - wait until dead by frost or herbicide then mow.

Craig Rheinhardt – asked if the rest of phragmites will be taken out of pond. Representative said they are proposing to let grow around the rest of the pond.

No further board comment. Mr. Mulvey, under public comment, suggested the board approve an on-going maintenance with conditions or authorize a staff member to monitor the program.

On a motion made by Betsy Kiebala and seconded by Peter Holmes, the board voted unanimously to close public hearing.

Brendan Mullaney – Draft Order of Conditions: All General Conditions pursuant to MGL, Chapter 131, Section 140 and Special Conditions 1,2,3,9,12,13,16,17,19-24 and Special Conditions to the bylaw 7,8,9. Addition Special Conditions:

ASC-1) At the expiration he Order of Conditions, the applicant shall furnish a report detailing the results and progress of the project and request an extension if necessary.

ASC-2) If herbicides are to be applied for vegetation management, the Conservation office must be notified 2 weeks in advance. Notification shall include details regarding the type, methodology, and party responsible for herbicide usage.

ASC-3) The dock, as shown on the Plan of Record, is authorized as a legal structure under this Order of Conditions

Mr. Mulvey – suggested the board approve project with the proposed conditions using wording “as printed on application”.

On a motion made by Betsy Kiebala and seconded by Peter Holmes, the board voted unanimously to move Draft Order of Conditions to Final.

Other Business:

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

Lelito moved and seconded by Holmes to excuse Rob Palumbo and Susan Weston. Unanimous vote.

▶ **Approval of Minutes – October 3, 2013**

Lelito moved and seconded by Holmes to approve minutes of 10/3/13. Unanimous vote. Lelito abstained.

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

► Report of the Conservation Agent

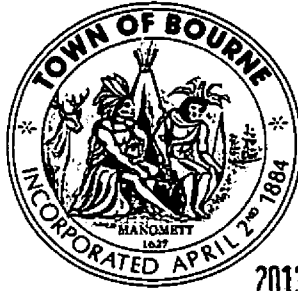
Craig Rheinhardt will not be attending 12/5/13 meeting.

Adjourn

Lelito moved and seconded Holmes to adjourn. Meeting adjourned at 8:00 PM.

Respectfully submitted,

Lisa Groezinger, sec.



2013 NOV 27 AM 10 07

CONSERVATION COMMISSION AGENDA

Thursday, December 5, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall
TOWN CLERK'S OFFICE
BOURNE, MASS

7:00) Notices of Intent:

- 1) **Applicant:** Mass. Maritime Academy **DEP File Number:** SE7-
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
Hearing Under State Act Only

- 2) **Applicant:** Town of Bourne Open Space Committee **DEP File Number:** SE7-
Representative: Eugene Bolinger, Weston & Sampson
Project Address: 212 Main Street, Buzzards Bay (Open Space Parcel behind Post Office)
Proposed Project: Perform open space improvements, including trail creation, vegetation management, installation of signage, benches, a wooden boardwalk crossing, and other appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area

Other Business:

- ▶ Discussion – Use of the Strand, Sagamore Beach
- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Approval of Minutes – October 17, 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, December 5, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

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 know by the Board and the public. All cell phones are to be placed on vibrate or turned off during the meeting.

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

7:00) Notices of Intent:

1) Applicant: Mass. Maritime Academy

DEP File Number: SE7-1878

Representative: JC Engineering

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

Hearing Under State Act Only

2014 JAN 30 PM 3:13
TOWN CLERK'S OFFICE
BOURNE, MASS

Michael Pimental representing: proposed work will be at the Harrington Building - 1800 SF and site work consists of a concrete walkway to the entrance, mitigate stormwater with dry wells handling up to a 100 year storm event. The coastal bank is located 300 FT south of the addition, but are providing a row of hay bales for any possibility of erosion to the coastal bank. Silt sacks will be used for each catch basin as well as hay bales.

Brendan Mullaney – this is a small addition to the existing dwelling. There are no other jurisdictional resources that are with 100 FT of the resource area. There is a minimal chance of erosion towards the coastal bank.

Lelito – suggested taking the hay bales out.

No further board comment. No public comment.

Lelito 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 1,2,3,5,9,12,13,16-24, no bylaw conditions and Special Conditions 20, 24 will continue in perpetuity .

Lelito moved and seconded by Holmes to move Draft Notice of Intent to Final Notice of Intent. Unanimous vote.

2) Applicant: Town of Bourne Open Space Committee

DEP File Number: SE7-

Representative: Eugene Bolinger, Weston and Sampson

Project Address: 212 Main Street, Buzzards Bay (Open Space Parcel behind Post Office)

Proposed Project: Perform open spaced improvements, including trail creation, vegetation management, installation of signage, benches, a wooden boardwalk crossing, and other appurtenances within an AE Flood Zone and within 100 FT of a Wetland Resource Area

V. Chm. Craig Rheinhardt recused herself from discussion and vote. Meeting handed over to Lelito.

Eugene Bolinger representing: property is behind the Ryan Family Amusement which is at the rear of 200 Main Street. The property is under the custody and care of the Open Space Committee (OSC) which was purchased through Community Preservation Act (CPA) funds. This project will include some vegetation management by removal of some invasives, the pruning of large vegetation and removal of some saplings. There will be installation of meandering pathways, some signage with description of unique properties to the area. An upgrade to the unpaved parking lot to grade and spread dense grade, crushed stone and a guard rail. They will install some seating and an open air shelter with a 40 FT boardwalk that crosses over drainage where it connects to the canal. There will be site furnishings. The width of the pathways will be 5 FT made up of permeable asphalt and the rest would be stone dust. The open air shelter will have a small area of pavement surrounding it and an apron of pavement leading to the boardwalk on either side for ADA compliance.

Kiebala – asked how the boardwalk will be constructed and what materials will be used. It will be a low profile pathway (2 FT), 6 FT wide, and 40 FT long with a railing on the side. Wood decking will be used with concrete footings which will be at 10 FT on center.

Brendan Mullaney – this is a great project as it is the last wooded area in Buzzards Bay. The wetland on property is on the backside of Summer Street holds some standing water but is within the vicinity of where the boardwalk is and would barely be classified as wetland. There will be minimal impact to resource area. The project will have minimal impact and a great improvement for the parcel.

No further board comment.

Mr. Barry Johnson, Chm. Of the OSC in attendance with secretary of the OSC. This is a vast improvement and he is in contact with the Army Corps which has been very receptive to the open walkway to their property to have access. Construction is out to bid in January and will begin in February. The goal is to have the project ready for the canal celebration (July 2014). No further public comment.

Brendan Mullaney – this hearing will be continued due to no DEP file number, but if there are no issues, the applicant need not attend.

Lelito - at the applicant's request, the hearing will be continued to 12/19/13 for a file number from the DEP.

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

Holmes moved and seconded by Lelito to excuse Chm. Gray from tonight's meeting.
Unanimous vote.

► **Approval of Minutes – October 17, 2013**

Holmes moved and seconded by Palumbo to approve minutes of 10/17/13 as submitted.
Unanimous vote.

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

Brendan Mullaney – handed out a draft calendar to be put on the 12/19/13 agenda for approval.

An issue will come before the board as a discussion item with regard to town land in Sagamore Beach that is under care and custody of the Conservation Commission. A group of homeowners have contacted the town to determine if they could construct stone revetments on the town land to protect their homes on Indian Trail. The main issue is that the area is entirely on town property and he doesn't know if homeowners could legally construct a revetment, as well as whether the Commission would allow this use of the property. The Selectmen/TA office has been contacted regarding the matter.

Lelito – suggested obtaining Town Counsel opinion on the matter.

Craig Rheinhardt – would like to conduct a site visit before discussion with the board. She commented about another town where one cannot build a revetment if you don't have real property, such as a dwelling, to protect.

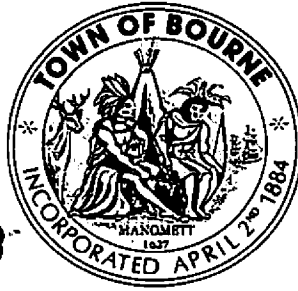
Lelito – if the town made an application for a revetment, the town couldn't construct since there is no building to protect. Brendan Mullaney said the five (5) private homeowners are requesting permission from the board to do so.

Brendan Mullaney – suggested having these folks in before the board to hear the thoughts of the board. If they push to move forward, the board can seek Town Counsel's legal opinion on the matter.

► **Report of the Conservation Agent**

Adjourn

Lelito moved and Palumbo seconded to adjourn. Unanimous vote. Meeting adjourned at 7:47 pm.



2013 DEC 12 PM 3 13

**TOWN CLERK'S OFFICE
CONSERVATION COMMISSION AGENDA**
Bourne, Mass.
Thursday, December 19, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

7:00) Requests for Determination of Applicability:

- 1) **Applicant:** The Sailing Eagle LLC **File Number:** CC13-58
Representative: Barbara Frappier, Warwick & Associates, Inc.
Project Address: 41 Harbor Drive, Pocasset
Proposed Project: License and maintain an existing seasonal dock, ramp, and float within a VE Flood Zone and within a Wetland Resource Area

- 2) **Applicant:** Robert Lane **File Number:** CC13-59
Representative: Thomas Roux
Project Address: 12 Sagamore Road, Sagamore Beach
Proposed Project: Upgrade to new Title V septic system within 100 feet of a Wetland Resource Area

Notices of Intent:

- 1) **Applicant:** Town of Bourne Open Space Committee **DEP File Number:** SE7-
Representative: Eugene Bolinger, Weston & Sampson
Project Address: 212 Main Street, Buzzards Bay (Open Space Parcel behind Post Office)
Proposed Project: Perform open space improvements, including trail creation, vegetation management, installation of signage, benches, a wooden boardwalk crossing, and other appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from December 5, 2013)

Other Business:

- ▶ Discussion & Possible Vote – Use of Conservation Land (“The Strand”) below Indian Trail, Sagamore Beach
- ▶ Vote – Excuse Absent Members, if necessary
- ▶ Approval of Minutes – November 7, 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, December 19, 2013 ~ 7 pm ~ Lower Conference Room, Bourne Town Hall

2014 FEB 28 AM 10 44
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 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. Robert Gray, Peter Holmes, Betsy Kiebala, Paul Lelito, Rob Palumbo, Susan Weston, and alternate member Thomas Ligor.

Members Absent: Martha Craig Rheinhardt

7:00) Request for Determination of Applicability:

1) Applicant: The Sailing Eagle LLC

DEP File Number: CC13-58

Representative: Barbara Frappier, Warwick & Associates, Inc.

Project Address: 41 Harbor Drive, POCasset

Proposed Project: License and maintain an existing seasonal dock, ramp, and float within a VE Flood Zone and within a Wetland Rersource Area

Ms. Barbara Frappier representing: this is a groin that for eons has had a deck and ramp at the end, photographs are handed out. The owner of the property passed away and the family would like to sell the property. This is for the license only. No construction will be done.

Paul Lelito – is the structure legally existing today? Ms. Frappier states there is no record of permitting but the structure goes back to at least the 70's.

Rob Palumbo – lives in the neighborhood and confirms the structure has been there as long as he remembers.

Brendan Mullaney – Looked at historic aerials and the structure does appear, no evidence of any actual permitting. This would be at the Commission's discretion. The groin is licensed but structure is not. According to the current owners the structure has existed for a number of decades.

Chm. Gray – believes in this case the folks at DEP looking for a Negative Determination in order to issue the license? Ms. Frappier responds yes.

Tom Ligor – where is the dock stored in the winter? Rob Palumbo states in the front yard.

No further board comment. No public comment.

On a motion made by Betsy Kiebala and seconded by Peter Holmes, the Commission unanimously approved the project under a Negative Two Determination.

2) Applicant: Robert Lane

File Number: CC13-59

Representative: Thomas Roux

Project Address: 12 Sagamore Road, Sagamore Beach

Proposed Project: Upgrade to new Title V septic system within 100 feet of a Wetland Resource Area

Thomas Roux representing – proposed system is within 100 feet of the top of Coastal Bank. Soil testing complete, luckily found all sand on the lot. Looking to upgrade to a current up-to-date Title V system.

Brendan Mullaney – this is one of the properties that built a revetment after last year's storm, the system is located as far from the top of the bank as the lot will allow. This will be an improvement over existing conditions and no concerns with the project.

No board comment. No public comment.

On a motion made by Paul Lelito and seconded by Peter Holmes, the Commission unanimously approved the project under a Negative Three Determination.

Notices of Intent:

1) Applicant: Town of Bourne Open Space Committee

DEP File Number: SE7-1879

Representative: Eugene Bolinger, Weston & Sampson

Project Address: 212 Main Street, Buzzards Bay (Open Space Parcel behind Post Office)

Proposed Project: Perform open space improvements, including trail creation, vegetation management, installation of signage, benches, a wooden boardwalk crossing, and other appurtenances within an AE Flood Zone and within 100 feet of a Wetland Resource Area
(Continued from December 5, 2013)

Brendan Mullaney – this hearing was continued for file number only. File number has been received.

On a motion made by Paul Lelito and seconded by Rob Palumbo, the Commission unanimously voted to close the Public Hearing.

Brendan Mullaney – Draft Order of Conditions: All General Conditions, Special Conditions pursuant to MGL, Chapter 131, Section 140 numbers 1,2,3,9,12,13,16,17,19-24 and Special Conditions pursuant to the Bylaw numbers 7,8,9. Special Conditions 20, 24 to continue in perpetuity.

On a motion made by Peter Holmes and seconded by Susan Weston, the Commission unanimously voted to move the Draft Order of Conditions to Final Order of Conditions.

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

On a motion made by Peter Holmes and seconded by Paul Lelito, the Commission unanimously voted to excuse Martha Craig Rheinhardt from tonight's meeting.

▶ **Approval of Minutes – November 7, 2013**

On a motion made by Peter Holmes and seconded by Rob Palumbo, the Commission voted to approve minutes of 11/7/13 as submitted. Paul Lelito and Susan Weston abstained.

▶ **Discussion & Possible Vote – Use of Conservation Land ("The Strand") below Indian Trail, Sagamore Beach**

Brendan Mullaney –had a conversation with the representative and informed him of the discussion with the board. Informed them it was highly unlikely that the town nor the Commission would allow or support this type of project. The issue may be back in the future.

Also, a letter from the law firm of Nutter, McClellan & Fish was received regarding a public records request. A copy was sent to all members as a matter of thoroughness regarding the project at 1 Trowbridge Road and 9 Sandwich Road. Brendan submitted all requested ConCom documentation – members should review and submit any documentation or requested information if applicable.

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

Adjourn

On a motion made by Betsy Kiebala and seconded by Susan Weston, the Commission voted to adjourn the meeting. Meeting adjourned at 7:15 pm.

Respectfully submitted,

Lisa Groezinger, sec.

TOWN OF BOURNE 2013 JAN 15 AM 10 58

Board, Committee, or Commission: **BOURNE COUNCIL ON AGING** CLERK'S OFFICE
BOURNE, MASS

Schedule of Regular Meetings

<u>Date</u>	<u>Time</u>	<u>Place</u>
January 17, 2013	12 noon	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

- COA Budget for FY 2014
- Formula Grant Revision
- What is expected of the COA Board and COA in their working relationship

Notice of Special Meeting (include date, time and place)

Notice of Cancellation of Meeting (Specify meeting being cancelled.)

Signed: *Estelle Blake*

Estelle Blake
Title: Chair, Bourne Council on Aging
Date: January 15, 2013

cc: Town Clerk

**TOWN OF BOURNE
COUNCIL ON AGING BOARD OF DIRECTORS
BOURNE VETERANS MEMORIAL COMMUNITY/SENIOR
MINUTES OF JANUARY 17, 2013**

MEMBERS PRESENT: Estelle Blake, Kathleen Donovan, Mary Fuller, Monica Layton, Linda Masson, Bette Songer, Dorothy Wilcox.

MEMBER EXCUSED: Valerie Gudas, Marge McClung, Donald Morrissey, Lorraine Young,

OTHER PRESENT: Felice Monteiro

Meeting was called to order at 12 noon.

The purpose of this meeting was to advise the Board on the COA Budget for FY-2014. Formula Grant Revision and what is expected of the COA Board and the COA in their working relationship.

Meeting adjourned at 1 p. m.

Respectfully submitted,

**Cheryl J. Gomes
Administrative Secretary**

Actually received
this notice on February
19, 2013. These
was a percentage;
date + time clock
did not
go back accurately

TOWN OF BOURNE

Board, Committee, or Commission: **BOURNE COUNCIL ON AGING**

Schedule of Regular Meetings

<u>Date</u>	<u>Time</u>	<u>Place</u>
February 21, 2013	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.

BNS
Clerk

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

2013 FEB 20 AM 12 29
TOWN CLERK'S OFFICE
BOURNE, MASS

Notice of Special Meeting (include date, time and place)

Notice of Cancellation of Meeting (Specify meeting being cancelled.)

Signed: Estelle Blake

Estelle Blake
Title: Chair, Bourne Council on Aging
Date: February 19, 2013

cc: Town Clerk

**TOWN OF BOURNE
COUNCIL ON AGING BOARD OF DIRECTORS
BOURNE VETERANS MEMORIAL COMMUNITY/SENIOR
MINUTES OF FEBRUARY 21, 2013**

2013 APR 5 PM 2:40

TOWN CLERK'S OFFICE
BOURNE, MASS.

MEMBERS PRESENT: Valerie Gudas, Mary Fuller, Monica Layton, Linda Masson, Dorothy Wilcox, Lorraine Young, Marge McClung.

MEMBER EXCUSED: Donald Morrissey, Estelle Blake, Kathleen Donovan, and Bette Songer.

OTHER PRESENT: Felice Monteiro, Lois Carr, Debora Oliviere-Llanes, Lisa Laine, Carol A. MacDonald, Diane Bergeron, Marian Carpentino, Arnold Carr, Janis Guiny, Richard Menkello, Patricia Morley, Ann Marie Riley, Karen Ross, Linda Silveira.

Meeting was called to order at 1 p. m by Mary Fuller.

MINUTES: Upon a motion duly made by Mary Fuller and seconded by Monica Layton the minutes of January 17, 2013 were accepted as written.

OUTREACH REPORT-Highlights

- Discussions started on new emergency systems.
- Updated senior phone lists, asked board for names, asked for Charlie Noyes to be given list.
- "Boston Cane" to be presented to Madeline Woodruff on Friday 2/22/2013 as she turns 103.
- See attached Report

BRIDGING THE YEARS-Highlights

- Discussed ^{Feb} Jan. 8th blizzard damage done due to frozen pipes.
- Fees lost and cost of damage due to blizzard.
- Purchased used lift chair bring the total to 3 lift chairs with 10 total chairs.
- 1 new client, 8 inquires, with most of them beyond their scope reason believed is due to website, people thinking we have medical staff, needs to be resolved.
- See attached Report

DIRECTOR'S REPORT-Highlights

- COA shut down programs the week of January 11th due to blizzard.
- Thanked Deb Oliviere-Llanes for effort on getting Bridging the Years program back on track after the blizzard damage.

- **Big interest in Bingo.**
- **Café bid went out.**
- **See attached Report**

Upon a motion duly made by Mary Fuller and seconded by Monica Layton the meeting adjourned at 1:30 p. m.

Respectfully Submitted,

**Tracy Sullivan
COA Secretary**



Date: March 15, 2013
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 February:

Total Clients that participated in the Program	23
Participants Returning from Previous Month	20
New Participants	0
Participants returning from Extended Leave	0
Participants on Medical/Extended Leave	3
Participants who were discharged	0
Participants who were Trials (No Charge for day)	0

There were ***14 Service Days** with a total attendance of **110** service days charged and **0** trial days.

Scheduled attendance was as follows:

- 5 days per week attendees: 0
- 4 days per week attendees: 1
- 3 days per week attendees: 7
- 2 days per week attendees: 10
- 1 day per week attendees: 2

**We only had 14 Service Days for the entire month of February because we had to close the program for the entire week after the storm, as there was extensive damage in the day program area.*

5 inquiries regarding the program were made this month.

Meetings/Events:

2/5 MCOA Supportive Day meeting in Franklin this is a semi-annual meeting that I attend with other Supportive day Programs in the state. We had a chance to tour the Franklin program then met to discuss fees and how much reimbursement we are receiving from our ASAP. Bourne is on the high side of fees and reimbursement. We also discussed activity ideas, exercise programs, issues, etc.

2/15 Health & Wellness Fair Meeting - Need posts for Banners.

2/19 Violence in Workplace Workshop

2/21 BOD meeting

2/22 Newsletter Meeting

Anna Dann will be retiring on March 29, 2013. Anna works as a Senior Aide in the Day Program for Elder Services in the Mature Workers Program. This will mark her third retirement with us. We appreciate all she has done for us and are thrilled that she will continue to volunteer once per week.

Respectfully submitted,
Debora Oliviere-Llanes, Program Director

To: COA Board Members
From: Lois Carr, Outreach Coordinator

March 2013 Report

Outreach- I attended the monthly meeting of Cape Outreach Coordinators and the speaker was Paul Wild, Elder Services Contracts Manager. He updated us on various financial assistance programs.

I continue to compile a new emergency outreach\shelter list for the COA and emergency personnel. This list includes both seniors and disabled residents. I accompanied the food pantry volunteers on home deliveries this month and found both elderly and disabled residents to add to the emergency list.

Elders At Risk – The Cape Consortium received additional funding from DPH to expand the Samaritans Senior Outreach program and to offer two Elder Suicide Prevention training classes.

Grandparents as Parents- The new evening group which is held on the 2nd Tuesday of the month has five participants so far. On April 9, Bourne Police Sgt Brandon Esip will be guest speaker. He will present information for all ages on the safe use of computer and other electronic devices. Grandparents are encouraged to bring their grandchildren.

Intergenerational- The Intergenerational Memory Share Program will be on Thursday April 11 from 9-10 a.m. at the Bourne Middle School. Seniors are interviewed by fifth graders, who then write a short biography on the senior and present it at a follow up meeting in May. Senior volunteers are needed. Anyone who is interested in participating please let me know.

Fuel Assistance –8 new applications were taken this past month. We have taken a total of 89 new applications since October. The Salvation Army Good Neighbor Fund and Citizens Oil programs are both closed.

Knox Boxes- One was returned and two were installed this past month and there are currently no names on the waiting list. Recertification letters were mailed out to some recipients.

Human Services- The Human Services Committee is in the process of updating its' "Bridge to Human Services" resource guide.

Other- I attended meetings for the COA Health Fair, Pet Trusts, Life Conversations and Emergency Planning.

Respectfully submitted



To: Bourne COA Board Members

From: Kari Leighton, Outreach Worker

February 2013 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.

We are in the process of planning a health and wellness fair which will be held May 17, 2013. We have been putting a list of vendors together and will be mailing out letters to the vendors very soon.

Volunteer Coordinator- This past month I met with six potential volunteers to discuss volunteer opportunities and run their CORIs. I have also been updating CORIs as needed to try and keep everything up to date.

Out of the six volunteers I met with, three began volunteering. Unfortunately, not all volunteers are committed and some do not return which is very frustrating.

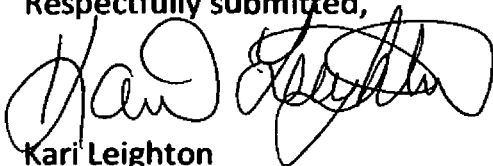
I will also be in need of volunteers for the upcoming health and wellness fair. Anyone interested in helping should contact me.

Elders at Risk- I continue to work closely with several community resources to support the at risk clients I work with.

Fuel Assistance- I meet with people every Wednesday from 2-4 to complete fuel assistance applications and meet with people as needed for emergencies. I completed 7 applications this month.

Human Services- We have received many calls from non-seniors regarding utilities, rent assistance and wanting information about the food pantry and/or food stamps.

Respectfully submitted,



Kari Leighton

Outreach Worker

**TOWN OF BOURNE
COUNCIL ON AGING**

TO: COA Advisory Board
FROM: Felice Monteiro, Director
DATE: March 19, 2013

FEBRUARY 2013 REPORT

MEETINGS/CONFERENCES ATTENDED

- COA Adv. Brd. Mtg.
- Health & Wellness Fair Mtg.
- Human Services mtg.
- Men's Breakfast
- COAST mtg.

ACCOMPLISHMENTS

- January & February: Activity/program reporting we served 12 unduplicated elders and 764 duplicated.
- 25 refurbished cell phones from TRIAD have been received and distribution has commenced.
- Café contract was awarded to Chef Joyce Michaud.
- Despite the snow storms we had an attendance of approximately 13 people for the reminisce group this month and 8 showed up for Bingo.
- COA will be hosting EOE Board Training with Emmett Schmarsow at the Community Center on Tuesday, April 23rd; registration starting at 8:45 am. Training from 9:15 am – 11:45 am. Please sign up at with the Receptionist if interested in attending.
- Met with Mashpee Activities Coordinator; we have collaborated and shared program/activities ideas (actually the COA had more ideas to share with Mashpee, than Mashpee with Bourne) we will continue to work together with other COA's to generate a SHARE Program.
-
-

Other News—Upcoming Events: The COA will be meeting on the Health & Wellness Fair Friday, April 19th at 11 am. COA Advisory Board Chair and Friends Chairperson or their designees are encouraged to attend.

REMINDER Online Conflict of Interest Training for Town employees and COA Advisory Board are due April 5, 2013.

Director was appointed to the LEPC (Local Emergency Planning Committee) and subcommittee on Public Education for Emergency Preparedness.

TOWN OF BOURNE

Board, Committee, or Commission: **BOURNE COUNCIL ON AGING**

2013 MAR 18 PM 12 28

TOWN CLERK'S OFFICE
BOURNE, MASS

Schedule of Regular Meetings

<u>Date</u>	<u>Time</u>	<u>Place</u>
March 21, 2013	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 Special Meeting (include date, time and place)

Notice of Cancellation of Meeting (Specify meeting being cancelled.)

Signed: Estelle Blake

Estelle Blake

Title: Chair, Bourne Council on Aging

Date: March 18, 2013

cc: Town Clerk

2013 APR 31 PM 12 38

TOWN OF BOURNE
COUNCIL ON AGING BOARD OF DIRECTORS
BOURNE VETERANS COMMUNITY CENTER/SENIOR CENTER
MINUTES OF MARCH 21, 2013

MEMBERS PRESENT: Estelle Blake, Kathleen Donovan, Mary Fuller, Monica Layton, Linda Masson, Better Songer, Dorothy Wilcox, Lorraine Young.

MEMBERS EXCUSED: Marge McClung, Valerie Gudas, and Donald Morrissey.

OTHERS PRESENT: Felice Monteiro, Lois Carr, Debora Oliviere-Llanes, Diane Bergerson, Marian Carpentino, Janis Guiney, Carol MacDonald, Nancy Manley, Richard Menkello, Patricia Morley, Ann Marie Riley, Karen Ross, Linda Silveira.

Meeting was called order at 1 p. m.

MINUTES: Upon a motion duly made by Bette Songer and seconded by Monica Layton the minutes of February 21, 2013 were unanimously approved the following corrections: Blizzard date should have been February 8, 2013 and the week of February 11, 2013.

OUTREACH REPORT - Highlights

- Emergency Outreach/shelter list for the COA is growing
- Intergenerational Memory Share Program will be on April 11 from 9-10 a. m.
- Salvation Army Good Neighbor Fund and Citizens Oil programs are both closed.
- Grandparents as Parents has a new evening group with guest speaker Sgt. Brandon Esip presenting safe use of computer and other electronic devices.
- See attached report

BRIDGING THE YEARS - Highlights

- Fourteen services days this month due closing down program for a week because of storm.
- Long time senior aide Anne Dann is retiring at the end of the month but will volunteer on Fridays
- See attached

DIRECTOR'S REPORT-Highlights

- **We received 25 refurbished cell phones from TRIAD to distribute to the seniors in need**
- **Café contract was awarded to Chef Joyce Michaud**
- **We will be hosting the EOE Board Training on Tuesday, April 23**
- **See attached report**

Other Business:

Health and Wellness Fair meeting will be held on April 19 @ 11 a.m. the Director would like to extend an invite to the Friends. Also, thanks to Monica Layton for attending the last meeting.

The Director was appointed to the Local Emergency Planning Committee and subcommittee on Public Education for Emergency Preparedness.

Upon a motion duly made by Kay Donovan and seconded by Lorraine Young the meeting adjourned at 1:28 p. m.

Respectfully Submitted,

**Cheryl Gomes
Administrative Assistant**

**TOWN OF BOURNE
COUNCIL ON AGING**

TO: COA Advisory Board
FROM: Felice Monteiro, Director
DATE: April 19, 2013

MARCH 2013 REPORT

MEETINGS/CONFERENCES ATTENDED

- COA Adv. Brd. Mtg.
- Health & Wellness Fair Mtg.
- Human Services mtg.
- Men's Breakfast
- Health & Wellness mtg.
- Finance comm. mtg.
- Workplace violence training
- Emergency preparedness
- Pet care Center –Cape Cod
- Falmouth COA

ACCOMPLISHMENTS

- January & February: Activity/program reporting we served 368 elders .
- Awarded grant from Cape Consortium (proposed use golf program for elders including widows/widowers) Falcon Golf Air Station.
- Determined with BTY meal preference by the supportive day clients through a survey—survey was advantageous in determining mini lunches for some.
- Health & Wellness Fair coming along great we have 21 confirmed vendors with displays, we've received donations from stop n' shop, market basket, Shaws's, Grey Gables Market. Invitations have been finalized and are ready to mail. Tote bags came in as well as the banners.
- Other News—Upcoming Events: The COA will be meeting on the Health & Wellness Fair Friday, Monday, April 22nd, @ 11 am.
- Afternoon Tea is an amazing success, we currently have 31 people signed up-Friday, April 19th 1:30pm
- R reminisce group had approximately 15 people in attendance.

REMINDER - I wish all to attend the COA Board Training with Emmett Schmarsow on April 23rd.

Director was appointed as a COA member to the Bourne Human Services Committee.



Date: April 16, 2013
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:

Total Clients that participated in the Program	25
Participants Returning from Previous Month	19
New Participants	0
Participants returning from Extended Leave	2
Participants on Medical/Extended Leave	1
Participants who were discharged	1
Participants who were Trials (No Charge for day)	2

There were*20 Service Days with a total attendance of 166 service days charged and 2 trial days.

Scheduled attendance was as follows:

- 5 days per week attendees: 0
- 4 days per week attendees: 1
- 3 days per week attendees: 7
- 2 days per week attendees: 10
- 1 day per week attendees: 2

**Daily attendance varies due to illness and weather conditions we had snow day on 3/8.*

Meetings/Events:

- 3/6 LBGT Aging Project informational meeting held at the Orleans COA
- 3/12 Clients attended the Singing Trooper St. Patrick's Day Celebration
- 3/14 New Client Intake meeting
- 3/14 Met with Susan Fernald from *Home Instead* will be hosting a Workshop in May for staff and caregivers.
Topic: *Redirecting Behaviors of AD and dementia.*
- 3/15 Health and Wellness Fair meeting
- 3/15 Met with Pat Morely and Jean Hills to update the website, we added a link to the Photo Show and posted it to both FBCOA and BCOA Facebook pages.
- 3/20 Met with Liz Raab and Kristin White of Elder Services of CC & I
- 3/21 BOD Meeting
- 3/22 I attended the Hope Dementia Spring Conference in Hyannis with Guest speaker Dr. Alejandro Mendoza from Jordon Hospital, Geriatric Psychiatric Unit.
- 3/27 Newsletter meeting

I also updated the brochures to better reflect client eligibility and the assessment process.

Respectfully submitted,

Debora Oliviere-Llanes
Program Director

To: Bourne COA Board Members

From: Kari Leighton, Outreach Worker

March 2013 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.

We have mailed letters out to vendors for our Health Fair on May 17th and are in the process of receiving responses back for who can attend.

Volunteer Coordinator- This past month I met with two volunteers and I have one starting in Bridging the Years. Her husband had been in the program and she is excited to be able to give back.

Thank you to those who signed up to volunteer at the Health Fair. If anyone else is interested please contact me anytime.

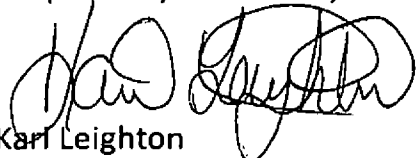
Knox Box- We have had a lot of inquiries lately for Knox Boxes. I did 3 Knox Boxes this month with the Fire Department.

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 is slowing down. I only did four applications this month. However, we are getting a lot of calls from people who have shut off notices for both their electric and gas.

Other- This month I attended a training with the Latham School on Pet Trusts. I also attended the Hope Hospice Spring conference and the monthly outreach meeting.

Respectfully submitted,



Kari Leighton
Outreach Worker

To: COA Board Members
From: Lois Carr, Outreach Coordinator

April 2013 Report

Outreach- I attended the monthly meeting of Cape Outreach Coordinators and the speaker was from WE CAN, a legal advocacy group for women. They are located in Harwich, but do have a few programs on the Upper Cape.

I continue to work on the new emergency outreach\shelter list for the COA and emergency personnel. This list includes both seniors and disabled residents.

Kari and I have contacted agencies to participate in the health fair and I have been sending confirmations to participating groups.

Elders At Risk – I attended “Getting Unburied from Treasures” a program on hoarding sponsored by the Cape Cod Hoarding Task Force. There was information on resources, therapies and support groups .

Grandparents as Parents- Upcoming programs include a presentation on Big Brothers/Big Sisters on April 22 and Your Preteen and Puberty on May 9 with Julie Sachetti , a certified parent educator.

Intergenerational- The Intergenerational Memory Share Program was held on April 11 with 14 seniors and 37 students participating. The follow up meeting is May 22.

* Fuel Assistance –6 new applications were taken this past month. We have taken a total of 98 new applications since October. The program ends April 30, The Salvation Army Good Neighbor Fund and Citizens Oil programs are both closed.

Knox Boxes- One was returned and three were installed this past month and there are currently no names on the waiting list. Recertification letters continue to be mailed out to recipients.

Human Services- The Human Services Committee is in the process of updating its’ “Bridge to Human Services” resource guide.

Other- I attended meetings for the COA Health Fair, Food Pantry Advisory Committee, Challenging Behaviour and Dementia.

Respectfully submitted

Lois Carr

*Work shop on
hoarding collecting
4/17*

TOWN OF BOURNE

Board, Committee, or Commission: BOURNE COUNCIL ON AGING 2013 APR 16 PM 12 37

Schedule of Regular Meetings

TOWN CLERK'S OFFICE
BOURNE, MASS

<u>Date</u>	<u>Time</u>	<u>Place</u>
April 18, 2013	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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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
 - d. Nominating Committee for election of Officers
3. Emerging Issues to be put on next month's Agenda
4. Public Input

Notice of Special Meeting (include date, time and place)

Notice of Cancellation of Meeting (Specify meeting being cancelled.)

Signed: Estelle Blake as

Estelle Blake

Title: Chair, Bourne Council on Aging

Date: April 16, 2013

cc: Town Clerk

TOWN OF BOURNE

Board, Committee, or Commission: **BOURNE COUNCIL ON AGING**

2013 MAY 14 AM 11 41

TOWN CLERK'S OFFICE
BOURNE, MASS

Schedule of Regular Meetings

<u>Date</u>	<u>Time</u>	<u>Place</u>
May 16, 2013	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:

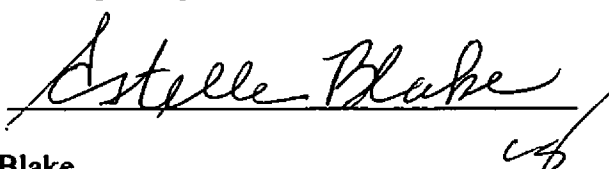
1. Identify the total needs of the community's elderly population.
2. Educate the community and enlist support participation of all citizens concerning these needs.
3. Design, promote and implement services to fill these needs and coordinate present existing services in the community.
4. Promote and 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
 - d. Ratify Policies and Procedures
3. Emerging Issues to be put on next month's Agenda
4. Public Input

Notice of Special Meeting (May 16, 2013, 12 noon in COA conference room)
Discussion of Goals and Objectives for next year.

Notice of Cancellation of Meeting (Specify meeting being cancelled.)

Signed: 

Estelle Blake

Title: Chair, Bourne Council on Aging

Date: May 14, 2013

cc: Town Clerk

**TOWN OF BOURNE
COUNCIL ON AGING BOARD OF DIRECTORS
BOURNE VETERANS MEMORIAL COMMUNITY/SENIOR
REGULAR MEETING OF MAY 16, 2013**

2013 NOV 22 AM 11:20
TOWN CLERK'S OFFICE

MEMBERS PRESENT: Estelle Blake, Kathleen Donovan, Lorraine Young, Mary Fuller, Dot Wilcox, Better Songer, Monica Layton, Linda Masson, Marge McClung, Valerie Gudas.

MEMBERS EXCUSED: Linda Masson, Donald Morrissey.

OTHERS PRESENT: Marian Carpentino, H. Arnold Carr, Lisa Laine, Carol MacDonald, Nancy Manley, Richard Menkello, Patricia Morley, Ann Marie Riley, Karen Ross, Linda Silveira, Felicita Monteiro, Lois Carr, Debora Oliviere-Llanes.

Meeting was called to order at 1:05.

MINUTES:

Upon a motion duly made by Bette Songer and seconded by Valerie Gudas the minutes of April 18, 2013 were accepted as written.

OUTREACH REPORT- Highlights (Lois Carr)

- Ten seniors are interested in the GOOD GOLF program
- Report attached

BRIDGING THE YEARS-Highlights (Debora Oliviere-Llanes)

- Three new participants to the program
- The return of the UCCR Cosmetology students performing Salon Services for the clients.
- Preschoolers from the library ages 4-5 returned for the intergenerational program which will run for 8 weeks.
- Report attached

DIRECTOR'S REPORT-Highlights (Felice Monteiro)

- Afternoon tea was a success, thirty-two sign-ups and 28 attended.
- Evening Yoga is going well. The staff finds it relaxing
- Board training sponsored by EOEI was well attended
- Report attached

Next month's meeting will be held at the Mezza Luna for election of officers.

Upon a motion duly made by Donald Morrissey and seconded by Lorraine Young the meeting adjourned at 1:40 p. m.

Respectfully submitted,

**Cheryl J. Gomes
Administrative Secretary**

To: COA Board Members
From: Lois Carr, Outreach Coordinator

May 2013 Report

Outreach- I attended the monthly meeting of Cape Outreach Coordinators where case studies were discussed with representatives from Gosnold and DMH. We have received numerous new referrals lately for frail seniors in our community.

Elders At Risk – I am working with the VNA and Elder Services on a few at risk cases .

Grandparents as Parents- Support group meetings on May 14 from 6-7:30 and May 20 from 10-11:30.

Intergenerational- The Intergenerational Memory Share follow up meeting is May 22. At this time the students will read the bio of their senior.

Fuel Assistance – We took a total of 100 new applications this year, 37 seniors and 63 non seniors.

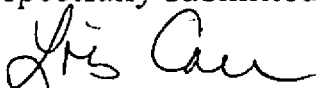
Knox Boxes- One was returned and one was installed this past month and there are currently no names on the waiting list.

Human Services- The Human Services Committee is in the process of updating its' "Bridge to Human Services" resource guide.

Good Golf- Ten seniors are interested in the program. I met with George Clauson from the Falcon Golf Course located on the Massachusetts Military Reservation to finalize the program guidelines. We received a grant from the Cape Consortium to subsidize green fees.

Other- I attended meetings for the COA Health and Wellness Fair, CPR Training, St John's 55 and over.

Respectfully submitted



To: Bourne COA Board Members

From: Kari Leighton, Outreach Worker

April 2013 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.

We have been working on the Health and Wellness Fair and have 37 vendors coming. We have several agencies that will be doing a variety of screenings.

Volunteer Coordinator- This past month I met with five volunteers, one of which has been CORI checked and trained and is volunteering in the office. The others have not committed so far.

Yesterday, I had four volunteers help stuff 165 bags for the fair which was a very big help. I have also had 17 volunteers sign up to help on Friday. Thank you all for your help and support and we look forward to a successful health fair.

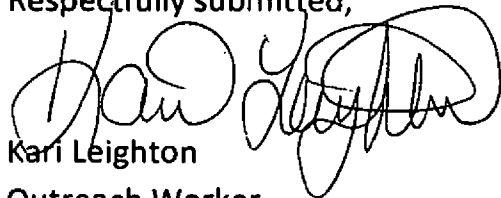
Knox Box- This month I did 1 Knox Box with the Fire Department.

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 has ended for the season. However, we are getting a lot of calls from people who have shut off notices for both their electric and gas.

Other- This month I attended the Outreach meeting and completed CPR and First Aid certification.

Respectfully submitted,


Kari Leighton
Outreach Worker



Date: May 13, 2013
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:

Total Clients that participated in the Program	25
Participants Returning from Previous Month	20
New Participants	3
Participants returning from Extended Leave	1
Participants on Medical/Extended Leave	1
Participants who were discharged	1
Participants who were Trials (No Charge for day)	1

There were **21** Service Days with a total attendance of **176** service days charged and **1** trial day.

Scheduled attendance was as follows:

- 5 days per week attendees: 0
 - 4 days per week attendees: 1
 - 3 days per week attendees: 8
 - 2 days per week attendees: 13
 - 1 day per week attendees: 3
- *Daily attendance varies due to illness.*

7 Inquires to the program were made in the month of April

Meetings/Events:

- 4/1 The return of the Upper Cape Cod Cosmetology students to perform Salon Services for the clients.
- 4/3 Intake Meeting with new client and family
- 4/10 The group was treated to Presentation on "Venice".
- 4/16 We attended the "Reminisce on the Hoxie School"
- 4/18 I attended the Board of Directors Meeting
- 4/22 Health and Wellness Fair Meeting
- 4/23 Preschoolers from the library returned for the spring session of our intergenerational program.
This program will run for 8 weeks.
- 4/29 Newsletter Meeting

Respectfully submitted,

Debora Oliviere-Llanes
Program Director

**TOWN OF BOURNE
COUNCIL ON AGING**

TO: COA Advisory Board
FROM: Felice Monteiro, Director
DATE: April 19, 2013

APRIL 2013 REPORT

MEETINGS/CONFERENCES ATTENDED

- COA Adv. Brd. Mtg.
- Health & Wellness Fair Mtg.
- Human Services mtg.
- Men's Breakfast
- LEPC Committee
- NETWORK Activities mtg.
- Tufts Healthcare
- EOE Board Training
- Dept. Head Mtg.
- Newsletter staff mtg.
- CPR
- COAST mtg.

ACCOMPLISHMENTS

- Activity/program reporting we served 9 unduplicated and 633 duplicated for a total of 642 elders.
- Health Fair prep has been finalized. Ready for the Fair.
- COA staff attended and received their CPR certification.
- "High Tea" was a success we had 32 sign-ups and 28 who attended. Ladies were very pleased and expectations for the next Tea were high. We will possibly do this again in the Fall.
- The reminisce group was also well attended, speaker dressed in era attire which all were fascinated to see (15 attended).
- Evening Yoga is exhilarating. Staff finds it relaxing. Perfect at the end of your day.
- The Board training sponsored by EOE was well attended, we had 29 attendees.

- **Other News—Upcoming Events:** Volunteer Recognition Breakfast will take place on Friday, June 21st from 9:30-11:30 a.m. in the Community Café. The Café is managing we do have adjustments and tweaking to make.

For further information, contact:

William McCann
7 Little Bay Lane
Buzzards Bay, MA 02532
(774) 454-2561

For Immediate Release

Bourne Emergency Readiness Forum

Bourne, MA 5/9/13

The Bourne-Wareham Kiwanis Club is hosting a Bourne Emergency Readiness Forum at 6pm on Thursday, May 30th, at the Bourne Veteran's Memorial Community Center, 239 Main Street, Buzzards Bay. Panelists will include Bourne's: Fire Chief, Martin Greene, Supt. of Schools, Steven Lamarche, and Director of Emergency Management, Charles Noyes. Barnstable County Regional Emergency Planning Committee member, Sean O'Brien, and a representative from the Cape & Islands Red Cross, will also be on the panel.

Each panelist will provide a brief overview of what their department or organization is doing to prepare for emergencies in our area. Information and tips regarding what citizens should do at home to prepare themselves for emergencies will also be provided. The forum is open to the public, and all are welcome to attend.

About Kiwanis:

Kiwanis International is a global organization of members of every age who are dedicated to changing the world, one child and one community at a time.

2013 NOV 22 AM 11:30

**TOWN OF BOURNE
COUNCIL ON AGING BOARD OF DIRECTORS
BOURNE VETERANS MEMORIAL COMMUNITY/SENIOR
TOWN CLERK'S OFFICE MINUTES OF MAY 16, 2013
BOURNE, MASS**

MEMBERS PRESENT: Estelle Blake, Kathleen Donovan, Lorraine Young, Mary Fuller, Dot Wilcox, Bette Songer, Monica Layton, Linda Masson, Marge McClung, Valerie Gudas.

MEMBERS EXCUSED: Donald Morrissey

OTHERS PRESENT: Felice Monteiro

Meeting was called to order at 12 noon.

GOALS AND OBJECTIVES:

The Board and the Director discussed what direction they will take working toward a common goal for the seniors.

- Meet together as needed
- Clerical position
- Data entry
- Help from Board Members because of shortage of volunteers.

Felice updated the Board on the My Senior Center Program, the increase in the Formula Grant from \$7 to \$8 per senior for fiscal 2014 which will allow us to obtain a part-time van driver.

Also, the Board would like to invite Charles Noyes director of the Town's Emergency Management to update the Board on the policies and procedure with regards to the seniors during major storms.

Meeting adjourned at 1 p. m.

Respectfully submitted

**Cheryl J. Gomes
Administrative Secretary**

BOURNE COUNCIL ON AGING

GOALS AND OBJECTIVES FOR 2013-2014

1. **GOAL:** To increase evening programs for the benefit of the baby boomer generation (60 plus)

Status: we have initiated this program and attendance is ongoing.

Objective: Generate new programs and activities of interest for the working senior who is unable to otherwise attend during regular daily schedule.

2. **GOAL:** To decrease Café Public lunches to once per month.

Status: This will go into effect October 1, 2013

Objective: Continue to provide a nutritious lunch to the public on a monthly basis and provide To Go lunches twice a week as well as Wednesday meal site and Supportive Day.

3. **Goal:** To purchase the "My SeniorCenter" statistical attendance program through the Town.

Status: This program is slated to be purchased in FY14

Objective: The inclusion of this program will allow for better and accurate reporting; it will increase time management and on time reporting of the Annual Report.

4. **Goal:** To provide outreach presentations to the seniors in our community.

Status: Many elders are unable to attend senior center programs or special workshops important to their well-being.

Objective: Provide useful and important information to elders on aging related programs; increase their quality of life.

5. **Goal:** To enhance social programming

Status: We have proven that this is an essential need, through reminisce, afternoon teas and bingo programs.

Objective: There is a need for socialization, musical entertainment has proven to be therapeutic; and it is known to cause the increase of endorphins which produces calming effects to mind, body and soul.

6. **Goal:** Work with RTA to improve public transportation to the housing sites.

Status: Some elders are not able to get to the market, person shopping or pharmacy when the need arises.

Objective: A fixed route will benefit the elders and improve their quality of life. It will give them independence.

7. **Goal:** To seek grant funding for Community Cafe

Status: Funding would defray some of the costs of this program which is running in the red.

Objective: With other financial support, this program may sustain itself and eliminate cuts which would be eminent. This program provides socialization and is therapeutic to our seniors. Funding for the Café will reinstate lunches to a weekly basis.

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 19, 2013	1:00 P.M.	Bourne Veterans Memorial Community Center/Sr. Center 239 Main St. Buzzards Bay, MA 02532

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- Estelle Blake
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. BTY- Debora Oliviere-Llanes will be presenting a slide show made by cable access for the Supportive Day program.
4. Goals and Objectives.

Notice of Special Meeting (include date, time and place)

Notice of Cancellation of Meeting (Specify meeting being cancelled.)

TOWN CLERK'S OFFICE
2013 SEP 19 11:07 AM
Signed: Estelle Blake
T. S.

Estelle Blake
Title: Chair, Bourne Council on Aging
Date: September 19, 2013

cc: Town Clerk

**TOWN OF BOURNE
COUNCIL ON AGING BOARD OF DIRECTORS**

2013 NOV 22 AM 11:20
**BOURNE VETERANS MEMORIAL COMMUNITY/SENIOR
MINUTES OF SEPTEMBER 19, 2013**

TOWN CLERK'S OFFICE

BOURNE, MASS

MEMBERS PRESENT: Estelle Blake, Kathleen Donovan, Betty Songer, Valerie Gudas, Mary Fuller, Monica Layton, Linda Masson, Dorothy Wilcox, Lorraine Young

MEMBERS EXCUSED: Donald Morrissey, Marjorie McClung

OTHERS PRESENT: Felice Monteiro, Lois Carr, Debora Oliviere-Llanes

Meeting called to order at 1:00 pm by Estelle Blake.

MINUTES: Upon a motion duly made by Lorraine Young and seconded by Monica Layton the minutes of June 20, 2013 were accepted as written.

OUTREACH REPORT - Highlights (Lois Carr)

- November Training for new clients
- The Bridge to Human Services book was updated - funding came from the town
- Emergency Shelter list – updating is on-going.

BRIDGING THE YEARS – Highlights (Deb Oliviere-Llanes)

- Took in four (4) new clients this summer
- Celebrated the 9th Anniversary
- Raised lunch cost to \$5 which has remained the same since 2007 (June)
- Deb accepted into a UMass gerontology program and began classes in Sept. BTY Open House will be held in October. Back in June she spoke with Mr. Richard Anderson, Bourne TV, who sent a producer to BTY office to film a 5-minute documentary of the program. Looking to do another documentary including a business overview and a clients/caregiver perspective. DVD presentation of what was aired (July & August)

DIRECTOR'S REPORT – Highlights (Felice Monteiro)

JUNE

- COA Administrative Assistant going on medical leave for most of the summer, leaving the office short staffed. Volunteer Recognition Day was a success and thanked the Advisory Board, the staff and volunteers. Busy with the end of fiscal year and the beginning of new one. Congratulations to Estelle and Bette Songer as they continue their roles as Chairman and Vice Chairman respectively.
- Continue to be short staffed. The café is the only program that is running short. After increasing the costs by one dollar, the program was still losing money. The chef was deserving of the increase requested in her contract which was supported by her and the town. The last resort was to cut back Monday lunches from weekly to monthly. At the time of this report, there would be monthly themed luncheons while maintaining To Go lunches twice a week and the BTY weekly Wednesday program. **As of today, TA Guerino informed Ms. Monteiro the

town will fund the lunch program at least through the end of the current fiscal year. This will need approval at Special Town Meeting on 10/21/13. She is asking for everyone's support by coming to the meeting.

JULY

- Local trips for seniors went well and she chaperoned the Lobster Roll cruise.
- Seniors can now e-file their tax returns. The town will assist seniors with a modem to plug in and disconnect when they leave. This is a secure program.
- Working with Mr. Richard Anderson, Bourne TV on a daily program on the COA programs and activities including BTY. Cost would be a concern and is asking for assistance from the Friends for that cost and for a TV.
- Administrative assistant is recovering and will be back on 9/27/13.

AUGUST

- End of Year Report showed returning and new constituents. 2,000 calls came into Reception.
- Magic and Ice Cream Show was well attended.
- Breakfast with Bill Keating didn't have as many seniors as expected, but the elders who attended spoke with Congressman Keating one-on-one. Most seniors expressed concerns about the rates on Flood Insurance and re-zoning Maps. Congressman Keating is willing to come back on a Friday if any seniors were interested in more in-depth discussions. At the end of June, an elderly female was inquiring if the Senior Center had a Bridge program. Ms. Monteiro explained this female turned out to be Congressman Keating's mother-in-law who told the Congressman of the warm reception of Ms. Monteiro and her visit at the COA. Congressman's wife will bring her mother back to the COA. Ms. Monteiro's philosophy is to treat people with care and respect. Ms. Monteiro completed her first year as the COA Director.

DISCUSSION

Carol MacDonald stated the Trustees need to be on board with the installation of the TV ad as they haven't been in the past. Ms. Monteiro will go before the Trustees for support.

DIRECTOR'S RULES AND OBJECTIVES

Seven goals to implement throughout the year, some of which have already taken place.

- Increase evening programs, including more of the Community. The evening Yoga classes have been a great bonding experience for her and her staff. There will be an evening Computer program.
- Café increase
- My Senior Center. The first training is set up for 10/18/13

- Outreach Presentations which would include Bourne Oaks and other sites to inform seniors of the programs and services. Transportation is being targeted.
- The RTA – making improvement in the use of public transportation
- Seek funding for Community Café. This will be on-going

DISCUSSION

Lorraine Young suggested Pickle Ball under Survey for programs and entertainment. Ms. Monteiro said this would have to be in the gym for space. Embroidery kits was also suggested with completed work possibly demonstrated at the Barnstable County Fair. Ms. Monteiro suggested partnering with the Embroidery Class due to space.

Upon a motion duly made by Lorraine Young and seconded by Valerie Gudas, the meeting adjourned at 1:40 pm.

Respectfully submitted,
Lisa Groezinger – sec.

TOWN OF BOURNE

Board, Committee, or Commission: **BOURNE COUNCIL ON AGING**

2013 OCT 15 PM 12 15

TOWN CLERK'S OFFICE
BOURNE, MASS

Schedule of Regular Meetings

<u>Date</u>	<u>Time</u>	<u>Place</u>
October 17, 2013	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 (Ratify minutes of May 16, 2013 and September 19, 2013)
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
 - d. Specification for digital signage
3. Emerging Issues to be put on next month's Agenda
4. Public Input

Notice of Special Meeting (include date, time and place)

Notice of Cancellation of Meeting (Specify meeting being cancelled.)

Signed: *Estelle Blake* cg

Estelle Blake
Title: Chair, Bourne Council on Aging
Date: October 15, 2013

cc: Town Clerk

2013 NOV 22 11:00 AM
TOWN OF BOURNE
BOURNE VETERANS MEMORIAL COMMUNITY SENIOR CENTER
COUNCIL ON AGING BOARD OF DIRECTORS
MINUTES OF OCTOBER 17, 2013
OFFICE

MEMBERS PRESENT: Estelle Blake, Kathleen Donovan, Bette Songer, Mary Fuller, Monica Layton, Linda Masson, Dorothy Wilcox, Lorraine Young and Donald Morrissey, Marge McClung.

MEMBERS EXCUSED: Valerie Gudas

OTHERS PRESENT: Felice Monteiro, Lois Carr, Debora Oliviere-Lanes, Arnold Carr, Carol MacDonald, Linda Silveira, Diane Bergeron, Nancy Manley.

Meeting called to order at 1 p. m.

MINUTES:

Upon a motion duly made by Bette Songer and seconded by Mary Fuller to approve the minutes of May 16, 2013 as written.

(Discussion ref. pickle ball/embroidery kits at the 9/19/13) mtg.)

Upon a motion duly made by Lorraine Young and seconded by Monica Layton to approve the minutes of September 19, 2013 as written.

Upon a motion duly made by Bette Songer and seconded by Kay Donovan to approve the minutes of May 16, 2013 @ noon and January 17, 2013 @ noon as written.

OUTREACH REPORT - Highlights (Lois Carr)

- Intergenerational program with the Bourne Middle School and Bourne Women's Club to develop an after school program
- Good Golf program ended September 30, eighteen seniors participated.
- See attached report

BRIDGING THE YEARS - Highlights (Debora Oliviere-Lanes)

- Open House coming up next week (October 23, 2013), good timing because numbers are down
- Replacement of Anna Dann from Elder Services, her name is Joanne Connolly. Joanne is a perfect fit for the program.

- **BTY attended the "Jimmy Buffett" themed end of summer cook-out**
- **See attached report**

DIRECTOR'S REPORT - Highlights (Felice Monteiro)

- **Felice asked if the Board members could please clean out their binders as they are getting to heavy to lift.**
- **COA has a shortage of drivers for the Seniors**
- **The Tufts Plan healthy eating workshop was well attended**
- **Charles Noyes the building trustee OK'd the TV Digital Signage**
- **See attached report**

Upon a motion duly made by Bette Songer and seconded by Lorraine Young the meeting adjourned at 1:30 p. m.

Respectfully submitted,

**Cheryl J. Gomes
Administrative Assistant**

To: COA Board Members
From: Lois Carr, Outreach Coordinator

September 2013 Report

Outreach- Elders continue to call in to have their names added to the Emergency Outreach/Shelter list. I made arrangements for Felice and I to meet with residents of Continental Apartments in Buzzards Bay to discuss transportation needs. The meeting is scheduled for October 17 and Julie Quintero-Schulz from RTA will also attend.

Elders At Risk – I continue to work with the VNA and Elder Services on a few at risk cases. The Cape Consortium for At Risk Older Adults has received a renewal of their grant from the Suicide Prevention Program of the Massachusetts Department of Public Health. These funds are used for COA Transition Workshops, Home Based Intervention/Prevention Visits, Professional Education and Training and the Senior Outreach Program sponsored by the Samaritans of Cape Cod.

Grandparents as Parents- I have been working on obtaining speakers and programs for both the evening and day support groups. The Title III grant from Elder Services of Cape Cod and the Islands has been renewed for another year. These funds (\$2,120) are for programs for grandparents who are raising their grandchildren. The grant runs from October 1 to September 30.

Intergenerational- I have been working with Ann Marie Strode, a Learning Coach at the Bourne Middle School and the Bourne Women's Club to develop an after school program which would bring the generations together by craft making or skill sharing.

Knox Boxes- One was returned and one installed this past month and there are currently no names on the waiting list.

Human Services- "Bridge to Human Services" resource guide has been revised and copies are now available at the Community Building, Library, Town Hall and Food Pantry. Copies have also been distributed to the schools, police and fire departments. The next Human Services Committee meeting is October 22.

Good Golf- The program ended September 30. Eighteen seniors participated with an average of 7-10 per week. We received a grant from the Cape Consortium to subsidize greens fees.

Fuel Assistance- Appointments for new applications are scheduled for Mondays and Wednesdays, 2-4 starting October 7. The Massachusetts Low Income Home Energy Assistance Program (LIHEAP) starts November 1. We have been assisting seniors with recertification applications.

Other- I attended a meeting for the Cape Cod Hoarding Task Force and the Food Pantry Oversight Committee.

Respectfully submitted



To: Bourne COA Board Members

From: Kari Leighton, Outreach Worker

September 2013 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 five new volunteers come in and fill out paperwork and five that began their volunteer positions. However, since that time one has run into medical issues and has been unable to come in and a husband and wife that were a package deal and the wife has returned to work. The level of commitment from volunteers does not seem to be what it used to be.

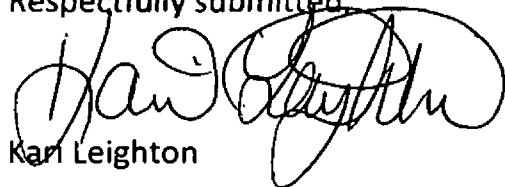
Knox Box- This month I did not do any Knox Boxes.

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 18th. The program does not begin until November 1st but we started taking applications at the beginning of October. I have been busy helping people with re-certifications as well.

Other- I helped Diane Bergeron with the tax work off meeting and have been working on processing the CORIs. To date, I have processed more than 65 CORIs.

Respectfully submitted,



Kari Leighton

Outreach Worker



Date: October 13, 2013
To: Bourne Council on Aging Board of Directors
From: Debora Oliviere-Llanes, Program Director
Re: Bridging the Years Monthly Report 2013

Attendance for the Month of: September 2013

Total Clients that participated in the program	25	
Participants returning from the previous month	21	
New Participants	0	
Participants returning from extended leave	2	
Participants on medical/extended leave	1	
Participants who were discharged	1	
Participants who were trials (no charge)	0	

There were 20 Service Days with a total attendance of 163 service days charged and 0 trial day(s).

Scheduled attendance was as follows:

- 5 days per week attendees: 0
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- 3 days per week attendees: 9
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**Low attendance due to 3 clients being out on Extended/Medical leave and two clients were out on two week vacations each.*

6 Inquires to the program were made in the month of September.

Meetings/Events:

I hired a Program Aide from the Elder Services Mature Workers program to finally replace Anna Dann. Her name is Joanne Connolly – she has background in working with both seniors at JML and special needs children. She has her Activity Professional certification from NAAP/NCCAP and is *ServSafe* Certified. Joanne is a perfect fit for the program.

BTY attended the “Jimmy Buffett” themed end of the summer cookout and enjoyed it very much.

The return of our Intergenerational programs with the Preschoolers from library and the Upper Cape Cod Cosmetology students.

I started two classes at UMass Boston in pursuant to the Frank Manning Gerontology certificate.

Respectively Submitted,
Debora Oliviere-Llanes
Program Director

**TOWN OF BOURNE
COUNCIL ON AGING**

TO: COA Advisory Board
FROM: Felice Monteiro, Director
DATE: October 16, 2013

September 2013 REPORT

HOT SPOTS

- Shortage of Drivers

MEETINGS/CONFERENCES ATTENDED

- Tax Work off sign
- Chamber
- Bourne Oaks Elder Housing
- COA Brd. Committee-Goals&Objectives
- Human Services
- Selectmen's Mtg.
- Hoarding
- COA Advisory Board
- Elder Services of CC&I
- COAST

ACCOMPLISHMENTS

- Healthy Eating one on one was a success 28 people attended Gina Kupski, Tufts and Nancy Oliveira a registered dietitian at the Nutrition clinic at Brigham and Women's Faulkner Hospital was wonderful, the senior enjoyed her presentation. Nutritious snacks were provided.
- Sign up for the Tax Work off program was well attended. Hopefully, we'll get a few drivers.

OTHER NEWS- Met with Dick Anderson from Cable TV. Because he is not a Town employee there will be a conflict by working on my request of putting together a slide show of COA programs/activities. We did go onto Tighrope Media Systems website and found a Digital Signage capable of one station. The cost: \$3,000 plus installation, it is windows based, with a player/server, the cost of the TV is separate. I'm assuming an approximate cost of \$5,000.

TOWN OF BOURNE
BOURNE VETERANS MEMORIAL COMMUNITY/SENIOR CENTER
COUNCIL ON AGING BOARD OF DIRECTORS
MINUTES OF OCTOBER 17, 2013

2013 OCT 18 PM 3:40
TOWN CLERK'S OFFICE
BOURNE, MASS

MEMBERS PRESENT: Estelle Blake, Kathleen Donovan, Bette Songer, Mary Fuller, Monica Layton, Linda Masson, Dorothy Wilcox, Lorraine Young and Donald Morrissey, Marge McClung.

MEMBERS EXCUSED: Valerie Gudas

OTHERS PRESENT: Felice Monteiro, Lois Carr, Debora Oliviere-Lanes, Arnold Carr, Carol MacDonald, Linda Silveira, Diane Bergeron, Nancy Manley.

Meeting called to order at 1 p. m.

MINUTES:

Upon a motion duly made by Bette Songer and seconded by Mary Fuller to approve the minutes of May 16, 2013 as written.

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- **See attached report**

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- **COA has a shortage of drivers for the Seniors**
- **The Tufts Plan healthy eating workshop was well attended**
- **Charles Noyes the building trustee OK’d the TV Digital Signage**
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Administrative Assistant**

To: COA Board Members
From: Lois Carr, Outreach Coordinator

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To: Bourne COA Board Members

From: Kari Leighton, Outreach Worker

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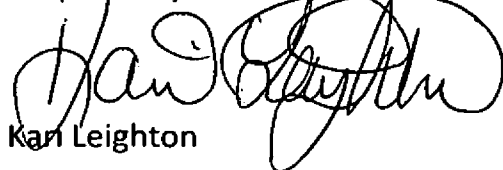
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Kari Leighton

Outreach Worker



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From: Debora Oliviere-Llanes, Program Director
Re: Bridging the Years Monthly Report 2013

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Debora Oliviere-Llanes
Program Director

**TOWN OF BOURNE
COUNCIL ON AGING**

TO: COA Advisory Board
FROM: Felice Monteiro, Director
DATE: October 16, 2013

September 2013 REPORT

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TOWN OF BOURNE

Board, Committee, or Commission: **BOURNE COUNCIL ON AGING** NOV 19 PM 12 29

Schedule of Regular Meetings

TOWN CLERK'S OFFICE
BOURNE, MASS

<u>Date</u>	<u>Time</u>	<u>Place</u>
November 21, 2013	1:00 P.M.	Bourne Veterans Memorial Community Center/ Senior Center

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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*

Estelle Blake

Title: Chair, Bourne Council on Aging

cc: Town Clerk

Date: November 18, 2013

TOWN OF BOURNE

Board, Committee, or Commission: **BOURNE COUNCIL ON AGING**

Schedule of Regular Meetings

<u>Date</u>	<u>Time</u>	<u>Place</u>
November 21, 2013	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
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Signed: Estelle Blake

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Date: November 18, 2013

cc: Town Clerk

2014 MAR 10 PM 3 40

TOWN OF BOURNE

**BOURNE VETERANS MEMORIAL COMMUNITY SENIOR CENTER
TOWN CLERK'S OFFICE
COUNCIL ON AGING BOARD OF DIRECTORS**

BOURNE, MASS

MINUTES OF OCTOBER 17, 2013

TOWN CLERK'S OFFICE

BOURNE, MASS

MEMBERS PRESENT: Estelle Blake, Kathleen Donovan, Bette Songer, Mary Fuller, Monica Layton, Linda Masson, Dorothy Wilcox, Lorraine Young and Donald Morrissey, Marge McClung.

MEMBERS EXCUSED: Valerie Gudas

OTHERS PRESENT: Felice Monteiro, Lois Carr, Debora Oliviere-Lanes, Arnold Carr, Carol MacDonald, Linda Silveira, Diane Bergeron, Nancy Manley.

Meeting called to order at 1 p. m.

MINUTES:

Upon a motion duly made by Bette Songer and seconded by Mary Fuller to approve the minutes of May 16, 2013 as written.

(Discussion ref. pickle ball/embroidery kits at the 9/19/13) mtg.)

Upon a motion duly made by Lorraine Young and seconded by Monica Layton to approve the minutes of September 19, 2013 as written.

Upon a motion duly made by Bette Songer and seconded by Kay Donovan to approve the minutes of May 16, 2013 @ noon and January 17, 2013 @ noon as written.

OUTREACH REPORT - Highlights (Lois Carr)

- **Intergenerational program with the Bourne Middle School and Bourne Women's Club to develop an after school program**
- **Good Golf program ended September 30, eighteen seniors participated.**
- **See attached report**

BRIDGING THE YEARS - Highlights (Debora Oliviere-Lanes)

- **Open House coming up next week (October 23, 2013), good timing because numbers are down**
- **Replacement of Anna Dann from Elder Services, her name is Joanne Connolly. Joanne is a perfect fit for the program.**

- **BTY attended the "Jimmy Buffett" themed end of summer cook-out**
- **See attached report**

DIRECTOR'S REPORT - Highlights (Felice Monteiro)

- **Felice asked if the Board members could please clean out their binders as they are getting to heavy to lift.**
- **COA has a shortage of drivers for the Seniors**
- **The Tufts Plan healthy eating workshop was well attended**
- **Charles Noyes the building trustee OK'd the TV Digital Signage**
- **See attached report**

Upon a motion duly made by Bette Songer and seconded by Lorraine Young the meeting adjourned at 1:30 p. m.

Respectfully submitted,

**Cheryl J. Gomes
Administrative Assistant**

To: COA Board Members
From: Lois Carr, Outreach Coordinator

September 2013 Report

Outreach- Elders continue to call in to have their names added to the Emergency Outreach/Shelter list. I made arrangements for Felice and I to meet with residents of Continental Apartments in Buzzards Bay to discuss transportation needs. The meeting is scheduled for October 17 and Julie Quintero-Schulz from RTA will also attend.

Elders At Risk - I continue to work with the VNA and Elder Services on a few at risk cases. The Cape Consortium for At Risk Older Adults has received a renewal of their grant from the Suicide Prevention Program of the Massachusetts Department of Public Health. These funds are used for COA Transition Workshops, Home Based Intervention/Prevention Visits, Professional Education and Training and the Senior Outreach Program sponsored by the Samaritans of Cape Cod.

Grandparents as Parents- I have been working on obtaining speakers and programs for both the evening and day support groups. The Title III grant from Elder Services of Cape Cod and the Islands has been renewed for another year. These funds (\$2,120) are for programs for grandparents who are raising their grandchildren. The grant runs from October 1 to September 30.

Intergenerational- I have been working with Ann Marie Strode, a Learning Coach at the Bourne Middle School and the Bourne Women's Club to develop an after school program which would bring the generations together by craft making or skill sharing.

Knox Boxes- One was returned and one installed this past month and there are currently no names on the waiting list.

Human Services- "Bridge to Human Services" resource guide has been revised and copies are now available at the Community Building, Library, Town Hall and Food Pantry. Copies have also been distributed to the schools, police and fire departments. The next Human Services Committee meeting is October 22.

Good Golf- The program ended September 30. Eighteen seniors participated with an average of 7-10 per week. We received a grant from the Cape Consortium to subsidize greens fees.

Fuel Assistance- Appointments for new applications are scheduled for Mondays and Wednesdays, 2-4 starting October 7. The Massachusetts Low Income Home Energy Assistance Program (LIHEAP) starts November 1. We have been assisting seniors with recertification applications.

Other- I attended a meeting for the Cape Cod Hoarding Task Force and the Food Pantry Oversight Committee.

Respectfully submitted



To: Bourne COA Board Members

From: Kari Leighton, Outreach Worker

September 2013 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 five new volunteers come in and fill out paperwork and five that began their volunteer positions. However, since that time one has run into medical issues and has been unable to come in and a husband and wife that were a package deal and the wife has returned to work. The level of commitment from volunteers does not seem to be what it used to be.

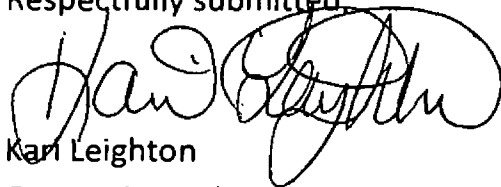
Knox Box- This month I did not do any Knox Boxes.

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 18th. The program does not begin until November 1st but we started taking applications at the beginning of October. I have been busy helping people with re-certifications as well.

Other- I helped Diane Bergeron with the tax work off meeting and have been working on processing the CORIs. To date, I have processed more than 65 CORIs.

Respectfully submitted



Kari Leighton

Outreach Worker



Date: October 13, 2013
To: Bourne Council on Aging Board of Directors
From: Debora Oliviere-Llanes, Program Director
Re: Bridging the Years Monthly Report 2013

Attendance for the Month of: September 2013

Total Clients that participated in the program	25	
Participants returning from the previous month	21	
New Participants	0	
Participants returning from extended leave	2	
Participants on medical/extended leave	1	
Participants who were discharged	1	
Participants who were trials (no charge)	0	

There were **20** Service Days with a total attendance of **163** service days charged and **0** 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: 11
- 1 day per week attendees: 4

**Low attendance due to 3 clients being out on Extended/Medical leave and two clients were out on two week vacations each.*

6 Inquires to the program were made in the month of September.

Meetings/Events:

I hired a Program Aide from the Elder Services Mature Workers program to finally replace Anna Dann. Her name is Joanne Connolly – she has background in working with both seniors at JML and special needs children. She has her Activity Professional certification from NAAP/NCCAP and is *ServSafe* Certified. Joanne is a perfect fit for the program.

BTY attended the “Jimmy Buffett” themed end of the summer cookout and enjoyed it very much.

The return of our Intergenerational programs with the Preschoolers from library and the Upper Cape Cod Cosmetology students.

I started two classes at UMass Boston in pursuant to the Frank Manning Gerontology certificate.

Respectively Submitted,
Debora Oliviere-Llanes
Program Director

**TOWN OF BOURNE
COUNCIL ON AGING**

TO: COA Advisory Board
FROM: Felice Monteiro, Director
DATE: October 16, 2013

September 2013 REPORT

HOT SPOTS

- Shortage of Drivers

MEETINGS/CONFERENCES ATTENDED

- Tax Work off sign
- Chamber
- Bourne Oaks Elder Housing
- COA Brd. Committee-Goals&Objectives
- Human Services
- Selectmen's Mtg.
- Hoarding
- COA Advisory Board
- Elder Services of CC&I
- COAST

ACCOMPLISHMENTS

- Healthy Eating one on one was a success 28 people attended Gina Kupski, Tufts and Nancy Oliveira a registered dietitian at the Nutrition clinic at Brigham and Women's Faulkner Hospital was wonderful, the senior enjoyed her presentation. Nutritious snacks were provided.
- Sign up for the Tax Work off program was well attended. Hopefully, we'll get a few drivers.

OTHER NEWS- Met with Dick Anderson from Cable TV. Because he is not a Town employee there will be a conflict by working on my request of putting together a slide show of COA programs/activities. We did go onto Tightrope Media Systems website and found a Digital Signage capable of one station. The cost: \$3,000 plus installation, it is windows based, with a player/server, the cost of the TV is separate. I'm assuming an approximate cost of \$5,000.

TOWN OF BOURNE

Board, Committee, or Commission: BOURNE COUNCIL ON AGING NOV 19 PM 12 29

Schedule of Regular Meetings

TOWN CLERK'S OFFICE
BOURNE, MASS

<u>Date</u>	<u>Time</u>	<u>Place</u>
November 21, 2013	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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Notice of Cancellation of Meeting (Specify meeting being cancelled.)

Signed: Estelle Blake

Estelle Blake

Title: Chair, Bourne Council on Aging

Date: November 18, 2013

cc: Town Clerk

TOWN OF BOURNE

Board, Committee, or Commission: **BOURNE COUNCIL ON AGING**

Schedule of Regular Meetings

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Title: Chair, Bourne Council on Aging

cc: Town Clerk

Date: November 18, 2013

TOWN OF BOURNE

Board, Committee, or Commission: BOURNE COUNCIL ON AGING NOV 19 PM 12 29

Schedule of Regular Meetings

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BOURNE, MASS

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Title: Chair, Bourne Council on Aging

Date: November 18, 2013

cc: Town Clerk

**TOWN OF BOURNE
BOURNE VETERANS MEMORIAL COMMUNITY/SENIOR CENTER
COUNCIL ON AGING BOARD OF DIRECTORS
MINUTES OF NOVEMBER 21, 2013**

MAY 10 PM 3 40

TOWN CLERK'S OFFICE

MEMBERS PRESENT: Kathleen Donovan, Mary Fuller, ~~Bette Songer~~,
Monica Layton, Marge McClung, Don Morrissey, Dorothy Wilcox, and
Lorraine Young.

MEMBERS EXCUSED: Estelle Blake, Valerie Gudas and Felice Monteiro,
Linda Masson.

OTHER PRESENT: Diane Bergeron, Marian Carpentino, H. Arnold Carr,
Janis Guiney, Carol MacDonald, Patricia Morley, Linda Silveira.

MINUTES: Upon a motion duly made by Mary Fuller and seconded by
Monica Layton the minutes of October 17, 2013 were accepted as written.

OUTREACH - Highlights (Lois Carr)

- Twenty-two new fuel applications and numerous recertification's
- St. Margaret's Cooking with Love program started this month
- Flu Clinic down in numbers
- Met with RTA and residents of Continental Apartments
- See attached report

BRIDGING THE YEARS - Highlights (Debora Oliviere-Llanes)

- Five clients discharged in the month of October
- Nine inquires were made to the program
- Open house was very successful
- Retired town employee donating a scholarship
- See attached report

DIRECTOR'S REPORT - (Felice Monteiro)

- See attached report

OTHER BUSINESS: My Senior Center training will be in January. Also,
The COA received an anonymous TV monitor from the Friends.
Next month the COA will be going paperless with the agenda and minutes.

Upon a motion duly made by Lorraine Young and seconded by Monica
Layton the meeting adjourned at 1:20 p. m.

Respectfully submitted,

**Cheryl J. Gomes
Administrative Assistant**

To: COA Board Members
From: Lois Carr, Outreach Coordinator

October 2013 Report

A Outreach- Felice and I along with Julie Quintero-Schulz from RTA met with residents of Continental Apartments in Buzzards Bay to discuss transportation needs. The meeting was well attended. I have been busy helping seniors with real estate tax exemption forms.

Elders At Risk – I continue to work with the VNA and Elder Services on a few at risk cases. The Cape Consortium for At Risk Older Adults has received a renewal of their grant from the Suicide Prevention Program of the Massachusetts Department of Public Health. These funds are used for COA Transition Workshops, Home Based Intervention/Prevention Visits, Professional Education and Training and the Senior Outreach Program sponsored by the Samaritans of Cape Cod.

Grandparents as Parents- I have been working on obtaining speakers and programs for both the evening and day support groups. Speakers from WE CAN, an agency that provides information and referral, legal services, financial counseling and mentoring, have been scheduled for the November meeting.

A Intergenerational- The St. Margaret's Cooking with Love program started this month. Students made delicious meals for two homebound elders. They also delivered them to the seniors who enjoy meeting the students as much as they enjoy the meal.

Knox Boxes- None were returned and two were installed this past month and there is currently a short waiting list, but expect two boxes to be returned soon.

Human Services- Representatives from Cape Abilities, South Coastal Counties Legal Services and Cape Cod AIDS support group were at the October Human Services Committee meeting. All of these agencies receive funding from the town and the committee needs to know what services they provide for Bourne residents. The "Bridge to Human Services" resource guide is still available for anyone who would like a copy..

A Flu Clinics- A total of 243 shots were given at the two clinics held in October.

A Fuel Assistance- In October we completed 22 new fuel applications; 9 seniors and 13 non seniors, as well as numerous recertifications.

Other- I attended a meeting on housing opportunities for the homeless and the Food Pantry Oversight Committee.

Respectfully submitted

Lois Carr

To: Bourne COA Board Members

From: Kari Leighton, Outreach Worker

October 2013 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 three new volunteers come in and fill out paperwork and three that began their volunteer positions.

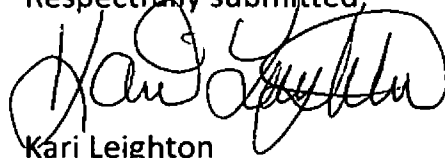
Knox Box- This month I did not do any Knox Boxes.

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 October I did 14 Fuel Assistance applications. There were also several re-certifications and emergencies.

Other- I completed the last 60 CORI applications for the tax work off program. I completed Excel training. We also had a Flu Clinic at St. Johns Church in Pocasset and had 111 clients attend.

Respectfully submitted,



Kari Leighton

Outreach Worker

**TOWN OF BOURNE
COUNCIL ON AGING**

TO: COA Advisory Board
FROM: Felice Monteiro, Director
DATE: November 21, 2013

OCTOBER 2013 REPORT

MEETINGS/CONFERENCES ATTENDED

- MCOA Annual Conference
- Jonathan Bourne Library Advisory Group mtg.
- LEPC
- Continental Apts. Transportation mtg.
- COA Adv. Brd. Mtg.
- Town Mtg. Bourne High School]
- Excel Training
- ESCC&I
- Dept. Head mtg.
- Human Services mtg.
- Tax Work off interviews
- BTY Open House

ACCOMPLISHMENTS

- October: Activity/program reporting we served 1,395 elders.
- FY 2015 Budget has been submitted, per direction of Town Manager – level-funded and no changes.
- Attended the MCOA Annual 3 day conference, excellent representation from Texas, New Mexico, NY, CT, Virginia. Very informational
- Director is part of the Advisory Council for the Jonathan Bourne Library-Working with the group on a Job Seekers Workshop funded through the Mass. Board of Library Commissioners; Library Services and Technology Act and the Institute of Museum and Library Services, workshops are for 18+ and elders getting back into the workforce (see attached workshops).
The Library is in need of Presenters. If interested let me know.
- Staff and Director attending Excel Beginner/Intermediate training.
- Approval by Town voters of the transfer of monies to COA budget to cover the Café. Café is trying to work within the budget set by the Director, a work in progress.
- Flu Clinics did well. St. John's 111 and COA 132 attendees.
- Presented with Lois Carr and Julie Quintero-Schulz from CC RTA the benefits of riding the bus and also discussion on added Continental and Bourne Oaks to the loop. Very favorable by tenants.

OTHER NEWS- Our offices have received a makeover, they are bright and inviting. The Reception area has been reconfigured and modified to seat more comfortably and for an easier workstation for the **MY SENIOR CENTER** equipment. Stop by and take a look.

Wishing you all a wonderful Thanksgiving. See you in December.



Date: November 18, 2013

To: Bourne Council on Aging Board of Directors

From: Debora Oliviere-Llanes, Program Director

Re: Bridging the Years Monthly Report 2013

Attendance for the Month of: October 2013

Total Clients that participated in the program	25	
Participants returning from the previous month	24	
New Participants	0	
Participants returning from extended leave	0	
Participants on medical/extended leave	1	
Participants who were discharged	5	A
Participants who were trials (no charge)	1	

There were 22 Service Days with a total attendance of 172 service days charged and 0 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: 10
- 2 days per week attendees: 8
- 1 day per week attendees: 5
-

**5 clients discharged in the month of October some were medical issues and some of our clients are snow birds and moved out of state for the winter.*

A 2 Inquires were made to the program in the month of October.

Meetings/Events:

10/4 I attended the MCOA Conference attending 4 workshops.

A10/23 We had our Annual Open House and it was very successful with 15 attendees and two potential clients. A former Town employee saw the Open house notice in the paper and came in to donate one day per month for scholarship. Thank you to board members that came from Friends and COA Boards.

A10/25 We went on a Field Trip to the Sandwich Glass Museum.

10/30 & 10/31 We had our Annual Halloween Costume Parties.

Respectively Submitted,
Debora Oliviere-Llanes
Program Director

TOWN OF BOURNE

Board, Committee, or Commission: BOURNE COUNCIL ON AGING

2013 DEC 16 AM 10 20

Schedule of Regular Meetings

TOWN CLERK'S OFFICE
BOURNE, MASS

<u>Date</u>	<u>Time</u>	<u>Place</u>
December 19, 2013	12 noon	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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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

- COA Budget for FY 2014
- Formula Grant Revision
- Ratify COA By-Laws

Notice of Special Meeting (include date, time and place)

Notice of Cancellation of Meeting (Specify meeting being cancelled.)

Signed: Estelle Blake

Estelle Blake
Title: Chair, Bourne Council on Aging
Date: December 15, 2013

cc: Town Clerk

TOWN OF BOURNE

Board, Committee, or Commission: BOURNE COUNCIL ON AGING

2013 DEC 6 AM 11 57

Schedule of Regular Meetings

TOWN CLERK'S OFFICE
BOURNE, MASS

<u>Date</u>	<u>Time</u>	<u>Place</u>
December 19, 2013	11:30 a. 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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Agenda Items

- Review of COA By-Laws as approved by the Board of Selectmen

Notice of Special Meeting (include date, time and place)

Notice of Cancellation of Meeting (Specify meeting being cancelled.)

Signed: Estelle Blake

Estelle Blake
Title: Chair, Bourne Council on Aging
Date: December 6, 2013

cc: Town Clerk

TOWN OF BOURNE

Board, Committee, or Commission: BOURNE COUNCIL ON AGING ²⁰¹³ DEC 16 AM 10:20

Schedule of Regular Meetings

TOWN CLERK'S OFFICE
BOURNE, MASS

<u>Date</u>	<u>Time</u>	<u>Place</u>
December 19, 2013	1:00 P.M.	Bourne Veterans Memorial Community Center/ Senior Center

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Agenda Items

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4. Public Input

Notice of Cancellation of Meeting (Specify meeting being cancelled.)

Signed: Estelle Blake

Estelle Blake

Title: Chair, Bourne Council on Aging

cc: Town Clerk

Date: December 16, 2013

**TOWN OF BOURNE
BOURNE VETERANS MEMORIAL COMMUNITY/SENIOR CENTER
COUNCIL ON AGING BOARD OF DIRECTORS
MINUTES OF DECEMBER 19, 2013**

TOWN CLERK'S OFFICE
BOURNE, MA
2014 MAR 10 PM 3 40

MEMBERS PRESENT: Estelle Blake, Valerie Gudas, Kathleen Donovan, Mary Fuller, Dorothy Wilcox, Bette Songer, Marjorie McClung, Monica Layton.

MEMBERS EXCUSED: Linda Masson, Lorraine Young and Donald Morrissey.

OTHERS PRESENT: Felice Monteiro, Cheryl Gomes

Meeting was called to order at 12 noon.

BY-LAWS:

Upon reviewing the amendments to the COA by-laws a motion was duly made by Valerie Gudas and seconded by Kay Donovan the Board unanimously voted to accept the amendments made by the Board of Selectmen; and add the same to the Council on Policies and Procedures:

- **Addition of Article II-Purpose**

G. According to the Charter Section 3-5, all boards, committees and commissions appointed by the Board of Selectmen shall be responsible to the Board of Selectmen.

- **C. (3) Secretary:** Is responsible for the minutes of the meetings, recording, and submitting to the office of the Town Clerk, 7 days after notice of the minutes have been approved.

Upon a motion duly made by Bette Songer and seconded by Mary Fuller the Board unanimously voted to ratify the amendments to the COA by-laws.

FORMULA GRANT:

Felice informed the Board on the updates to the Formula Grant and the hiring of Janis Guiney as a 16 hour per week Data Entry person. The Formula Grant had additional monies to cover this much needed position; since there were no available funds on the Town's budget.

FISCAL 2015 BUDGET:

- **Increase in travel by \$200**
- **Dues increased by \$100-because of the increase in state aid we didn't have to pay for EOE A dues last year.**
- **Town Administrator increase our budget for the café program to pay the chef, without this the café could not be self-sufficient.**
Also, we were able to increase Jean Hills for 5 additional hours do to the incentive grant.

Respectfully submitted,

Cheryl J. Gomes
Administrative Secretary

**BOURNE COUNCIL ON AGING
TOWN OF BOURNE, MASSACHUSETTS**

ARTICLE 1- ESTABLISHMENT

The name of the organization shall be the Bourne Council on Aging, hereinafter referred to as the Council, as established by the town meeting vote of the town of Bourne, Massachusetts, on March 1969 (Article 2.5 of the Town General By-laws) pursuant to Chapter 40, section 8B, of Massachusetts General Laws (1956).

ARTICLE II- PURPOSE

It shall be the purpose of this Council to carry out programs and services to promote the well-being of the elder population of this community. To accomplish this, our goals are:

- A. To identify the needs;
- B. To educate the community and enlist support and participation of all citizens about their needs;
- C. To design, advocate and/or implement services to fill these needs, or to coordinate existing services;
- D. To cooperate with the Massachusetts Executive Office of Elder Affairs and the programs regarding elders;
- E. To utilize the abilities of the seniors to serve the community and to strive for intergenerational goals;
- F. The Board of the Bourne COA acts in an advisory capacity to the Executive Director, who reports to the Town Administrator for programs and implementation of for the purpose of carrying out its programs, policies and services.
- G. According to the Charter Section 3-5, all boards, committees and commissions appointed by the Board of Selectmen shall be responsible to the Board of Selectmen.

ARTICLE III- MEMBERSHIP

The Council shall consist of from seven to eleven members and two alternates, appointed by the Board of Selectmen for a term of three (3) years, unless the appointment is to fill the unexpired term of a retiring member. At least five members shall be over the age of sixty (60) at the time of their appointment.

ARTICLE IV- MEETING PROCEDURES

- A. Roberts Rules of Order shall be the guide to conducting meetings.
- B. Meetings shall be held on a regularly scheduled monthly and/or needed basis.
- C. Special meetings may be called by the chair or at the request of three (3) members. A written notice shall be given to each member in accordance with the Open Meeting Law.

- D. The annual meeting of the Council shall be held at the June meeting at which time officers shall be elected. Each member entitled to vote shall be notified by mail not less than ten (10) days before such meeting.
- E. A quorum is a majority of the total members (appointed to and sworn in by the Town Clerk) of the Council as and is necessary for the transaction of business.

ARTICLE V- OFFICERS AND DUTIES

- A. The council shall annually elect a chairman, vice chairman and a secretary from its membership and shall report the fact to the Town Clerk. Officers are elected at the Annual Meeting.
- B. Upon vacancy of any office, a successor shall be elected by the Council at the next regularly scheduled meeting.
- C. The duties of the officers shall be as follows:
 - 1. Chairperson: Presides at meetings, is the chief executive officer subject to the direction of the members of the Council, acts as a spokesman for the Council and shall appoint all necessary committees as brought forward and recommended and deemed necessary by the Executive Director or Town Administrator and can be an ex-officio member of them. The Director may bring forward recommendations to create standing or time defined committees or sub- committees.
 - 2. Vice-Chairperson: presides in absence of Chairperson and performs the Chairperson's functions.
 - 3. Secretary: Is responsible for the minutes of the meetings, recording, and submitting to the office of the Town Clerk, 7 days after notice of the minutes have been approved.

ARTICLE VI- AMENDMENTS

These By-laws may be amended at a meeting called for such purpose. Notification shall be at least fourteen (14) days prior to the meeting, including the proposed text of amendments to be considered. Amendments must be approved by a majority of the members of the Council present and must be renewed and approved by Town Counsel.

ARTICLE VIII- EXECUTIVE DIRECTOR

Pursuant to the Town of Bourne Charter as amended.

2014 MAR 18

TOWN OF BOURNE

**BOURNE VETERANS MEMORIAL COMMUNITY/SENIOR CENTER
COUNCIL ON AGING BOARD OF DIRECTORS**

MINUTES OF DECEMBER 19, 2013

TOWN CLERK'S OFFICE
BOURNE, MASS

MEMBERS PRESENT: Estelle Blake, Bette Songer, Valerie Gudas,
Kathleen Donovan, Mary Fuller, Dorothy Wilcox, Marjorie McClung,
Monica Layton.

MEMBERS EXCUSED: Linda Masson, Lorraine Young, and Donald
Morrissey.

OTHERS PRESENT: Carol MacDonald, Pat Morley, Linda Silveira, Diane
Bergeron, Dick Menkello, Lisa Laine, Marian Carpentino.

Meeting was called to order at 1:05 p. m.

MINUTES: Upon a motion duly made by Bette Songer and seconded by
Mary Fuller to accept the minutes of November 21, 2013 as written.

OUTREACH-Highlights (Lois Carr)

- Fuel Assistance-processed 26 new applications;
- Thanked the Wareham Elks and Friends for gift cards from Stop & Shop. Also Trowbridge Tavern delivered Thanksgiving meals to 12 homebound elders.
- See attached report

BRIDGING THE YEARS-Highlights (Debora Oliviere-Llanes)

- Two trial days
- Clients were treated to manicures and hair cuts by the Upper Cape Cosmetology students and then attended the Ladies' Tea in the Café.
- Sherrie and Megan attended the Annual Hope Dementia Fall Conference in Hyannis.
- See attached report

DIRECTOR'S REPORT -Highlights (Felice Monteiro)

- Served 1260 elders
- Office upgrades have been completed
- Ladies Tea was a success
- See attached report

I would like to thank the Friends for providing us with the TV we will need for the Digital Signage System.

Upon a motion duly made by Bette Songer and seconded by Monica Layton to adjourn the meeting at 1:20 p. m.

Respectfully submitted,

**Cheryl J. Gomes
Administrative Secretary**



Date: January 10, 2013

To: Bourne Council on Aging Board of Directors

From: Debora Oliviere-Llanes, Program Director

Re: Bridging the Years Monthly Report 2013

Attendance for the Month of: December 2013

Total Clients that participated in the program	20	
Participants returning from the previous month	17	
New Participants	3	
Participants returning from extended leave	0	
Participants on medical/extended leave	0	
Participants who were discharged	2	
Participants who were trials (no charge)	1	

There were 18 Service Days with a total attendance of 137 service days charged and 1 trial day(s).

Scheduled attendance was as follows:

- o 5 days per week attendees: 0
- o 4 days per week attendees: 1
- o 3 days per week attendees: 7
- o 2 days per week attendees: 5
- o 1 day per week attendees: 4

Three holidays in the month of December attributed to low attendance.

One inquiry was made to the program in the month of December.

Three new clients started

Meetings/Events:

- 12/2 Finished my first semester at UMass Boston in the Gerontology program will start up again in February.
- 12/3 Trial Day for new client
- 12/4 Holiday concert with *Al Russo and Company*
- 12/13 Annual Holiday Luncheon at the Upper Cape Cod Tech School – The Canalside Restaurant
- 12/16 Holiday Luncheon in the Café with Carolers from the Buzzards Bay Theatre Company
- 12/17 Holiday concert with the *Surftones*

Week of Christmas we were only open Monday and Friday so we rescheduled the clients and staff for those days.

Supportive Day Emergency Kit Project – request for supplies to fill the totes for the clients. See attached list.

Respectively Submitted,
Debora Oliviere-Llanes
Program Director

To: Bourne COA Board Members

From: Kari Leighton, Outreach Worker

December 2013 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 and the other I am hoping will begin training next week.

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 December, I did 8 Fuel Assistance applications. There were also several re-certifications and emergencies.

Other- The Outreach Department received gifts for several of our seniors through Home Instead Senior Care which we delivered. Also, thank you to those who donated toward the gift cards for our Seniors. The Seniors are very appreciative for these donations.

Respectfully submitted,

Kari Leighton
Outreach Worker

To: COA Board Members
From: Lois Carr, Outreach Coordinator

December 2013 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. 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 are doing well. The December evening meeting was cancelled due to inclement weather and rescheduled for January 29. Guest speaker will be Carol Soldevilla, LICSW, and an independent mental health clinician who will discuss grandparent's feelings about their care giving role. I still have some copies of the updated resource guides for grandparent caregivers available for participants.

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- Two were returned and two were installed this past month and there is currently no waiting list.

Human Services- the Human Services Committee continues to review funding requests from various agencies. The "Bridge to Human Services" resource guide is still available for anyone who would like a copy.

Fuel Assistance- In December we completed 28 new fuel applications; 16 seniors and 12 non seniors. The Salvation Army Good Neighbor Energy Fund will start to take applications in February for those over income for fuel assistance.

Holiday Gift Cards- We received 10 Stop&Shop gift cards from the Wareham Elks and 10 Market Basket gift cards from Friends which were distributed to needy seniors. Home Instead "Be a Santa to a Senior" program also provided CVS gift cards and other gifts for 15 seniors.

Other- I attended a Hoarding Advanced Training which focused on Assessment, Communication and Partnerships.

Respectfully submitted

Lois Carr

**TOWN OF BOURNE
COUNCIL ON AGING**

TO: COA Advisory Board
FROM: Felice Monteiro, Director
DATE: January 15, 2014

DECEMBER 2013 REPORT

HOT SPOTS

- None

MEETINGS/CONFERENCES ATTENDED

- COA Adv. Brd. Mtg.
- ESCC&I

ACCOMPLISHMENTS

- December: Activity/program reporting we served 1,042 elders.
- The Café had special entertainment for our Monday public lunch program; volunteers from the Buzzards Play Production Company sang Christmas carols to our lunch group, everyone was appreciative and enjoyed the show.

OTHER NEWS- Many thanks to the Friends for their willingness to purchase the Digital Signage system for the COA programs and activities. We look forward to the end product. Tax season is right around the corner our Tax Preparers will be here Mondays and Fridays beginning February 3, 2014.

Our MY SENIOR CENTER statistical program has been set up and Training took place January 8th. We will open it up to our patrons shortly; in the meantime, we are able to input volunteer contact information. Please stop by the front desk to get your swipe card and information.

Preparations for the Volunteer Recognition Breakfast will take place soon. Imminent date: May 16th?
With an alternate date of June 6th?

Meeting Announcement

2013 NOV 8 PM 12:20

TOWN CLERK'S OFFICE
BOURNE, MASS

Bourne Cultural Council

Date: Wednesday, November 20

Time: 6:30Pm

Place: Bourne Community Center

Council on Aging Conference Room

Agenda:

Review of 2014 Grant Applications

Robin Pierson

Chairperson

Bourne Cultural Counsel