

GW
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2009

**Selectmen's Energy
Sewer Commissioners
Shore and Harbor
Town Administrator
Upper Cape Tech**

**Selectmen's
Energy Advisory Committee
Meeting Notice**

Date: Wednesday, January 14, 2009

Time: 7:00 P.M.

Location: Bourne Middle School
Conference Room 100

AGENDA

- (I) Call to order 7:00 P.M.
- (II) Roll Call (attendance list)
- (III) Approval of minutes from last meeting
- (IV) Approval of meeting agenda
- (V) Meeting Agenda
 - 1. Task-Team reports
 - 2. MTC Application for Wind Turbine Feasibility Analysis
 - 3. Such other business to come before Committee
- (VI) Adjournment

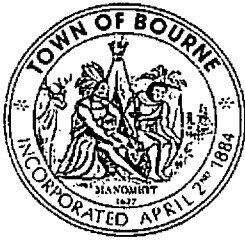
Allyson Bizer Knox, Clerk

Eugene R. D'Amaddio, Chairman

Thomas M. Guerino, Town Administrator

cc: Town Clerk
Selectmen
Aborn, Caporelli, Curtis, D'Amaddio, Daniels, Jenkins, Knox, O'Keefe,
Schofield

2009 DEC 15 PM 2 26
TOWN CLERK'S OFFICE
BOURNE, MASS



SELECTMAN'S ENERGY
ADVISORY COMMITTEE
MEETING NOTICE



Date: Wednesday, February 11, 2009

Time: 7:00 P.M.

Location: Bourne Middle School
Conference Room 100

AGENDA

- (I) Call to order 7:00 P.M.
- (II) Roll Call (attendance list)
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 - 1. Task-Team reports
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Allyson Bizer Knox, Clerk

Eugene R. D'Amaddio
Eugene R. D'Amaddio, Chairman

cc: Town Clerk
Selectmen
Aborn, Caporelli, Curtis, D'Amaddio, Daniels, Jenkins, Knox,
O'Keefe, Schofield

TOWN CLERK'S OFFICE
BOURNE, MASS.

2009 FEB 9 PM 2 29

Energy Advisory Committee Minutes – February 11, 2009
Bourne Middle School
Bourne, MA 02532

Attendance taken

COMMITTEE MEMBERS PRESENT:

Gene D'Amaddio	Bob Schofield	Allyson Bizer Knox
Paul O'Keefe	Alan Daniels	Thomas Gray Curtis
Virginia Buckley		

OTHER PERSONS PRESENT:

Jerry Ingersoll

Virginia Buckley introductions

John Aborn has resigned

Jay is out until our April meeting

Meeting started at 7:00pm

Agenda – minutes from last meeting approved (motioned & seconded)
added to tonight's agenda:

Feasibility Study Application

Memorandum of Understanding Between Barnstable County and Town of Bourne

Solar Sprint – educational contest in schools
Agree to add memo. Barn county to agenda

Task team reports:

Paul: alan & paul working on (with input from jay) the Energy Policy for the Town
Passed draft of energy policy
Purpose is to establish how we would the employees of the town to behave

The county wants to help & expedite process but also take control of the money as well

Many guidelines to become a green community the county would provide assistance and services

We are going want to become a green community b/c will open a lot of doors &...

The tie in the CO-OP may take on some of these projects initially

Original goals from task team & goals of green community act.

TOWN CLERK'S OFFICE
JUN 12 PM 2 10
2009

Outside resources other communities leading: Falmouth, Chatham etc...

Consistent goals across the communities

Provide a policy statement for the town to interpret

Some grant monies tom g. to help with green community act

If we're going to make comments need to be back to paul on or before march 1st:

Mission statement from Hingham's Energy Policy

Ginger will help paul & alan with policy

SITE WALK ...

The whole idea of using MTC is to get as much \$ as possible

25% of load use

ISWM would be ideal or the new school

Meaning a town-facility would have to be on site & use 25% of the load

However this # is changing all the time not necessarily the case

Should be able to net-meter all the energy

Jerry has been investigating the same issue, same answer nobody's sure but they don't think it will be required.

Grey spoke with PHIL GODDARD ISWM

They have had some issues with the methane project

And are interested on using the dump as a wind turbine site.

Maybe the co-op will take on the project or both so they can reap the benefits

Add landfill property as another possible site

Gray will e-mail the landfill site report

We should look at the stats. Of that site

Allyson will check the MTC site for pre-selection site survey application

We should tour all the proposed sites to at least have the knowledge of all sites.

Parcels 4 & 6

Gene asked for overall wind-map of parcels
Gray will do an overlay

Ginger possible contact with air force & environmental sometimes help for defense communities

Gene spoke with the chair of Mashpee energy committee
Trying to get on band wagon with green communities act

Bob knows someone from the Sandwich Forum for energy committees cross cape

Bourne is a 'defense community' what we do with this policy is to try & modify behavior.
Need a facility manager budget cuts etc... tough to move forward.

Add the need for a building facility manager into the policy

Ginger needs a login for the FTP site.

STEP plan e-mail from Gene D'Amaddio we have gathered info
What is the next step?

What are the STEPS

1. what are the 5 best sites
2. pre-selection community wind collaborative e-links for pre-selection site survey
3. need selectmen vote
4. need selectmen approval to start survey process
5. make a report to the selectmen
6. apply for feasibility study

bob says town is ready to join cooperative now
we get the solar project for the school

does it really pay to go with the cooperative? Is it really the right thing for the town.. if you go through the co-op you are in a power purchase agreement only thing town gets is ability to purchase at set price for certain amt of time from MTC

paul went to public financing workshop
pros & cons

memo of Barnstable county helping Bourne

joining the co-op doesn't mean we have to make a commitment right now.

Join as soon as possible

Photovoltaic site at the new school 150 kw would be funded 100% by coop
John Harding's death
Involved in Ingersoll plans

MEMO OF UNDERSTANDING BTWN. BARNSTABLE & town of Bourne

How does this affect the cooperative or what does the cape light compact think of this

Barnstable county has provided a vehicle for us to comply with the green community acts

Maggie Downey might help shed some light
Bob will talk to Maggie gene will talk to tom g. regarding
Barn county and town of Bourne for green communities act.

Question regarding "provide technical assistance, through the cape cod commission,
Have legal right & might help with rapid permitting.

How will the county provide all of these services? What happens when the 76000 is used
up?

\$ from green communities act
This needs to be decided by June 09

Really where & how did this come about
There is power in size also the county can do stuff the towns can't do.
DOER website money will be first come first served
Actions gene will go back to administrator
Bob will go to Maggie Downey to find out her input on memo-barn county
Ginger will talk to Meghan ambler do you have a "memo of"
What where your actions How & why???
Mostly concerned on how money will be allocated

Looks like a good idea but we are not ready to support with out more background info.
What are the benefits to the county & what are the benefits to the town
What additional cost to town?

Perhaps town lawyer take a look

NEXT.....

Conoco Phillips

Energy related curriculum jackline H.rigd

Junior solar sprint children building solar car.

Ginger will send me more info.

OUTREACH

Diana Barth

Press 4 articles already

Net zero building Falmouth

If committee is contemplating sites community out-reach will be needed to get people on board.

MTC community choice program towns available matching funds

Is there money for education programs?

Energy savors energy fair at Peebles over 600 people attended fair

Uniform information integration

Need more efficient communication between towns

Bourne water district: need a permit for their met tower. Putting up a wind turbine and a met tower have some funding

Do we have a wind-power by-law?

Look under planning board

Motion to adjourn

Next meeting will be second Wednesday of march 11, 2009 7 pm 100 conference room

Ginger will not be here

Meeting adjourned 8:53 pm

**Selectmen's
Energy Advisory Committee**

Meeting Notice

Date: Wednesday, March 18, 2009

Time: 7:00 P.M.

Location: Boume Middle School
Conference Room 100

AGENDA

- (I) Call to order 7:00 P.M.
- (II) Roll Call (attendance list)
- (III) Approval of minutes from last meeting
- (IV) Approval of meeting agenda
- (V) Meeting Agenda
 - 1. Atlantic Renewable Energy Services, Inc – Simon B. Thomas (President) Presentation
 - 2. Such other business to come before Committee
- (VI) Adjournment

Allyson Bizer Knox, Clerk

Eugene R. D'Amaddio, Chairman

Thomas M. Guerino, Town Administrator

cc: Town Clerk
Selectmen
Buckley, Caporelli, Curtis, D'Amaddio, Daniels, Jenkins, Knox, O'Keefe,
Schofield

2009 MAR 16 AM 9 54
TOWN CLERK'S OFFICE
BOURNE, MASS

Selectmen's Energy Advisory Committee
3-18-09

Attendance taken

COMMITTEE MEMBERS PRESENT:

Gene D'Amaddio	Alan Daniels	George Jenkins
Thomas Gray Curtis	Bob Schofield	Allyson Bizer Knox
Elizabeth Caporelli	Virginia Buckley	

OTHER PERSONS PRESENT:

Jerry Ingersoll
Tudor Ingersoll

Meeting started at 7:00pm

Approval of minutes from last meeting have been skipped, they will approve next time.

Task Team Reports:

Alan wants to discuss tours of the three sites and see if we can get an opinion. If everyone agrees on the site do we move forward?

Grey thinks we should do another walk. Town data is based on 1927 data. The Cape Cod Commission used 1986 data. We need precise coordinate information.

Parcel 6 has a beautiful hilltop with a high elevation that would be perfect.

We took a site walk 2 weeks ago to look at 3 possible sites, the ISWM site, a certain elevation on the corner of parcel 6, which is near the MMA treatment facility, and a site off Bourndale Rd.

Each one of the sites has a problem.

Bourndale Rd has a gas pipe easement and crossing it. Also, the elevation that we did pick off of Bourndale Rd is within a 100 meters form a development.

ISWM site maybe problematic for some people but there are 2 locations on the site. One is on the corner closest to Macarthur Boulevard. The other is the capped landfill.

MMR, the site on parcel 6 is good access but they are within 800 ft where their wind turbine would be.

Jay wonders if there were a national emergency would we have an access point MMR?

TOWN CLERK'S OFFICE

2009 MAR 15 PM 12:13

Genes feeling is the best site would be ISWM, unless accessibility can happen on Bourndale land.

We are looking for one site at the moment but Gene is lobbying for two turbines.

MMR does not have wind turbine data for their site. They are using wind data from RERL that was taken at the Upper Cape Vo-Tech site.

What is the time frame?

If we go with ISWM site and MTC is behind the Upper Cape Vo-Tech project then we have their data and we could move forward.

After looking at the data, Gene didn't see anything stellar about the information they have at that site.

Jerry thinks there may be a way to do public private projects. The advantage is that private developers can take advantage of all the things that public cannot.

If we have Meteorological data then the time frame would be two years at best. If there is no data we could add a year to a year and half on to the time frame.

Is there deadline for MCC?

Two times per year. We would probably make the next round, which would be the fall.

Jay asks if the Tech school data was not good? There were a few ~~holes~~ in the data due to weather.

CNN said Portsmouth, Rhode Island put in a huge turbine and they state they have done it in 3 years. Maybe we could check with them and see if they had a developer and get his name.

Patrick and Henderson Inc. is a firm that does engineering and foundations for wind energy projects all over the world.

PRESENTATION FROM ATLANTIC ENGINEERING:

Simon Thomas from Atlantic engineering showed examples of wind projects they have worked on.

Site that has data taken near by and load they are trying to achieve from 2007 numbers.

Gene asks Simon if he could put together a feasibility report right now with what information they have. Simon answers yes.

Gene states people involved with Dartmouths project had a real issue with MTC. MTC kept changing contact people and months were wasted.

He is doing the Cohasset landfill right now.

Are they doing it on top of the landfill? They move it off to the side of the landfill; it's not a good investment to put it on top of the landfill.

Have they done any projects with floating foundations? Simon has seen articles about them but has no experience with it.

Gary Gump is the contact person for the Rhode Island project.

What kind of software does Simon use? Wind-pro

Tom Guerino explains that because of the odor problems at the landfill we monitor the wind on a continuous basis. What we have found in the last 24 months is that the wind has had a substantial differential from what it has been in the past several years. He wants to know from an economic standpoint, is it going to make a difference to him which way the wind is blowing? Simon answers that it should not.

How do they handle the noise areas or birds? The bird issue has been pretty calm. Carbon reductions offset any bird kills. Noise will be a background rustling.

What is the hub height for the Upper Cape Vo-Tech? 80 meters.

Feasibility study costs about \$5,000 for each one.

Takes about 3 weeks to do a study.

They include one meeting in the proposal. But has accepted to do two meetings after Gene asks.

Other Information

Allyson is waiting to hear back from Frank Fedele who works for the core to talk about the project.

Next Meeting on April 1st 7PM in the conference room #100

Motion to adjourn

Meeting adjourned at 925

**Selectmen's
Energy Advisory Committee
Meeting Notice**

Date: Wednesday, April 8, 2009

Time: 7:00 P.M.

Location: Bourne Middle School
Conference Room 100

AGENDA

- (I) Call to order 7:00 P.M.
- (II) Roll Call (attendance list)
- (III) Approval of minutes from last meeting
- (IV) Approval of meeting agenda
- (V) Meeting Agenda
 - 1. Final Comments on Proposed Town Energy Policy Statement
 - 2. Wind Turbine Site (s) review in the context of Atlantic Renewable Energy Services, Inc Proposal
 - 3. Such other business to come before Committee
- (VI) Adjournment

Allyson Bizer Knox, Clerk

Eugene R. D'Amaddio, Chairman

Thomas M. Guerino, Town Administrator

cc: Town Clerk
Selectmen

Buckley, Caporelli, Curtis, D'Amaddio, Daniels, Jenkins, Knox, O'Keefe,
Schofield

BOURNE MASS
TOWN CLERK'S OFFICE
APR 8 2009 5:42 PM

Selectmen's Energy Advisory Committee
4-08-09

Meeting called to order at 7:00pm
Attendance taken

Committee Members Present

Gene D'Amaddio, Alan Daniels, George Jenkins, Thomas Gray Curtis, Bob Schofield, Allyson Bizer Knox (excused), Elizabeth Caporelli (excused), Virginia Buckley (excused) and Paul O'Keefe

Guests

Frank Beveridge (Wings Neck)

Approval of agenda.

Approval of minutes

Minutes will be deferred until the next meeting. Minutes to vote are February and March, 2009.

Final Comments on Proposed Town Energy Policy Statement

Letter format for introduction (preamble). Actual policy a series of statements on how town agrees to behave towards becoming a green community or not.

Chm. D'Amaddio – any town action(s) or purchases or uses, equates to raising taxes and is not in favor of personally. Policy will be given to the Selectmen.

Paul - First half makes a political statement, the middle portion should stand on it's own. Actual policy describes a need to become more energy efficient. Decrease of energy by 20% by 2012. This doesn't require spending expenditures. Green Communities Act will want to see specific towns saving money in specific ways. Reductions would be in energy use and fuel.

Paul – on Green gas emissions, Procure 15% of electricity requires an expenditure and stated it doesn't have to be included, as it is more of a mandate.

Bob – look at the next 3-4 years and concentrate on things that can be done. Concerned on other avenues such as vehicles and buildings.

Gene - concerns with some of the specifics in the policy (change in demographic of town and population of the school).

Consensus of the committee is to use the year 2004 as the base year.

Educate Selectmen and Town by:

TOWN CLERK'S OFFICE
FOOTNOTES
2009 MAY 15 PM 12 13

- Workshops
- Public television at a committee level
- Newspapers
- Policy will reduce Town's operating budget

Timeframe is Fall 2009 Town Meeting.

Suggested Policy for Selectmen review and comments. At that point the committee meet with Selectmen for discussion.

Green Communities Act equates that the Town working towards being a Green Community. In 2006, the Selectmen voted to establish energy policies.

Fuel efficient automobiles would be a priority. Police & Fire Department can see if fuel efficiency is a benefit.

Policy Statement will be an attachment to the Policy.

G. D'Amaddio **MOVED** and **SECONDED** by A. Daniels to move Energy Policy forward with amendments. **UNANIMOUS VOTE.**

Action Item: Gene will draft cover letter with amendments and email committee members before sending to the Selectmen.

Wind Turbine Site(s) review in context of Atlantic Renewable Energy Services, Inc. Proposal

The consensus of the committee was to not accept Atlantic's proposal. To save costs discussion on filling out a Municipal Site Survey to pre-qualify sites. More information needed.

G. Jenkins **MOVED** and **SECONDED** by A. Daniels to not accept the Atlantic proposal. **UNANIMOUS VOTE.**

Military Reservation visitation

Chm. D'Amaddio and P. O'Keefe conducted site visit with Ms. Forbes. Areas visited were the old fire tower and area where schools are on the base.

Questions raised:

- What are restrictions for using State-leased from Town property?
- Need Furlander rep for help with base sites?
- MTC application? Maybe MTC can go further for committee as far as sites

Research three sites

- ISWM
- MMR. School property (parcel 6)
- MMR fire tower

Action Item: Chm. D'Amaddio will research school property on the MMR and see if can use as a site.

Parcel 6 of Map 55

Gray asked Town Planner got State plane coordinates from Cape Cod Commission. Coordinates are based on the North American data of 1927.

- Near Air Force turbine? (within approx. 800 feet)
- Viability?
- Restrictions?

Discussion on three sites to see what they encompass for the purpose before considering using as a site.

Future Steps

- Submit site applications
- Fill out results on basis of LLA findings
- MTC fill out application
- Pre-development funding

Other Business

Bob – the School Building Committee passed a resolution to fund up to \$300,000 to install a solar system with MTC for 35 kw. Board of ConEdison Solutions grant of \$5M to the Coop is slated for Bourne Middle School (100 kw). Paybacks on solar hot water.

Frank Beveridge fact finding as Wings Neck Trust is looking into wind turbine. It was suggested to calculate 8 kw per house. Presumably Association will own turbine. Website suggested for steps is www.Masstech.org.

Next meeting on May 13, 2009 at 7:00 pm, Bourne Middle School, CR 100.

Motion to adjourn

Meeting adjourned at 9:20 pm

Respectfully submitted – Lisa Groezinger, sec.

**Selectmen's
Energy Advisory Committee
Meeting Notice**

Date: Wednesday, May 13, 2009

Time: 7:00 P.M.

Location: Bourne Middle School
Conference Room 100

AGENDA

- (I) Call to order 7:00 P.M.
- (II) Roll Call (attendance list)
- (III) Approval of minutes from March and April meetings
- (IV) Approval of meeting agenda
- (V) Meeting Agenda
 - 1. Town Energy Policy Statement
 - 2. Wind Turbine Site (s) status - Ingersoll discussion
 - 3. Such other business to come before Committee
- (VI) Adjournment

Allyson Bizer Knox, Clerk

Eugene R. D'Amaddio, Chairman

Thomas M. Guerino, Town Administrator

cc: Town Clerk
Selectmen
Buckley, Caporelli, Curtis, D'Amaddio, Daniels, Jenkins, Knox, O'Keefe,
Schofield

2009 MAY 6 PM 4 13
TOWN CLERK
BOURNE, MASS.

Energy Advisory Committee Minutes – May 13, 2009

Bourne Middle School

Bourne, MA 02532

*****2009 JUN 11 PM 2:49*****

Attendance

Gene D'Amaddio (excused), Bob Schofield, Alan Daniels, George Jenkins, Thomas Gray
Curtis (excused), Allyson Bizer Knox (excused), Elizabeth Caporelli, Virginia Buckley
(excused) and Paul O'Keefe.

Meeting called to order at 7:00 pm. Bob Schofield will run meetings for Gene
D'Amaddio until further notice.

Approval of minutes

Daniels **MOVED** and **SECONDED** by Caporelli to approve minutes of March 18, 2009
as submitted. **VOTE 4-0-1** with abstention from O'Keefe.

Daniels **MOVED** and **SECONDED** by Jenkins to approve minutes of April 8, 2009 as
amended. **VOTE 5-0.**

February 9, 2009 minutes will be deferred until the next meeting.

a. MMR Schools as wind site

The consensus of the committee is to not take any action at this time.

b. Next step for MTC development funding

Liz Caporelli will contact MTC regarding other turbines on State property as wind site.

Bob Schofield will contact Conservation Commission regarding use of conservation land.

MTC has stopped their funding, but the money does not disappear.

c. Draft letter to Selectmen for Town energy policy

Paul O'Keefe will work on amendment letter.

Bob Schofield will present draft letter of the Energy Committee for the Town's Energy
Policy to the Selectmen.

d. Other business

The Ingersolls are still interested in a joint venture with the Town.

Liz Caporelli suggested finding land to replace landfill gas system.

Paul O'Keefe suggested committee members to review Town Municipal Facilities Study
by Cecil Group on the Town website.

Discussion held on adding to conclusion of Energy Policy the energy conservation needs of the town or additional recommendations.

Bob Schofield will send site with Town Municipal Facilities Study to committee members requesting review to discuss at next meeting.

Next meeting will be June 10, 2009 at the Bourne Middle School.

Adjournment

Jenkins **MOVED** and **SECONDED** by Caporelli to adjourn meeting. Meeting adjourned at 8:30 pm by **UNANIMOUS VOTE**.

Respectfully submitted,
Lisa Groezinger, sec.

**Selectmen's
Energy Advisory Committee
Meeting Notice**

Date: Wednesday, June 10, 2009
Time: 7:00 P.M.
Location: Bourne Middle School
Conference Room 100

AGENDA

- (I) Call to order 7:00 P.M.
- (II) Roll Call (attendance list)
- (III) Approval of minutes from last meeting
- (IV) Approval of meeting agenda
- (V) Meeting Agenda
 - 1. Continuation on MTC development Funding
 - 2. Update on draft letter to Selectmen on Town Energy Policy
 - 3. Discussion with Jerry Ingersoll regarding Bourne Development Campus and Commercial Scale Wind Turbines
 - 4. Such other business to come before the committee.
- (VI) Adjournment

Robert Schofield, V. Chairman

Thomas M. Guerino, Town Administrator

cc: Town Clerk
Selectmen
Buckley, Caporelli, Curtis, D'Amaddio, Daniels, Jenkins, Kober, Kober, Schofield

2009 JUN 10 PM 7:00
TOWN CLERK'S OFFICE
BOURNE, MASS

**Selectmen's Energy Advisory Committee
Minutes of June 10, 2009
Bourne Middle School**

Meeting called to order at 7:05pm.

Attendance taken

Committee Members Present

Gene D'Amaddio (excused), Alan Daniels, George Jenkins (excused), Thomas Gray Curtis, Bob Schofield, Allyson Bizer-Knox, Elizabeth Caporelli, Ginger Buckley (excused) and Paul O'Keefe

Guests - Sue and Fred Abbe, Cataumet; Jerry Ingersoll; Kathy Harding and Michele Ford, Pocasset; Sally Riggs; Simon Thomas

Approval of agenda.

Approval of minutes

A. Daniels moved and seconded by T. Gray Curtis to approve minutes of February 9, 2009 as submitted. **Unanimous vote.**

A. Daniels moved and seconded by T. Gray Curtis to approve minutes of May 13, 2009 as submitted. **Unanimous vote.**

Continuation on MTC development funding

L. Caporelli stated Sonia (MTC) is working on examples to report back to the committee regarding turbine for town-use on State land for alternative energy.

T. Curtis Gray spoke with Coreen Moore who noted reservation has a Land Re-Use program. Attempt to reclaim land was rebuffed by the base.

Action Item - Bob Schofield will contact Brian Nickerson, Planner for the base and Manager for the Land Re-Use program. It was also suggested to approach on a State level.

Bob Schofield contacted Bob Gray of ConCom (Items #5 and #6 on the Falmouth land – tax title land) stated any conservation lands purchased by the Town with State funds, a lot of attachments. The Energy Committee will speak before the ConCom to present idea to use land and possibly work with the base.

Update on draft letter to Selectmen on Town Energy Policy

P. O'Keefe updated policy, which included latest amendments [second page - to change the years on base line from 2008 to 2004; Green Community Act Summary – item 4 to keep “only” regarding automobiles as is an “as required” by Act; and added wording to conclusion].

22 6 10 8 1 11 6002

A. Bizer-Knox **moved and seconded** by T. Gray Curtis to approve modifications to the Energy Policy as presented by P. O'Keefe. **Unanimous vote.**

Action Item – P. O'Keefe will email amended policy to B. Schofield.

Bourne Development Campus and commercial scale wind turbines – Jerry Ingersoll
Bourne Development Campus – a green technology park for companies working in research, early stage development and light manufacturing in the alternative energy technology and green engineering sectors.

Potential benefits:

- 1,000-1,400 new year-round jobs in green technology sector
- Generation of wind power for the Town and region

Location is in Bourne, north of Route 6 and east of Route 25, “mainland” side of Cape Cod Canal.

Site is 172 acres, currently undeveloped; development potential is 30% or minimum of 52 acres – 70% required for open space; Zoning is floating technology; all major utilities are available.

Campus is 300,000 – 700,000 sq. ft. of building space (two or three stories); wind turbines; parking; amenities.

Current status:

- Commitment from wind turbine developer to locate at least four (4) wind turbines on site
- Site conceptual design complete
- Market study and municipal fiscal impact analysis completed
- Environmental study underway – State endangered species designation
- Primary access onto Route 6 - need access engineering
- Infrastructure – preliminary planning for wastewater complete; need engineering design studies for access, wastewater, storm water, water, electricity, etc.
- Permitting – process will begin with completion of market study and traffic/access engineering.

Discussion held:

- Location of turbine being on the highest point of land.
- Wind from Southwest in the summer and Northwest in the winter
- MA Natural Heritage and Species programs sees turbines as Open Space and hoping Bourne Planning Board will also.
- Amending Town bylaws through the Planning Board as subjective information
- Studies of towers 15+ years topple
- Transmission lines are currently being analyzed

- Installation of turbines benefit the Bourne Financial Development Corporation (BFDC), as well as the Town to increase tax flow
- Site is an urban area, not rural (population of 10,000 or less) – no objections to serve business camp
- Next step for project is the ordinance issue – seeking waivers

Other business

Cape Cod is now part of the Cape & Island Electric Cooperative - TA Guerino is a member of the Board of Directors (Bourne). Co-op will meet monthly and is presently looking for proposals from Harwich and Brewster to put two turbines each.

Town Facilities will use the Bourne Middle School as a site for PV under the coop's grant. Due to its flat roof construction, the new elementary school does not qualify.

Action Item – B. Schofield to download the Town Municipal Study from Town's website.

Wind turbine on MMR land - Forum questions:

- Are there any restrictions on turbine for town-use on State land for alternative energy?
- Are there any considerations for conservation land re: restrictions for turbines.

Next meeting July 8, 2009

Motion to adjourn

Meeting adjourned at 9:00 pm.

Respectfully submitted – Lisa Groezinger, sec.

**Selectmen's
Energy Advisory Committee
Meeting Notice**

Date: Wednesday, July 8, 2009
Time: 7:00 P.M.
Location: Boume Town Hall
Upper Conference Room

AGENDA

- (I) Call to order 7:00 P.M.
- (II) Roll Call (attendance list)
- (III) Approval of minutes from last meeting
- (IV) Approval of meeting agenda
- (V) Meeting Agenda
 - 1. Energy Committee reorganization
 - 2. Continuation on MTC development Funding
 - 3. Update on draft letter to Selectmen on Town Energy Policy
 - 4. Such other business to come before the committee.
- (VI) Adjournment

Robert Schofield, V. Chairman

Thomas M. Guerino, Town Administrator

cc: Town Clerk
Selectmen
Buckley, Caporelli, Curtis, D'Amaddio, Daniels, Jenkins, Knox, O'Keefe,
Schofield

2009 JUL 9 PM 12 50

**Selectmen's Energy Advisory Committee
Minutes of July 8, 2009
Bourne Town Hall, Upper Conference Room**

Meeting called to order at 7:06 pm.

Attendance taken

Committee Members Present

Bob Schofield, Alan Daniels (excused), George Jenkins, T. Gray Curtis, Allyson Bizer-Knox, Elizabeth Caporelli (excused), Ginger Buckley (excused) and Paul O'Keefe

Approval of minutes

T. Gray Curtis **moved** and **seconded** by P. O'Keefe to approve minutes of June 10, 2009 as amended (page 3 other business – Cape & Islands Electric Cooperative - TA Guerino is a member of the Board of Directors; Town facilities BMS will be a site for PV under the coop's grant. Second sentence is correct. **Unanimous vote.**

Energy Committee Reorganization

Reorganization cannot take place until officially sworn in and elect new officers. Terms extended until Selectmen reappointment members on July 14, 2009

Discussion - Net Metering Regulations

Favorable to most of what EAC is looking out and work to benefit. Some areas not covered if access power you cannot openly sell it – try to find a home for it.

MMR Turbine Plans

Change in Energy Committee plan. MMR not planning to build a large wind farm as they don't have resources, and State (Green communities Act) took hold of it and utilized the ARNG as a vehicle. Tracks of land abutting MMR at Falmouth line off MacArthur Boulevard is the best for the Town. Bob Schofield to discuss a joint project, using State land putting together would make a lot of sense. Maggie was called upon by the State to attend Providence, RI on said subject and looking for direction.

MMR Military Civilian Community Council meeting of 6/24/09 – T. Gray Curtis
Alan Cowles – Massachusetts Renewable Energy Trust

LTC Randall "Randy" J. Cordeiro – Project Manager
(508) 968-5883

www.randall.j.cordeiro@us.army.mil

The Massachusetts Army National Guard will not operate an electric utility. However, using Energy Enhanced Use Leases, the MANG will contract out of the management and operation of any wind farming utility created.

2009 SEP 30 PM 12 18

My observation is that the asset that the military holds lease to, the land, is what Bourne would like to access. Bourne, as an abutter, might be able to provide access to desirable State funding. The ANG does not have that deep a pocket.

Update Town Energy Policy

Bob Schofield met with TA Guerino last week. Tom Guerino will review and put on a future Selectmen's agenda.

Other business

Jerry Ingersoll stated Atlantic Engineering has completed preliminary study for 100 meter and 80 meter towers. He is waiting for numbers.

Bob Schofield commented on hearing MTC is holding funding originally discussed at a Cape meeting he attended with Liz Caporelli.

Bob Schofield also discussed the Facilities Manager with TA Guerino and stated the Energy Committee sees this as most important for the Town.

Next meeting September 9, 2009 – BMS Room 100

Motion to adjourn

Meeting adjourned at 7:45 pm.

Respectfully submitted – Lisa Groezinger, sec.

**Selectmen's
Energy Advisory Committee
Meeting Notice**

Date: Wednesday, September 23, 2009
Time: 7:00 P.M.
Location: Bourne Veterans Memorial Community Center, Council on Aging office

AGENDA

- (I) Call to order 7:00 P.M.
- (II) Roll Call (attendance list)
- (III) Approval of minutes from last meeting
- (IV) Approval of meeting agenda
- (V) Meeting Agenda
 - 1. Energy Committee reorganization
 - 2. Update on Maggie Downey's meeting on State land (ANG, etc.)
 - 3. Discussion on residential Wind Turbine by-law
 - 4. Discussion on Clean Energy grant application
 - 5. Such other business to come before the committee.
- (VI) Adjournment

Robert Schofield, V. Chairman

Thomas M. Guerino, Town Administrator

cc: Town Clerk, Selectmen, Buckley, Caporelli, Curtis, Daniels, Jenkins,
Knox, O'Keefe and Schofield

**Selectmen's
Energy Advisory Committee
Meeting Notice**

Date: Wednesday, October 14, 2009
Time: 7:00 P.M.
Location: Bourne Middle School - library

AGENDA

- (I) Call to order 7:00 P.M.
- (II) Roll Call (attendance list)
- (III) Approval of minutes from last meeting
- (IV) Approval of meeting agenda
- (V) Meeting Agenda
 - 1. Clean Energy grant application and use of funds
 - 2. Discussion on residential Wind Turbine by-laws and Green Communities guidelines
 - 3. Status of Energy Policy
 - 4. Governors Clean Energy Challenge and other opportunities for the community
 - 5. Update from Southcoast Wind Power Collaborative meeting
 - 6. Such other business to come before the committee.
- (VI) Adjournment

Liz Caporelli, Chairman

Thomas M. Guerino, Town Administrator

cc: Town Clerk, Selectmen, Buckley, Caporelli, Curtis, Daniels, Jenkins,
Knox, O'Keefe and Schofield

TOWN CLERK'S OFFICE
BOURNE MASS
2009 SEP 30 PM 4 17

2009 OCT 27 PM 2 11
Selectmen's
Energy Advisory Committee
Meeting Notice

TOWN CLERK'S OFFICE
BOURNE, MASS

Date: Wednesday, Nov 4, 2009
Time: 7:00 P.M.
Location: Bourne Middle School, Conference Room 100

AGENDA

- (I) Call to order 7:00 P.M.
- (II) Roll Call (attendance list)
- (III) Approval of minutes from last meeting
- (IV) Approval of meeting agenda
- (V) Meeting Agenda
 - 1. Update on Wind Turbine by-laws from Town meeting
 - 2. Clean Energy grant application
 - Feedback from MTC
 - Writing the grant application
 - 3. Update from CLC meeting
 - 4. Such other business to come before the committee.
- (VI) Adjournment

Liz Caporelli, Chairman

Thomas M. Guerino, Town Administrator

cc: Town Clerk, Selectmen, Buckley, Caporelli, Curtis, Daniels, Jenkins,
Knox, O'Keefe and Schofield

**Selectmen's
Energy Advisory Committee
Meeting Notice**

Date: Wednesday, December 9, 2009
Time: 7:00 P.M.
Location: Bourne Middle School, Conference Room 100

AGENDA

- (I) Call to order 7:00 P.M.
- (II) Roll Call (attendance list)
- (III) Approval of minutes from last meeting
- (IV) Approval of meeting agenda
- (V) Meeting Agenda
 - 1. Board of Selectmen approve recommendations for Clean Energy Funds: Discussion of use of funds including Energy Coordinator Position: details of position and posting
 - 2. Plan for addressing wind by-law changes
 - 3. Update from CLC meeting
 - 4. Committee's goals, plans, and next steps
 - 5. Such other business to come before the committee.
- (VI) Adjournment

Liz Caporelli, Chairman

Thomas M. Guerino, Town Administrator

cc: Town Clerk, Selectmen, Buckley, Caporelli, Curtis, Daniels, Jenkins, Knox, O'Keefe and Schofield

2009 NOV 18 PM 3 11
TOWN CLERK'S OFFICE
BOURNE, MASS.

Chapman, Wendy

From: Chapman, Wendy
Sent: Wednesday, February 17, 2010 1:53 PM
To: Guerino, Thomas
Subject: Selectmen's Energy Advisory Committee

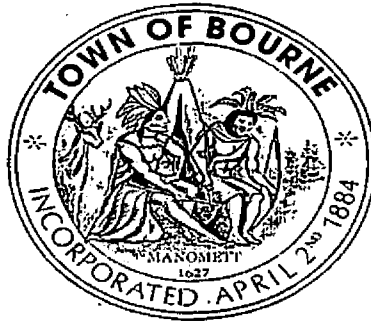
Tom -

The following minutes for the Selectmens Energy Advisory Committee are missing in 2009:

January 14, Sept. 23, October 14, November 4 and December 9.

Wendy

Sewer Commissioners



Sewer Commissioner's Meeting

DATE

Tuesday
February 24, 2009

TIME

6:00 p.m.

LOCATION

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

AGENDA

1. Call meeting to order
2. Executive Session regarding Intermunicipal agreement negotiations
3. Report from Tighe and Bond regarding funding streams available
4. Town Meeting article for \$65,000 for recommendations to the Board of Selectmen
5. National Marine Life Center request extension of Sewer Connection Permit
6. Set final sewer rates
7. Such other business to come before the Board

TOWN CLERK'S OFFICE
BOURNE, MASS.

2009 FEB 20 PM 3 03


Thomas M. Guerino
Town Administrator

Sewer Commissioners Minutes – February 24, 2009
Bourne's Veteran's Memorial Community Center
239 Main Street, Buzzards Bay, MA 02532

Attendance

Thomas M. Guerino, Town Administrator

Jamie J. Sloniecki, Chairman

Judith W. Conron, Vice Chairman

John A. Ford, Jr.

Stephen F. Mealy (excused)

Mary Meli

Meeting Called to Order

Meeting called to order at 6:00 pm.

J. Conron **MOVED** and **SECONDED** by J. Ford to go into Executive Session regarding Intermunicipal agreement negotiations at 6:00 pm and to reconvene into Open Session.

Roll call: M. Meli – yes; J. Conron – yes; J. Ford – yes.

Meeting called meeting to order at 6:37 pm by Chm. Sloniecki.

Report from Tighe & Bond re: funding streams available

Omar Dumais, Jr. overview of funding streams available.

March 2009 Special Town Meeting Article Suggested Scope of Work and Budget – Wastewater Project Next Step for Main Street Buzzards Bay includes the following two tasks:

Task 1 – Phase I Hydrogeologic Evaluation

Task 2 – Funding Programs Application Assistance

- USDA Rural Development loan and grant
- MassDEP Clean Water State Revolving Loan (SRF) Project Evaluation Form (PEF)
- Cape Cod Commission planning grant
- District Incentive Financing (DIF) State program
- More jobs (or job replacement) State grant

Suggested Budget

Task 1 - \$47,000

Task 2 - \$18,000

Total - \$65,000

TOWN CLERK'S OFFICE
BOURNE, MASS
FEB 24 2009

TA Guerino suggested a future workshop take place once the Board of Selectmen review information to go into detail with information.

Town Meeting article for \$65,000 for recommendations to the Board of Selectmen
TA Guerino recommendations to bring to voters as separate Articles.

J. Conron **MOVED** and **SECONDED** by Selectman Ford to recommend to the Board of Selectmen an Article for \$65,000 to do Hydrogeologic Evaluation and Funding Programs Applications Assistance for Wastewater Project for Buzzards Bay. **VOTE 4-0.**

TA Guerino noted taking another look at the Bouchard money.

National Marine Life Center request extension of Sewer Connection Permit
J. Ford **MOVED** and **SECONDED** by J. Conron to grant one-year extension of sewer connection permit for National Marine Life Center. **VOTE 4-0.**

Set final sewer rates

Defer to next week to review documentation.

Total rate for the year is \$699.00, an increase of about \$119.00.

Other business

None

Adjournment

Selectman Ford **MOVED** and **SECONDED** by Selectman Conron to adjourn. Meeting adjourned at 7:15 pm. **UNANIMOUS VOTE.**

Respectfully submitted - Lisa Groezinger, sec.

Board of Sewer Commissioners
Executive Session Minutes
February 24, 2009

2009 AUG 14 AM 9 40
TOWN CLERK'S OFFICE
WAREHAM, MASS.

Attendance:

Town Administrator Thomas M. Guerino

Stephen F. Mealy, Excused

Judith W. Conron, Vice-Chairman

John A. Ford, Jr.

Jamie J. Sloniecki

Mary Meli

Meeting Called to Order

Meeting called to order at 6:00 P.M.

During public session a **MOTION** was made to enter into executive session to discuss contracts and the Intermunicipal Agreement with the Town of Wareham, and to invite Mr. Tribou to attend the session. The motion was **SECONDED** by Mr. Ford and upon a roll call vote the following agreed to the Executive Session. Ms. Meli – Yes; Ms. Conron – YES; Mr. Ford; YES; Chairman Sloniecki – YES. (Mr. Mealy was excused).

Mr. Guerino provided the Board with some background information regarding problems in getting the discussions moving with the Town of Wareham. Mr. Sloniecki and Mr. Tribou more detailed timelines and problems within the negotiation process, which began in the summer of 2008. Concern was raised that Mr. Potter, Chairman of the Board of Selectmen in Wareham, was not seeking re-election and has been the most active member of the Wareham Board related to the IMA. Additional discussion encompassed the Weston & Sampson Contract relating to study of the IMA formulas. It was thought that a joint meeting of the Board might be a good idea once Weston & Sampson have completed the contracted tasks.

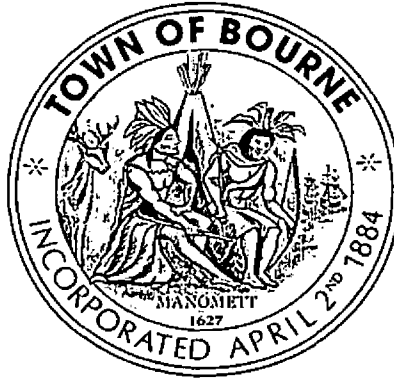
It was noted by the Chairman that the delays in finalizing a new agreement have not been as a result of the Town of Bourne not attempting to move aggressively. The Town of Wareham has had issues outside the scope of the IMA, thus the IMA has not been in the forefront in Wareham for several months.

A **MOTION** was made to exit the Executive Session by Mr. Ford and Seconded by Ms. Conron. A roll call vote ensued: Ms. Meli – YES; Ms. Conron – YES; Mr. Ford – YES
Chairman Sloniecki – YES.

Meeting adjourned at 7:08 P.M.

Respectfully submitted,

Thomas M. Guerino
Town Administrator



BOARD OF SEWER COMMISSIONERS

DATE

Tuesday
March 3, 2009

TIME

6:45 p.m.

LOCATION

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

AGENDA

1. Review and take action on Inter-municipal Agreement
2. Establish sewer use rates.
3. Other Commissioners Business
4. Adjourn

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TOWN CLERK'S OFFICE
BOURNE, MASS.

2009 APR 2 PM 3 58
Sewer Commissioners Minutes – March 3, 2009
Bourne's Veteran's Memorial Community Center
239 Main Street, Buzzards Bay, MA 02532

TOWN CLERK'S OFFICE *****

Attendance

Thomas M. Guerino, Town Administrator

Jamie J. Sloniecki, Chairman

Judith W. Conron, Vice Chairman

John A. Ford, Jr.

Stephen F. Mealy (excused)

Mary Meli

Meeting Called to Order

Meeting called to order at 6:45 pm.

Review and take action on Inter-municipal Agreement

J. Conron **MOVED** and **SECONDED** by M. Meli the Sewer Commissioners approve the Amendment to the Agreement for Wastewater Collection, Treatment and Disposal between the Town of Wareham and the Town of Bourne to extend for one-year, retroactive to January 24, 2009. **VOTE 4-0.**

Establish sewer use rates

George Tribeau quoted Wareham's annual increasing operating charges to Bourne with an estimated amount for 2010 of \$275,000. The budget is being driven by Wareham. Debt service USDA note has been in place for 3 years for a total of 20 years.

J. Ford and J. Conron request a fact sheet sent to Wareham to show where the money is going and put to vote. TA Guerino will move forward and include a notice of hearing (5:00 pm) to discuss issues with regard to Wareham holding rates where they currently are.

J. Conron **MOVED** and **SECONDED** by M. Meli to set the rate as \$699 per user for FY 2009. **VOTE 4-0.**

J. Conron **MOVED** and **SECONDED** by J. Ford to conduct a public hearing within thirty (30) days from the billing date for the purpose to explain how rates are set, and to include a fact sheet sent to Wareham. **VOTE 4-0**

Approval of Minutes

Deferred to next week before the Selectmen's meeting.

Other business

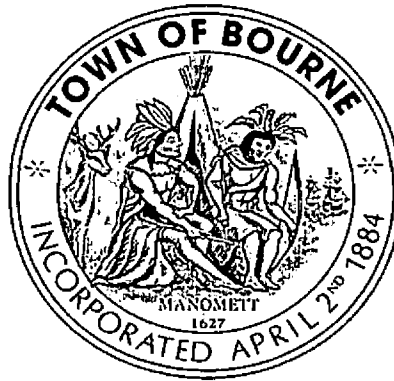
None

Adjournment

J. Cornon **MOVED** and **SECONDED** by J. Ford to adjourn. Meeting adjourned at 7:20 pm. **UNANIMOUS VOTE.**

J. Cornon **MOVED** and **SECONDED** by J. Ford to a brief recess before beginning the regular Board of Selectmen's meeting. **UNANIMOUS VOTE.**

Respectfully submitted - Lisa Groezinger, sec.



2009 MAR 6 PM 2 20
TOWN CLERK'S OFFICE
BOURNE, MASS

BOARD OF SEWER COMMISSIONERS

DATE

Tuesday
March 10, 2009

TIME

6:55 p.m.

LOCATION

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

1. Approval of Executive & Regular Minutes of February 24, 2009.
2. Other Commissioners Business
3. Adjourn

Sewer Commissioners Minutes – March 10, 2009
Bourne's Veteran's Memorial Community Center
239 Main Street, Buzzards Bay, MA 02532

Attendance

Thomas M. Guerino, Town Administrator

Jamie J. Sloniecki, Chairman

Judith W. Conron, Vice Chairman

John A. Ford, Jr.

Stephen F. Mealy

Mary Meli

Meeting Called to Order

Meeting called to order at 6:45 pm.

J. Conron **MOVED** and **SECONDED** by M. Meli to approve minutes of February 24, 2009 as written. **VOTE 4-0-1** with one abstention from S. Mealy.

J. Conron **MOVED** and **SECONDED** by M. Meli to approve and release Executive Session dated February 24, 2009 as written. **VOTE 4-0-1** with one abstention from S. Mealy.

Other business

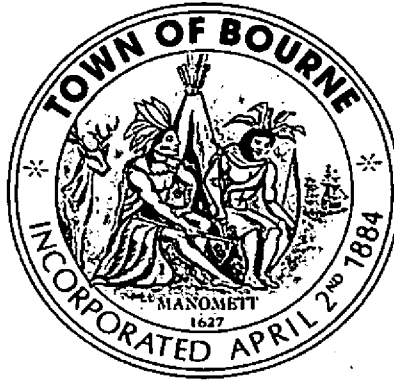
None

Adjournment

Selectman Ford **MOVED** and **SECONDED** by Selectman Mealy to adjourn Meeting adjourned at 7:00 pm. **UNANIMOUS VOTE.**

Respectfully submitted - Lisa Groezinger, sec.

2009 APR 6 PM 1 04
TOWN CLERK'S OFFICE
BOURNE, MASS



BOARD OF SEWER COMMISSIONERS

2009 MAR 27 PM 1 20
TOWN CLERK'S OFFICE
BOURNE, MASS.

DATE

**Tuesday
March 31, 2009**

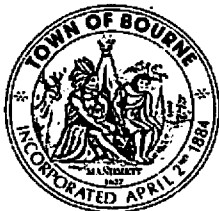
TIME

6:00 p.m.

LOCATION

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

- 1. Approval of Regular Minutes of March 3 & 10, 2009.**
- 2. Discussion of Sewer Rates**
- 3. Other Commissioners Business**
- 4. Adjourn**



**Board of Selectmen
Meeting Notice
AMENDED**



Sewer Commissioners @ 6PM to answer question on sewer rates

Date
Tuesday
March 31, 2009

Time
7:00p.m.

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

7:00 – 7:15 (Items 1-4) Call to order

1. Moment of Silence for our Troops
2. Salute the Flag
3. Recognition of Paul Jackman as Upper Cape Cod Regional Technical School Student of the Year
4. Approval of Minutes
5. Public Comment – Non-Agenda Items
6. Correspondence
7. Licenses/Permits
 - a. Farmers Market
8. Appointment:
 - a. Recreation Committee – Robert Horne
9. Buzzards Bay Vitalization Association/National Marine Life Center project update
10. Efficiency/Operations Committee Charge/Discussion of draft
11. Selectmen's Compensation Policy – regarding adoption
12. Town Administrator's Report
13. Other Selectmen's business
14. Adjourn

2009 MAR 31 PM 2 33
TOWN CLERK'S OFFICE
BOURNE, MASS

**Sewer Commissioner's Minutes – March 31, 2009
Bourne's Veteran's Memorial Community Center
239 Main Street, Buzzards Bay, MA 02532**

Attendance

Thomas M. Guerino, Town Administrator

Jamie J. Sloniecki, Chairman

Judith W. Conron

John A. Ford, Jr.

Stephen F. Mealy

Mary Meli

Meeting Called to Order

Meeting called to order at 6:00 pm.

Approval of Minutes

J. Conron **MOVED** and **SECONDED** by M. Meli to approve minutes of March 3, 2009 as amended. **VOTE 4-0-1** with abstention from S. Mealy.

J. Conron **MOVED** and **SECONDED** by J. Ford to approve minutes of March 10, 2009 as submitted. **VOTE 5-0.**

Discussion of Sewer Rates

In 2008, the Board of Sewer Commissioner's instructed TA Guerino and George Tribou to renegotiate the IMA to discover why rates are rising. Both Boards from Bourne and Wareham agreed to hire a third-party consultant (engineer) to recommend changes to the Intermunicipal Agreement (IMA).

Once engineer makes recommendations, the Sewer Commissioner's will be able to move forward.

FY09 Sewer Budget sheet reviewed (a copy of which is attached hereto).

Direct cost to Wareham [53% of budget] – sewer operations, Capital charge (upgrades)
Direct cost to Bourne [29% of budget] – salary & wages, reserve fund and operating cost
Administration fees [18% of budget] – liability insurance, postage & copying, etc.

Revenues – sewer betterment receipts and sewer overage estimate

Outsourcing discussed for salary & wages and will be looked into as costs rise. Sewer rate is a fee based enterprise fund.

Public Comment

Hideaway Village residents commented on sewer rates and overages. (John Turren and Sean Silva).

TOWN CLERK'S OFFICE
BOURNE, MASS.

2009 FEB 18 11:10 AM

Neal Angelo (Taylor's Point) suggested a town audit. TA Guerino noted a forensic audit is expensive and town is not ready at this time.

Chm. Sloniecki commented on the IMA one-year extension, and that the Board will to continue to work with Wareham.

TA Guerino asked residents to call his office to discuss bills and costs.

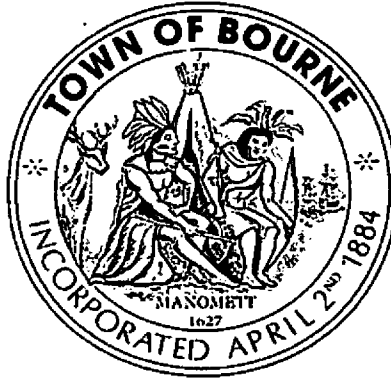
Other Business

None

Adjournment

S. Mealy **MOVED** and **SECONDED** by J. Ford to adjourn. Meeting adjourned at 7:10 pm. **UNANIMOUS VOTE.**

Respectfully submitted - Lisa Groezinger, sec.



BOARD OF SEWER COMMISSIONERS

DATE

**Tuesday
July 28, 2009**

TIME

6:30 p.m.

LOCATION

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

- 1. Approval of Regular Minutes of March 31 2009.**
- 2. Discussion of IMA Weston and Sampson report progress**
- 3. Update on rate collections for Sewer user fees**
- 4. Other Commissioners Business**
- 5. Adjourn**

2009 JUL 24 PM 12 54
TOWN CLERK'S OFFICE
EDMUND ST. BUREAU

Sewer Commissioners' Minutes – July 28, 2009
Bourne Veterans Memorial Community Center
Buzzards Bay, MA 02532

Attendance

TA Guerino, Town Administrator

Jamie Sloniecki, Chairman

Mary Meli, Vice Chairman

Stephen F. Mealy

John Ford

Don Pickard

Meeting called to order

6:30 pm

Approval of minutes

S. Mealy **moved** and **seconded** by J. Ford to approve minutes of March 31, 2009 as submitted.

Vote 4-0-1 with abstention from D. Pickard.

Discussion of IMA

Functionally complete on 90% of items – waiting for a piece from the Town of Wareham. Chairman of the Sewer's, Weston and Sampson, TA Guerino and Mr. Tribou and possibly Mr. Leitzel will meet on August 4, 2009 for preliminary review of the findings. A possible joint meeting with Wareham would be the next step to hear the report from Weston and Sampson. Weston and Sampson have been compensated for work that has been completed (\$16,000).

Town of Wareham forwarded a check of \$8,000 prior to the end of the fiscal year.

Update on rate collections for sewer user fees

Charging and method of billing at Hideaway Village to continue unless there is a discrepancy of delinquencies as opposed to the rest of the other part of the District in Buzzards Bay.

Foreclosure properties add to the delinquencies that are outstanding (19% - almost \$29,000), but the fees are within the realm of normalcy.

TA Guerino recommends the Sewer Commissioners continue the method of billing for the past two (2) or three (3) years.

TA Guerino will submit monthly delinquencies to the Sewer Commissioners.

Reorganization of Sewer Commissioners

J. Ford **nominated** J. Sloniecki as Chairman and **seconded** by S. Mealy. **Vote 5-0.**

J. Ford **moved** and **seconded** by S. Mealy to appoint J. Sloniecki as Chairman. **Vote 5-0.**

SEWER COMMISSIONERS
Bourne, MA
JUL 28 2009
2010 FEB 18 PM 10 48

J. Ford **nominated** M. Meli as Vice Chairman and **seconded** by D. Pickard. **Vote 5-0.**
J. Ford **moved** and **seconded** by S. Mealy to appoint M. Meli as Vice Chairman.
Vote 5-0.

Other business

None at this time.

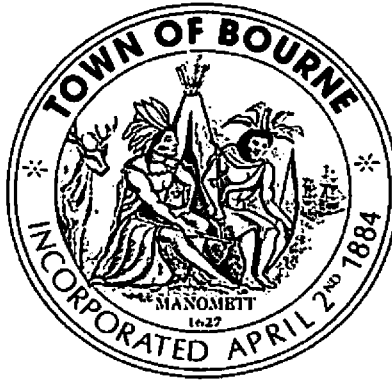
Adjournment

J. Ford moved and seconded by S. Mealy to adjourn. Meeting adjourned at 6:40 pm.
Unanimous vote.

Respectfully submitted - Lisa Groezinger

2009 SEP 4 PM 2 26

TOWN CLERK'S OFFICE
Bourne, MA



BOARD OF SEWER COMMISSIONERS

DATE

**Tuesday
September 8, 2009**

TIME

6:00 p.m.

LOCATION

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

- 1. Presentation regarding Upper Cape Wastewater initiative
Mr. Ray Jack – Public Works Supt. – Falmouth, MA**
- 2. IMA discussion and update**
- 3. Establish Sewer Rates for FY2010**
- 4. Other business**

**Sewer Commissioners Minutes – September 8, 2009
Bourne's Veteran's Memorial Community Center
239 Main Street, Buzzards Bay, MA 02532**

Attendance

Thomas M. Guerino, Town Administrator

Jamie Sloniecki, Chairman

Mary Meli, Vice Chairman

Stephan Mealy

John Ford

Don Pickard

Meeting called to order

6:00 pm

Presentation re: Upper Cape Wastewater initiative (Mr. Ray Jack)

Falmouth has to entertain discussion and not decided what force of action. Costs are about \$250M to build plant and a range totaling an approximately \$650M. Plant intended to be built in phases.

Falmouth is looking to regionalize four (4) contiguous communities (Mashpee, Sandwich, Bourne, Falmouth and MMR) for the most efficient sewer system for the best environmental impact, lowest cost and most efficient green wastewater facility on the Cape.

Two issues the communities will need to address: 1) build a facility; and 2) need to dispose of wastewater.

Falmouth expects to finalize the Memorandum of Understanding (MOU) by the end of October, 2009. When Falmouth submits MOU to the State, period of several months before a response is received. Once State given knowledge to accept plan, Falmouth will be able to move forward.

Currently, Mashpee approved non-binding MOU. Sandwich is interested. MMR has a business interest.

MMR wants to deal with one entity.

Shared liability vs. single municipal liability – TA Guerino would like to speak with Town Counsel moving forward.

He also stated that two areas are high impact, Bourne would need to begin to study what is needed to pipe to the MMR. It is not clear where the town would start given what Tighe & Bond results. If the Sewer Commissioners study area needed to be done, the town would have to undertake a needs assessment before jumping on board at their cost.

There is a degree of technical risk at a treatment plant. TA Guerino stated Eel pond, Red Book Harbor areas were borderline at best, but need to complete contract before Bourne can re-contract with UMass.

Stephan Mealy suggested Falmouth set up some type of governing council, where boards can meet to discuss.

Falmouth has been working approximately 15 months on the Wastewater initiative, and expended approximately \$1.3M on the study side.

TA Guerino recommends the Sewer Commissioners move wastewater initiative forward to the next phase.

S. Mealy **moved** and **seconded** by M. Meli to accept and endorse Memorandum of Understanding as referenced by the Sewer Commissioners and as originally adopted dated June 26, 2009, and to work with Falmouth and other towns in developing a plan within several months to report back to the public. **Vote 5-0.**

Jim Mulvey raised concerns of the facility.

TA Guerino will have a copy of the MOU available for the Sewer Commissioners' signatures.

IMA discussion and update

J. Sloniecki handed out paperwork looking to discuss further in the future.

Establish sewer rates for FY2010

S. Mealy **moved** and **seconded** by M. Meli to accept budget as presented and to adopt a \$699 per unit sewer charge. **Vote 5-0.**

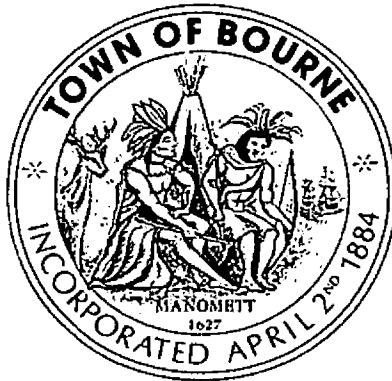
Other business

None.

Adjournment

J. Ford **moved** and **seconded** by S. Mealy to adjourn. **Unanimous vote.** Meeting adjourned at 7:09 pm.

Respectfully submitted - Lisa Groezinger, sec.



BOARD OF SEWER COMMISSIONERS

2009 NOV 6 PM 1 56
TOWN CLERK'S OFFICE
BOURNE, MASS

DATE

Tuesday
November 10, 2009

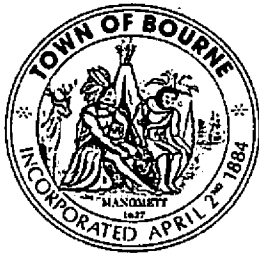
TIME

6:45 p.m.

LOCATION

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

1. Call to Order
2. Approve Minutes: 7/28/09 & 9/8/09
3. Correspondence:
 - a. USDA
4. IMA update
5. Other business



Board of Selectmen Meeting Notice AMENDED



BOARD OF SEWER COMMISSIONERS 6:45 P.M.

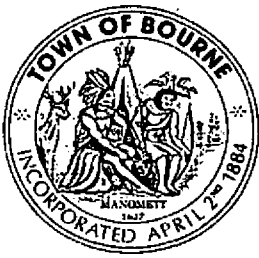
<u>Date</u>	<u>Time</u>	<u>Location</u>
Tuesday November 10, 2009	7:00p.m.	Bourne Veterans Memorial Community Center 239 Main Street, Buzzards Bay

7:00 – 7:15 (Items 1-5) Call to order

1. Moment of Silence for our Troops
2. Salute the Flag
3. Public Comment – Non-Agenda Items
4. Approval of Minutes: 11.3.09; Executive Minutes – 11.3.09
5. Correspondence
6. Brief Introduction overview Presentation by Ameri-Corp (Gabe 508-887-6032)
7. Licenses/Permits:
 - a. A.L.S. Annual Cliff Walk
 - b. Chamber of Commerce – Concerts in the Park 2010
8. Bourne Energy Committee – update and recommendations for use of MTC grant funding of \$29,000.00
9. Town Administrators Report
9. Other Selectmen's business:
 - a. Call Emergency Special Town Meeting for November 30, 2009
11. Adjourn

BOURNE, MASS.
TOWN CLERK'S OFFICE

2009 NOV 6 PM 1 03



Board of Selectmen Meeting Notice



BOARD OF SEWER COMMISSIONERS 6:45 P.M.

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 - a. A.L.S. Annual Cliff Walk
 - b. Chamber of Commerce – Concerts in the Park 2010
8. Bourne Energy Committee – update and recommendations for use of MTC grant funding of \$29,000.00
9. Town Administrators Report
10. Other Selectmen's business
11. Adjourn

2009 NOV 9 PM 1 56
TOWN CLERK'S OFFICE
BOURNE, MASS.

**Sewer Commissioner Meeting Minutes – November 10, 2009
Bourne's Veteran's Memorial Community Center
239 Main Street, Buzzards Bay, MA 02532**

Attendance

Thomas M. Guerino, Town Administrator

Jamie Sloniecki, Chairman

John A. Ford, Jr.

Mary Meli

Stephen F. Mealy

Don Pickard

Meeting called to order

7:00 pm

Approval of minutes

J. Ford **moved** and **seconded** by S. Mealy to approve minutes of July 28, 2009 as submitted.

Vote 5-0.

S. Mealy **moved** and **seconded** by J. Ford to approve minutes of September 8, 2009 as submitted.

Vote 5-0.

IMA discussion and update

TA Guerino explained that earlier in the year the Department of Agriculture had ruled Bourne was not going to be eligible for funding. In the past, Buzzards Bay District was regarded as a single entity. It is now being viewed as part of the Bourne community.

Chm. Sloniecki stated TA Guerino, George Tribeau and Mike Leitzel will attend a joint meeting on November 16, 2009 with counterparts regarding the IMA.

Wareham may ask for some of flow Bourne is not using to bring Bourne's gallons/day to 200,000. TA Guerino stated that Bourne is not in the position to give up gallonage.

Chm. Sloniecki will raise specific issues of the IMA:

- Remove entire Section 5.9 of the IMA re: critical needs
- Overtime re: pump stations - Bourne has been paying for pumping stations that the town is not tied into
- Remove entire section of Formulas – as formulas do work

Chm. Sloniecki will bring back a full synopsis of said meeting and forward to Sewer Commissioners for review.

Adjournment

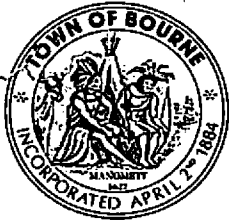
S. Mealy **moved** and **seconded** by D. Pickard to adjourn. **Unanimous vote:** Meeting adjourned at 7:20 pm.

Respectfully submitted - Lisa Groezinger, sec.

TOWN CLERK'S OFFICE

2010 FEB 18 AM 10 48

Shore + Harbor



TOWN OF BOURNE

Shore & Harbor Committee

**24 Perry Avenue
Buzzards Bay, MA 02532**



Charles Miller, Chairman
Richard Libin, Vice Chairman
Charles Perry, Clerk
David Wiggin
David Crane
Hunter Scott
Paul Bushueff

MEETING NOTICE

The Shore and Harbor Committee will hold a public Meeting on Thursday,
January 15, 2009 at 7PM at Bourne Middle School, Room 100.

1. Minutes of previous meeting (12/11/08)
2. Public comment
3. Harbormaster comments/discussion
4. Continue discussion of Barlow's Landing facility
5. Dredging needs list
6. Any other business

Residents are welcome and encouraged to attend our meetings.

Charles Miller
Chairman

cc: Town Clerk, Board of Selectmen, Harbormaster, Conservation Commission,
Engineering, Committee Members, Town Planner, Finance Committee

2009 JAN 7 PM 2 11
TOWN CLERK'S OFFICE
BOURNE, MASS

2010 APR 16 PM 3
TOWN CLERK'S OFF
BOULDER, CO

Shore + Harbor Comm.

MINUTES OF JANUARY 15, 2009

(As submitted by C. Perry.)

R. Libben opens at 7:05

D. Wiggin makes motion to table minutes to next meeting
Second Paul Busheff

Discussion Harbormaster---not present

Discussion Barlows Landing bid package

Two phases 1. Repair dock

2. Ramp expansion and rock removal

Paul B. more discussion needed before we finalize how to proceed
with Barlows Landing

David Wiggin more discussion by SHComm of how to repair dock

Charlie Miller takes chair 7:26

C.M. gives report on Capital outlay

Miller brought up engineering plans for Monument Beach...more
discussion...

Discussion resumes about Barlows Landing pier

C.Miller states study should include ramp, jetty, dinghy dock, and
that the rocks along pier have to come out. States he has done a lot
of research on B.L. pier and that the dinghy dock should be part of
the bid and we need to have engineering done.

D. Wiggin and Paul B. thought the town was going to avoid engineering costs by using a competent masonry firm.

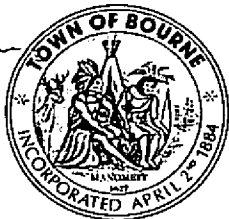
R.Libben motion second by Dave W. "that we go forward with plan written by subcommittee" passes unanimous.

C. Miller reads email

Public comment: J. Mulvey talks about B.L. pier.

Motion to adjourn C.Perry second D. Wiggin. Next meeting 2/26/09

2010 APR 16 PM 3 18
TOWN CLERK'S OFFICE
BOUVERIE MASS



TOWN OF BOURNE

Shore & Harbor Committee

**24 Perry Avenue
Buzzards Bay, MA 02532**



Charles Miller, Chairman
Richard Libin, Vice Chairman
Charles Perry, Clerk
David Wiggin
David Crane
Hunter Scott
Paul Bushueff

MEETING NOTICE

The Shore and Harbor Committee will hold a public Meeting on Thursday,
February 12, 2009 at 7:00 pm at the Bourne Middle School, Room 100

1. Minutes of previous meeting December 11, 2008 and January 15, 2009
2. Dredging needs list updates and re-visit priorities.
3. Cohasset narrows dredge
4. Public comment
- 5 Any other business that may come legally before the Committee.

Residents are welcome and encouraged to attend our meetings.

Richard F. Libin
Vice Chairman

cc: Town Clerk, Board of Selectmen, Harbormaster, Conservation Commission,
Engineering, Committee Members, Town Planner, Finance Committee

2009 JUN 27 PM 3 26
TOWN CLERKS OFFICE
BOURNE, MASS.

Shore & Harbor Committee's Minutes
Thursday February 12, 2009
Bourne Middle School Room 100
Bourne, MA 02532

Attendance:

Richard Libin, Vice Chairman; Charles Perry, Clerk; David Wiggin; Paul Bushueff; Hunter Scott and David Crane

Charles Miller, Chairman excused on Vacation

Guests: Jim Mulvey, Bob Schofield

Members of the Press: David Fonseca, Bourne Enterprise

Meeting called to order at 7:05 pm.

Approval of minutes

Minutes of previous meeting December 11, 2008 were read and accepted

A Motion by P. Bushueff **MOVED** and **SECONDED** by D. Wiggin to approve minutes of December 11, 2008 **VOTE 4-0-2** Richard Libin and Charles Perry abstained .

Dredging needs list updates and re-visit priorities. A decision on the upcoming projects. and if we had a needed to update or change our current list of priorities it was agreed that the current list is still in good standings and we should follow our current direction for dredging

Cohasset Narrows dredge and update on project look like it moving faster now and the Army Corps of Engineers is working its water studies

Other business:

David Crane and Paul Bushueff: Presented a proposal of adding a dingy dock/loading ramp at Monument Beach at the end of the Boat Ramp to enable dingy's to be tied off on one side and to assist boaters at the end of the ramp along with and having a landing to use for the handy cap boating program Bourne Community Boating Program Paul Bushueff explained the importance's of having a dock/ramp able to handle a wheel chair the decision was more on how it was to be secured and that Parkers boat yard helped with the design and if it made more since to use the current public dock at the end of the pier which could handle a wheel chair and would be more handy cap accessibility which would enable all handy cap citizens to use it.

A decision was held and it was felt that maybe we should look at other areas and get some ideas other than just Monument Beach for handy cap accessibility so accessibility becomes town wide not just in one area

2009 JUL 13 PM 10 51

Next meeting should be held at Monument Beach boat ramp to survey the site and see what obstacles' we may face my putting a dock at the end of the ramp and how to secure that dock look at the pier and public dock and see if it would be a better option

Also a we would look at the pier structure at Barlows Landing and get some ideas on how to proceed we would extend an invitation to both B. Mullaney Conservation Agent and Mike Leitzel Engineering Department for their options on both projects

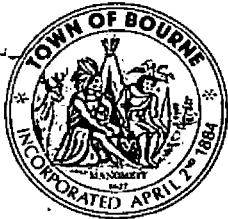
Next meeting field trip was set for March 12, 2009 @ 4:00 PM Monument Beach and then we would move meeting to Barlows Landing pier

A motion to adjourn:

By C. Perry **MOVED** and **SECONDED** by D. Wiggin to adjourn. Meeting adjourned at 8:15pm. **UNANIMOUS VOTE.**

Respectfully Submitted

Richard F. Libin
Vice Chairman



TOWN OF BOURNE

Shore & Harbor Committee

**24 Perry Avenue
Buzzards Bay, MA 02532**



CLERK'S OFFICE
BOURNE, MASS.

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Charles Miller, Chairman
Richard Libin, Vice Chairman
Charles Perry, Clerk
David Wiggan
David Crane
Hunter Scott
Paul Bushueff

MEETING NOTICE

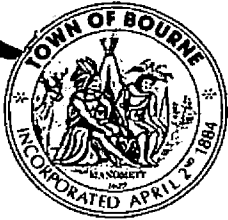
The Shore and Harbor Committee will hold a public Meeting on Thursday,
March 12, 2009 at 4:00 pm at Monument Beach

1. Field trip to look at Ramps and Docks for handicap accessibility ideas at both Monument Beach and Barlows Landing;
2. Review progress of pier repair at Barlows Landing

Residents are welcome and encouraged to attend our meetings.

Richard F. Libin
Vice Chairman

cc: Town Clerk, Board of Selectmen, Harbormaster, Conservation Commission,
Engineering, Committee Members, Town Planner, Finance Committee



TOWN OF BOURNE Shore & Harbor Committee

**24 Perry Avenue
Buzzards Bay, MA 02532**



Charles Miller, Chairman
Richard Libin, Vice Chairman
Charles Perry, Clerk
David Wiggin
David Crane
Hunter Scott
Paul Bushueff

MEETING NOTICE

The Shore and Harbor Committee will hold a public Meeting on Thursday,
April 9, 2009 at 7:00 pm at Bourne Middle School, Room 100

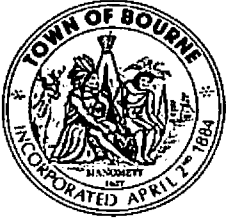
1. Mike Leitzel Town of Bourne Engineering Department & Norm Hayes from BSC to update committee on progress of Marina Reconfiguration plan for Monument Beach and Hen Cove, Barlows Landing Dredging projects
2. Mike Leitzel Town of Bourne Engineering Department on Barlows Landing Pier repair Progress
3. Dredging of Cohasset Narrows
4. Review of the March 9, 2009 Field trip to look at Ramps and Docks at both Monument Beach and Barlows Landing for Repair and handicap accessibility ideas
5. Tim Mullen Harbor Master Town Of Bourne on Proposed modifications to Bourne Wetland Regulation 1.00
6. Minutes (January, February 12, 2009 and March 12, 2009)
7. New Business
8. Public Comment

Citizens are welcome and encouraged to attend our meetings.

Richard F. Libin
Vice Chairman

cc: Town Clerk, Board of Selectmen, Harbormaster, Conservation Commission,
Engineering, Committee Members, Town Planner, Finance Committee

BOURNE, MASS
TOWN CLERK'S OFFICE
2009 APR 6 PM 8 42



TOWN OF BOURNE Shore & Harbor Committee

**24 Perry Avenue
Buzzards Bay, MA 02532**



Charles Miller, Chairman
Richard Libin, Vice Chairman
Charles Perry, Clerk
David Wiggin
David Crane
Hunter Scott
Paul Bushueff

MEETING NOTICE

The Shore and Harbor Committee will hold a public Meeting on Thursday,
May 21, 2009 at 7:00 pm at Bourne Middle School, Room 100

1. Review the minutes of January 15, February 12, March 12 and April 9 of 2009
2. Public comments
3. Subcommittee comments concerning Monument Beach (Paul Bushueff and Charles Miller), Barlow's Landing (Richard Libin and Charles Perry) and Hen Cove (David Wiggin and Hunter Scott)
4. Discuss possible Pocasset River dredging as requested by Barlow's Boat Yard (re; handout at last meeting)
5. Any information or comments by Harbor Master
6. Topics to include for the next meeting's agenda
7. Any other business that may come before the Committee
8. New business

Citizens are welcome and encouraged to attend our meetings.

Charles Miller
Chairman

cc: Town Clerk, Board of Selectmen, Harbormaster, Conservation Commission,
Engineering, Committee Members, Town Planner, Finance Committee

BOURNE, MASS.
TOWN CLERK'S OFFICE
2009 MAY 18 PM 8 45

Shore & Harbor Committee's Minutes
May 21, 2009
Bourne Middle School
Bourne, MA 02532

Attendance: Charles Miller, Chairman; Richard Libin, Vice Chairman (excused); Charles Perry, Clerk; David Wiggin; Paul Bushueff; Hunter Scott and David Crane

Guests: Tom Guerino, Town Administrator; Tim Mullen, Harbormaster

Members of the Press: Paul Gately, Bourne Courier

Meeting called to order at 7:05 pm.

Approval of minutes

P. Bushueff **MOVED** and **SECONDED** by D. Wiggin to approve minutes of January 15, 2009 as amended. **VOTE 6-0.**

P. Bushueff **MOVED** and **SECONDED** by D. Crane to approve minutes of March 12, 2009 as submitted. **VOTE 6-0.**

P. Bushueff **MOVED** and **SECONDED** by D. Wiggin to approve minutes of April 9, 2009 as submitted. **VOTE 7-0.**

February 12, 2009 will be tabled to the next meeting.

Public comments

None at this time.

Subcommittee comments re: Mo Beach (PB & CM), Barlow's Landing (RL, CP) and Hen Cove (DW & HS)

Monument Beach – Reconfiguration Plan with expansion permitted by Conservation Commission with stipulation of shellfish survey conducted.

Chm. Miller briefly reviewed Plan to the committee members. The Town never approved funds to expand the pier. TA Guerino explained that any expansion would need a Town Meeting vote. The permit will save the town money with engineering as a blanket permit over the years.

P. Bushueff **MOVED** and **SECONDED** by D. Wiggin to approve plans as submitted to Conservation Committee to get permitting, reserving the right for Shore & Harbor Committee to view any proposed modification detail for marine expansion. **VOTE 6-0.**

Barlow's Landing - reviewed by John Curry and is ready to perform work (estimated cost of less than \$25,000). TA Guerino recommends Article for future Town Meeting for actual work to reallocate for purpose. TA Guerino will report total of money for the next meeting. Shore & Harbor had not discussed or approved pier extension.

Hen Cove –waiting to hear about the work (estimated cost \$250,000). Dredging extended.

Discuss possible Pocasset River dredging as requested by Barlow's Boat Yard

Chm. Miller discussed possible dredging to consider in the future. The mouth of the river at low tide is about 4 feet or less as stated by Boatyard. It was suggested taking a patrol boat at low tide to check depth. TA Guerino will get an estimate for a sounding survey.

Any information or comments by Harbormaster

Army Corps of Engineers conducting soil testing at Cohasset Chanel, but no results to date.

Topics to include for next meeting's agenda

Pocasset River

Barlow's River discussion

Modifying dock rigs

It was suggested two (2) representatives (Chm. Miller, D. Wiggin and C. Perry) from SHC to go to the June 18, 2009 ConCom meeting.

Next meeting – June 11, 2009 @ 7:00 pm at the Bourne Middle School, Room 100.

Chm. Miller will ask M. Leitzel to call BSC on sounding survey cost.

Other business

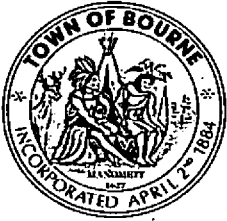
TA Guerino requested the Shore & Harbor Committee meet before the Board of Selectmen to discuss future committee plans. SHC will discuss at their next meeting.

Adjournment

C. Perry **MOVED** and **SECONDED** by D. Wiggin to adjourn. Meeting adjourned at 8:05 pm.
UNANIMOUS VOTE.

Respectfully submitted,

Lisa Groezinger, sec.



TOWN OF BOURNE

Shore & Harbor Committee

**24 Perry Avenue
Buzzards Bay, MA 02532**



Charles Miller, Chairman
Richard Libin, Vice Chairman
Charles Perry, Clerk
David Wiggin
David Crane
Hunter Scott
Paul Bushueff

MEETING NOTICE

The Shore and Harbor Committee will hold a public Meeting on Thursday,
June 11, 2009 at 7:00 pm at Bourne Middle School, Room 100

1. Review the minutes of February 12 and May 21, 2009
2. Public comments, non-agenda items
3. Subcommittee comments concerning Monument Beach, Barlow's Landing or Hens Cove projects
4. Any information or comments by Harbor Master
5. Discussion of topics or accomplishments in this fiscal year for:
 - a. The Annual Town Report
 - b. Presentation to Selectmen
6. Any other business that may come before the Committee.

Citizens are welcome and encouraged to attend our meetings.

Charles Miller
Chairman

cc: Town Clerk, Board of Selectmen, Harbormaster, Conservation Commission,
Engineering, Committee Members, Town Planner, Finance Committee

2009 JUN 4 PM 1 54
TOWN CLERK'S OFFICE
BOURNE, MASS

Shore & Harbor Committee's Minutes

June 11, 2009

Bourne Middle School

Bourne, MA 02532

Attendance: Charles Miller, Chairman; Richard Libin, Vice Chairman; Charles Perry (excused), Clerk; David Wiggin; Paul Bushueff; Hunter Scott and David Crane (excused)

Guests: Tim Mullen, Harbormaster

Meeting called to order at 7:05 pm.

Approval of minutes

H. Scott **moved** and **seconded** by D. Wiggin to approve minutes of February 12, 2009 as amended. **Vote 3-0-1** with abstention from C. Miller.

H. Scott **moved** and **seconded** by D. Wiggin to approve minutes of May 21, 2009 as amended. **Vote 4-0-1** with abstention from R. Libin.

Public comments

None at this time.

Subcommittee comments re: Monument Beach, Barlow's Landing or Hens Cove projects Hen Cove

Federal approval received. Local and State approvals are pending.

Monument Beach

ConCom requesting shellfish survey to be completed on July 9, 2009. If expansion planned in the future, any shellfish found in immediate area will be harvested or harvested and relocated. Pier extension is the biggest hang-up as far as the comprehensive permit.

Barlow's Landing

Two-phase wharf work estimate by mason per Mike:

- Phase I - \$25,000 or less to remove black top
- Phase II - approximately \$6,000 usc cement to cure over winter Leitzel

Chm. Miller to obtain from Linda Marzelli all SHC Articles depicting funds available/funds spent for various projects involved in.

R. Libin will contact Mike Leitzel regarding wharf work to move forward. It was discussed that monies for engineering - \$35,000 sitting in an Article, plus \$75,000 in Article for dredging.

Any information or comments by Harbor Master

- Approximately \$200,000 in the Waterways fund for FY10 - Chm. Miller to make copies for the committee
- Army Corps of Engineers Buttermilk Bay report on soil and sand testing results - "fine sand"

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TOWN CLERK'S OFFICE
BOURNE, MA

Discussion of topics or accomplishments/Board of Selectmen presentation

Accomplishments:

- ConCom reports for various town owned facilities (P. Bushueff - action items on ramps for next phase)
- Upgraded fuel system at Taylor's Point Marina
- Progress on dredging of Barlow's Landing and Hen Cove

Ongoing:

- Continue maintenance on Town ramps
- Replace Facilities Building at Monument Beach (1998 plans reviewed) – P. Bushueff to discuss with ConCom agent
- Grant writing
- Cohasset Narrows
- Barlow's Landing

Other business

P. Bushueff **moved** and **seconded** by D. Wiggin to put Public Comment on the second item of the meeting. **Unanimous vote.**

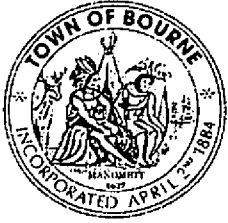
Next meeting – July 16, 2009 @ 7:00 pm – location TBD.

Adjournment

D. Wiggin **moved** and **seconded** by P. Bushueff to adjourn. Meeting adjourned at 8:35 pm. **Unanimous vote.**

Respectfully submitted,

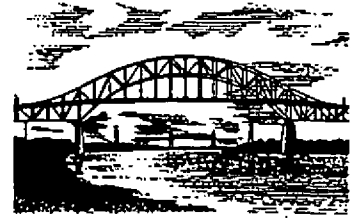
Lisa Groezinger, sec.



TOWN OF BOURNE

Shore & Harbor Committee

24 Perry Avenue
Buzzards Bay, MA 02532



Charles Miller, Chairman
Richard Libin, Vice Chairman
Charles Perry, Clerk
David Wiggin
David Crane
Hunter Scott
Paul Bushueff

MEETING NOTICE

The Shore and Harbor Committee will hold a public Meeting on Thursday,
July 16, 2009 at 7:00 pm at Bourne Town Hall, upper conference room

1. Review the minutes of June 11, 2009
2. Public comments, non-agenda items
3. Committee reorganization
4. Subcommittee comments concerning Monument Beach, Barlow's Landing or Hens Cove projects
5. Any information or comments by Harbor Master
6. Any other business that may come before the Committee

Citizens are welcome and encouraged to attend our meetings.

Charles Miller
Chairman

cc: Town Clerk, Board of Selectmen, Harbormaster, Conservation Commission,
Engineering, Committee Members, Town Planner, Finance Committee

2009 JUL 8 AM 9 06
TOWN CLERK'S OFFICE
Bourne, MA 02532

Shore & Harbor Committee's Minutes

July 16, 2009

Bourne Town Hall

Bourne, MA 02532

Attendance: Charles Miller, Chairman; Richard Libin, Vice Chairman; Charles Perry (excused), Clerk; David Wiggin; Paul Bushueff; Hunter Scott and David Crane

Guests: Jim Mulvey

Members of the Press: Paul Gately, Bourne Courier

Meeting called to order at 7:05 pm.

Approval of minutes

D. Wiggin **moved** and **seconded** by R. Libin to approve minutes of June 11, 2009 as submitted.

Vote 5-0-1 with abstention from D. Crane

Public comment – non agenda items

None at this time.

For informational purposes, Chm. Miller handed out Town Counsel ruling regarding Shore & Harbor Committee's authority in letter dated May 19, 2006. Chm. Miller noted that no where in said letter does it say the Shore & Harbor Committee advise anyone.

Fund Report

Chm. Miller requested from Tim Mullen a list of all Town Meeting Articles and the monies available. He also asked the total amount in the Waterways Funds.

Unexpended Funds

\$111,867 – dredging

\$ 34,938 – maintenance of boat ramps

\$ 10,064 – dinghy dock replacement

\$ 73,386 – dredging ramps and piers

\$ 75,000 - dredging

\$ 10,000 – survey facilities Barlows Landing

\$ 85,000 – dredging

\$400,257

Action Item - R. Libin will discuss with Mike Leitzel the restriction of Barlows pier.

BOURNE MASS
TOWN CLERK'S OFFICE
2009 SEP 30 PM 12 18

Committee Reorganization

Chairman

C. Miller **moved and seconded** by D. Wiggin to nominate Rich Libin as Chairman. **Unanimous vote.**

Vice Chair

H. Scott **moved and seconded** by C. Miller to nominate David Wiggin as Vice Chairman. **Unanimous vote.**

Clerk

H. Scott **moved and seconded** by D. Wiggin to nominate Paul Bushueff as Clerk. **Unanimous vote.**

Public Access - Department of Fish & Game Fishing & Boating Access

New Chm. Libin handed out facilities operations handbook. He noted the town's responsibility of public access would be to take care of the signs, rubbish and the ramp. The town cannot close ramp for more than 10 days without authorization from OFBA.

H. Scott raised point of the railroad bridge restricting height.

P. Bushueff believes the Town can carry open fees from one year to the next.

Normal maintenance vs. catastrophic maintenance.

Chm. Libin stated ramps are prefabricated. Pieces of ramp are fabricated on Bournedale Road, Bourne.

The OFBA will take responsibility of engineering, permitting and put the ramp in (major repair).

C. Miller questioned how the ramp would affect the beach, shellfish, etc.

Negative – OFBA will not put thousands of dollars into a ramp without public access/parking.

D. Wiggin - Would they establish the parking area?

The consensus of the committee is to have a representative from OFBA to come in and discuss.

H. Scott asked what is the impact of public vs. private? Funds to support and improve the Town's water access.

P. Bushueff – what is the impact if we don't have parking? Would the town need additional parking? If adequate parking a few times a year, how much impact?

D. Wiggin - does parking have to comply with existing ramps?

C. Miller – the town has very little public access.

Chm. Libin – recommended members look at website, get questions compiled and invite Doug Cameron to come in before the committee.

D. Wiggin – discuss parking at Monument Beach, Electric Avenue and Monk's Park.

P. Bushueff – may be able to help the town regarding the railroad bridge.

D. Wiggin **moved** and **seconded** C. Miller to pursue and arrange to have Doug Cameron, Asst. Director and Deputy Chief Engineer Department of Fish & Game Fishing & Boating Access to discuss possibility of public access of boat ramps at a meeting date to be determined.

Unanimous vote.

Other business

Next meeting – August 13, 2009 (or 8/27/09 pending Doug Cameron's availability) @ 7:00 pm – location TBD.

J. Mulvey – suggested having Planning Department get GIS chart of Electric Ave., Monk's Park and Monument Beach.

Town ramps – P. Bushueff handed out list of town ramps to the committee. P. Bushueff suggested having Doug Cameron view sites prior to meeting date.

C. Miller – at last Selectmen's meeting, under correspondence, there is some tax title property with two adjoining wetland lots with access (Selectmen said no public access). At the next dredging of Barlows Landing, if town got land, this could be used for beach nourishment and may be another access to the lot.

C. Miller - at another Selectmen's meeting, FEMA coming out with new flood zones, which will affect insurance, unless, get grandfathered by the existing flood plane layout.

Goals - committee look at the preliminary financials for the marinas, developing and dredging at Monk's Park, use of federal money for the town – call County to write grant (or town dept. heads), bringing in revenue for the town (excise tax).

Cohasset Narrows – next meeting agenda. Chm. Libin reported that the Coast Guard checked # 4 can is off by 27 yards. According to Coast Guard, they haven't touched the can in over a year. The channel is moving right towards Onset. (D. Wiggin – 2 or 3 years ago Coast Guard did move the can, and SHC believed they moved it to an improper location).

Fall Town Meeting – C. Miller stated if the committee has anything it would want to put in the form of an article in the Town Warrant, to consider deadlines.

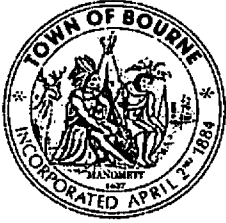
Next meeting agenda items – Doug Cameron, Cohasset Narrows,

Adjournment

D. Wiggin **moved** and **seconded** by D. Crane to adjourn. Meeting adjourned at 8:40 pm.

Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.



TOWN OF BOURNE

Shore & Harbor Committee

**24 Perry Avenue
Buzzards Bay, MA 02532**



Richard Libin, Chairman
David Wiggin, Vice Chairman
Paul Bushueff, Clerk
David Crane
Charles Miller
Charles Perry
Hunter Scott

MEETING NOTICE

The Shore and Harbor Committee will hold a public Meeting on Thursday,
August 13, 2009 at 7:00 pm at Bourne Town Hall, lower conference room

1. Review the minutes of July 16, 2009
2. Public comments, non-agenda items
3. Pocasset Narrows
4. Subcommittee comments concerning Monument Beach, Barlow's Landing or Hens Cove projects
5. Any information or comments by Harbor Master
6. Any other business that may come before the Committee

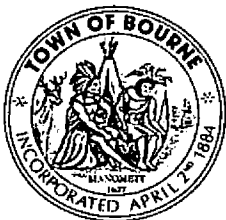
Citizens are welcome and encouraged to attend our meetings.

Richard Libin
Chairman

cc: Town Clerk, Board of Selectmen, Harbormaster, Conservation Commission,
Engineering, Committee Members, Town Planner, Finance Committee

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TOWN OF BOURNE

Shore & Harbor Committee

24 Perry Avenue
Buzzards Bay, MA 02532



Richard Libin, Chairman
David Wiggin, Vice Chairman
Paul Bushueff, Clerk
Charles Perry,
Charles Miller
David Crane
Hunter Scott

Amended MEETING NOTICE

The Shore and Harbor Committee will hold a public Meeting on Thursday, August 13, 2009 at 7:00 pm at Bourne Town Hall, lower conference room

1. Commonwealth of Massachusetts Department of Fish & Game Fishing & Boating Access Douglas Cameron Assistant Director / Deputy Chief Engineer to explain the States Program Regarding Town Boat Ramps and a State Partnership on how the program works.
2. Review the minutes of July 16, 2009
3. Subcommittee Reports on: Monument Beach, Barlow's Landing and Hens Cove projects
- 4 Cohasset Narrows dredging
5. Public comments, non-agenda items

Any other business that may come before the Committee

Citizens are welcome and encouraged to attend our meetings.

Richard Libin
Chairman

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TOWN OF BOURNE
CLERK'S OFFICE

cc: Town Clerk, Board of Selectmen, Harbormaster, Conservation
Commission, Engineering, Committee Members, Town Planner, Finance
Committee

Shore & Harbor Committee Minutes – August 13, 2009
Bourne Town Hall, lower conference room
Buzzards Bay, MA 02532

Attendance:

Richard Libin – Chairman, David Wiggin – Vice-Chairman, Paul Bushueff – Clerk,
David Crane, Charley Miller, Charlie Perry and Hunter Scott

Guests: Tim Mullen, Harbormaster; Bill Palm

Meeting Called to Order:

Meeting called to order at 7:00 pm.

Doug Cameron stated that public access is their main interest. The construction inspection is no cost to the Town. Land Management Agreement gives the Town the ability to collect a fee at the ramp (between \$5 - \$8). Anything above \$7, they ask the Town to justify the proposed increase. Fees can be charged a different rate for out-of-State, using a differential of 3:1 - if Federal money is used, then request the same price for all users.

Sport Fish Restoration Act – reimburses State 75% for construction costs. Encourages coastal projects to utilize Act.

Discussion

- Parking formula
 - Boat ramp sizes (single 20 trailer spaces, double 50-60 trailer spaces).
 - Cost ratio of approximately \$10k-\$15k per trailer spaces

Parking and access discussed, as some ramps in Town have limited parking:

- Monument facility
 - can land be designated as parking area? Are there any funds to acquire parking areas if land available? (land is expensive and State would see as a Town responsibility).
 - is it a possibility to relocate the jetty. (State would prefer not to change the jetty, but considering the size, it would be no problem. Another liability is the railroad tracks – a Town responsibility.
- Parking spaces costs – in the comprehensive program, some ramps would be more cost effective than others
- Marina configuration and parking restrictions discussed
- Funding, finances and contractual questions. Steady funding for ramp reconstruction – not as much as has been, but minor maintenance work done on a ramp. The State has maintenance guys hired to do work. This is done by a Town contract will save the Commonwealth money. Reimbursement to the Town to work at their facilities.
- Termination – it is in perpetuity. An agreement agreed upon by both parties (State and Town)

TOWN CLERK'S OFFICE

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- Dredging – channel dredging is not done, but in order to construction boat ramp – sometimes there is a distance between the end of the ramp to the 4 foot contour, the State can work with that.
 - Bigger dredging issues the State cannot work with that. It was asked if the State can assist the Town for a dredging project – State boat ramp that uses a waterway channel, it becomes a priority. Mr. Cameron would write a letter recommending a dredging take place.
- Open to public, not only Town residents
- Town can separate beach and ramp stickers to bring revenue to the Town from beach stickers
- Ramp can be covered in hours by Town. If ramp closed for more than 10 days, State needs to be notified.
- Documented issues, request temporary closing (authorized in evening through the morning)
- Use of facility only for launching and retrieving boats
 - Portable toilets – if facility charges a fee, the State will ask the cost of toilets come out of that fee. If there is no fee, they fund the cost.
 - Fees collected goes back into the Town's facility (like a revolving fund)
- No potential income to the Town as there is no parking due to being owned by the State.

Also discussed:

- Monument Beach is a Town beach, Town marina and boat ramp – can the area be segregated? Yes, can fund parking for boat ramps only – the other areas are the Town's responsibility. If the State needs to redesign the entire parking area, they would amend the agreement to reflect.
- What is the cost to the town – None. 100% State funded
- Winter boat storage at facilities – request to stay away from liability issues and hassles.
- Barlows Landing (used primarily commercial) is the only deep water launching on this side of the bridge. How would it be handled? If have parking, can charge a fee (use a lock box – honor system). It would be up to the Town and would become part of the agreement.
- Segregating a portion of parking lot – Could overflow be used for other things in the marina? This would be an accounting question. Can still charge the same rate, but look at it as a "use fee".
 - Falmouth does not charge, but if they did, the Town would go with a sticker.

- Mr. Cameron stated he could go through all of the Town ramps. In packaging terms, he suggests to begin with one. If the Town is willing to bring in the program, the State will pick away with them.

- Parking is allowed up to ¼ mile away from the ramp.

D. Wiggin **moved** and **seconded** by H. Scott to move forward with Mr. Cameron to review all Town ramps and to come up with a proposal. **Unanimous vote.**

Mr. Cameron will contact Chm. Libin for a time to review Town ramps.

Charley Miller stated there will be a Special Town Meeting – if anything needed to put into Warrant, think about it. Town Report needs to be turned into on August 28, 2009 and he will submit.

Approval of Minutes

Tabled to next meeting.

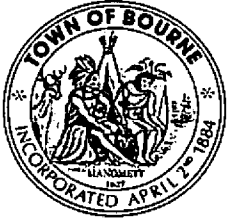
Next meeting

September 24, 2009

Adjournment

P. Bushueff **moved** and **seconded** by David Wiggin to adjourn. Meeting adjourned at 8:10 pm. **Unanimous vote.**

Respectfully submitted,
Lisa Groezinger, sec.



TOWN OF BOURNE

Shore & Harbor Committee

24 Perry Avenue
Buzzards Bay, MA 02532



Richard Libin, Chairman
David Wiggin, Vice Chairman
Paul Bushueff, Clerk
David Crane
Charles Perry
Charles Miller
Hunter Scott

Shore & Harbor Committee MEETING NOTICE

Thursday, September 24, 2009 at 7:00 pm
Bourne Town Hall, lower conference room

Agenda

1. Review the minutes of July 16, 2009 and August 13, 2009
2. Public comments, non-agenda items
3. Cohasset Narrows dredging update
4. Subcommittee Reports on: Monument Beach, Barlow's Landing and Hens Cove projects Review and Discussion on presentation by Douglas Cameron Assistant Director / Deputy Chief Engineer with the Commonwealth of Massachusetts Department of Fish & Game Fishing & Boating Access Program Regarding Town Boat Ramps and his finding as to what possible ramps the State would be interested in working with the Town
5. Public comments, non-agenda items
6. Any other business that may come before the Committee

Citizens are welcome and encouraged to attend our meetings.

Richard Libin
Chairman

cc: Town Clerk, Board of Selectmen, Harbormaster, Conservation Commission,
Engineering, Committee Members, Town Planner, Finance Committee

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TOWN CLERK'S OFFICE
BOURNE, MASS.

Shore & Harbor Committee Minutes – September 24, 2009
Bourne Town Hall, lower conference room
Buzzards Bay, MA 02532

Attendance:

Richard Libin – Chairman, David Wiggin – Vice Chairman Paul Bushueff – Clerk,
David Crane, Charley Miller, Hunter Scott

Charlie Perry Absent

Guests: Robert Schofield, Mark DiCicco - FinCom

Meeting Called to Order:

Meeting called to order at 7:00 pm.

Approval of Minutes

P. Bushueff **moved** and **seconded** by D. Crane to approve minutes of July 16, 2009 as amended. **Unanimous vote.**

C. Miller **moved** and **seconded** by D. Wiggin to approve minutes of August 13, 2009 as amended. **Unanimous vote.**

Public comments – non-agenda items

None at this time.

Cohasset Narrows dredging update

T. Mullen email dated 9/21/09 stated the beach survey done, and will look at data to figure impact (height-wise) the 20k cu. yd. would have on the area. Next step would be to invite resource agencies (State and Federal) for opinions on proposal.

Subcommittee Reports

a. Barlow's Landing

Barlow's Landing pier work to be done in two phases. And looks as if it's going to start very soon.

Hen's Cove

BSC Group letter dated 9/22/09 regarding dredging at Hen's Cove:

- Field work and plans done
- Borings taken and laboratory physical and chemical analyses show large silt rendering 15,000 cu. yd unusable for beach nourishment.
- If project dredged to previous pay depths – 40,000 cu. yd will need to be removed.
- If depths decreased, that volume decreased to approximately 26,000 cu. Yd.

- Working on permit applications which will be submitted by 10/21/09. Notice of Intent is in final form and ready for committee review by the next meeting.

The board consented to obtaining more information before putting to vote.

b. Review and discussion on Town boat ramps and findings - Douglas Cameron Assistant Director / Deputy Chief Engineer with the Commonwealth of Massachusetts Department of Fish & Game Fishing & Boating Access Program Regarding Town Boat Ramps and his finding as to what possible ramps the State would be interested in working with the Town

Doug Cameron 8/24/09 report on 8/21/09 Bourne boat ramp site visit reviewed by the committee.

Possible FBA interests:

- Eel Pond (parking area and access to water)
- Monument Beach (improvements to ramp and parking areas)
- Monks Park (gravel boat ramp and parking area)
- Pocasset River (possible canoe/kayak access potential)
- Barlow's Landing (limited parking will limit fiscal outlay by FBA)

Chm. Libin to contact Mr. Cameron re: what FBA will do and what the town has to do specifically for proposals on Eel Pond, Monument Beach, Monk's Park and Pocasset River, moving forward.

Public comment, non-agenda items

Mark DeCicco stated the FinCom appointed two members work with the Shore & Harbor Committee with bringing in revenue to the town through the waterways.

Other business

C. Miller suggested to continuing to look at dinghy docks.

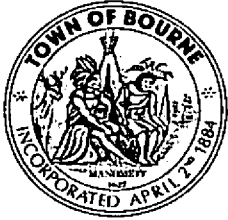
Next meeting

October 22, 2009 – BMS.

Adjournment

D. Wiggin moved and seconded by P. Bushueff to adjourn. Meeting adjourned at 8:20 pm. **Unanimous vote.**

Respectfully submitted,
Lisa Groezinger, sec.



TOWN OF BOURNE

Shore & Harbor Committee

**24 Perry Avenue
Buzzards Bay, MA 02532**



Richard Libin, Chairman
David Wiggins, Vice Chairman
Paul Bushueff, Clerk
David Crane
Charles Perry
Charles Miller
Hunter Scott

Agenda Shore & Harbor Committee

MEETING NOTICE

Thursday, October 22, 2009 at 7:00 pm Bourne Middle School, Room 100

1. Hens Cove Dredging Project and permitting status and update from Norm Haynes BSC Group and Mike Leitzel Town of Bourne Engineering Department
2. Barlow's Landing Pier Repairs Mike Leitzel Town of Bourne Engineering Department
3. Cohasset Narrows dredging update
4. Boat Ramps:
 - A. Review and Discussion on Boating Access Program Regarding Town Boat Ramps and if it's in the best interest of the Town
 - B. Boat Ramp Commercial Hauling Fees
5. Review the minutes of September 24, 2009
6. Public comments, non-agenda items
7. Any other business that may come before the Committee

Citizens are welcome and encouraged to attend our meetings.

Richard Libin
Chairman

cc: Town Clerk, Board of Selectmen, Harbormaster, Conservation Commission,
Engineering, Committee Members, Town Planner, Finance Committee

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Shore & Harbor Committee Minutes – October 22, 2009
Bourne Town Hall, lower conference room
Buzzards Bay, MA 02532

Attendance:

Richard Libin – Chairman, David Wiggin – Vice Chairman Paul Bushueff – Clerk,
David Crane, Charley Miller, Charlie Perry and Hunter Scott

Guests:

M Lietzl, Town Engineer
Norm Hayes
Barry Johnson, Town Clerk
Tim Mullen, Harbormaster
Bob Schofield
Newspapers

CPC Article: Mashnee Island land purchase

Barry Johnson briefly presented CPC sponsored article 16 of the Special Town Meeting, regarding the purchase of open space and recreation land on Mashnee Island.

Monument Beach Marina Reconfiguration

Norm Hayes, BSC Engineering presented status of Comprehensive Marina permit for Monument Beach covering:

- 4.5 Acre marina reconfiguration
- 94 A Mooring field
- includes Handicapped access and ramp reconfiguration

All permits should be in place by June 15

Dredging:

Mo Beach after labor day
M.Lietzl suggests comprehensive dredge permit for all sites.

Hens Cove

All permits ready for submission
dredge by 2011

Motion recommend stay with 1968 permit and dredge:

14.5A dredge area
Approximately 20,000 - 22,000 cu. yd. as recommended by BSG within permit area to move channel away from rocks.

motion: Wiggin. second by C Perry vote unanimous

handout provided for above.

Barlows Landing Pier

M Lietzl and T Mullen
Package out for bid: due in by Nov 10,2009

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TOWN CLERK'S OFFICE
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replace top coat
barrier repair
Pier attachment

Spec provided

Work could begin within two weeks of bid opening and award.

Cohasset Narrows:

Estimated dredge amount 20k yards.

determining capacity of beach to accept dredge spoils.

Marina Financial Picture

T. Mullen provided handout of marina financial status as had been requested.

Marina's basically running full.

Taylor's Point: will be replacing 2 underground storage fuel tanks with single above ground tank.

Waterways Regulations

T. Mullen reviewed new waterways regulation changes.

Ramp project - Monument beach

State stated that to do ramp reconfiguration would require 40 dedicated parking spaces for trailers open to everyone.

T Mullen to check with Conservation agent about improvements to gravel parking area.

Commendation letter for T. Mullen

Motion: Commendation letter re: work of T. Mullen, Harbormaster. to Guerino copy Selectmen

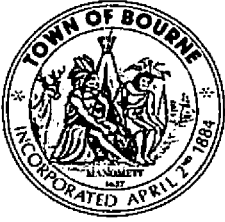
Motion Wiggin.... second Bushueff

Perry Amend motion, Crane second, to send to Selectmen as well

vote: unanimous

9 pm Motion to adjourn: Crane, second perry

Unanimous - pb



TOWN OF BOURNE

Shore & Harbor Committee

**24 Perry Avenue
Buzzards Bay, MA 02532**



Richard Libin, Chairman
David Wiggins, Vice Chairman
Paul Bushueff, Clerk
David Crane
Charles Perry
Charles Miller
Hunter Scott

Agenda Shore & Harbor Committee

MEETING NOTICE

Thursday, November 19, 2009 at 7:00 pm Bourne Middle School, Room 100

1. Review the minutes of September 24, 2009 and October 22, 2009
2. Public comments, non-agenda items
3. Barlow's Landing Pier Repairs Up-Date
4. Cohasset Narrows dredging update
5. Boat Ramps:
 - A. Review and Discussion on Boating Access Program Regarding Town Boat Ramps and if it's in the best interest of the Town
 - B. Boat Ramp Commercial and Residential Hauling Fees
6. Public comments, non-agenda items
7. Any other business that may come before the Committee

Citizens are welcome and encouraged to attend our meetings.

Richard Libin
Chairman

cc: Town Clerk, Board of Selectmen, Harbormaster, Conservation Commission,
Engineering, Committee Members, Town Planner, Finance Committee

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TOWN CLERK'S OFFICE
BOURNE, MASS

Shore & Harbor Committee Minutes – November 19, 2009
Bourne Town Hall, lower conference room
Buzzards Bay, MA 02532

Attendance:

Richard Libin – Chairman, David Wiggin – Vice Chairman Paul Bushueff – Clerk,
David Crane, Charley Miller and Charlie Perry.

Paul Bushueff and Hunter Scott absent

Guests: Tim Mullen, Harbormaster; Bob Schofield; Jim Mulvey; and

Meeting Called to Order:

Meeting called to order at 7:00 pm.

Approval of Minutes

D. Wiggin **moved** and **seconded** by C. Miller to approve minutes of September 24, 2009 as submitted. **Vote 5-0.**

D. Wiggin **moved** and **seconded** by C. Perry to approve minutes of October 22, 2009 as amended. **Vote 5-0.**

Public comments – non-agenda items

None at this time.

Barlow's Landing Pier Repairs Up-Date – Tim Mullen

Injection of grout began today. Everything pumped in by tomorrow. Early next week will strip asphalt and pour concrete that Friday.

Cohasset Narrows dredging update – Tim Mullen

Army Corps began draft suitability determination and will forward to EPA and DEP. Analyzed survey conducted and was determined 20,000 cu yd. of materials will create a significant mound in dunes. Ideally, they would like a different site.

Army Corps met with the State again to discuss work. State suggested a site area in Buzzards Bay to store clean sand and use as beach nourishment. The biggest hurdle, Mr. Mullen stated, was when the survey was conducted, eel grass found so area needs to be dredged.

Boat Ramps:

1. **Review and Discussion on Boating Access Program Regarding Town Boat Ramps and if it's in the best interest of the Town**

Last meeting committee discussed the number of spaces at Monument Beach. T. Mullen stated paving sand area (field) towards the tracks is in the permit, but not required.

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TOWN CLERK'S OFFICE
BOURNE, MASS

Is new ramp the best solution to correct the issue at Monument Beach? (Add ramp next to the current ramp?).

Should area be permit parking?

D. Wiggin **moved** and **seconded** by D. Crane to allow T. Mullen to have initial discussion and inquiries with Mike Leitzel to review Monument Beach boating access based on repair and to make recommendations. Based on said recommendations, seek formal engineering study from various engineering groups. **Vote 5-0.**

2. Boat Ramp Commercial and Residential Hauling Fees

Adding weight restrictions at Barlow's Landing - charging commercial hauling fees.

Other business

Hen Cove – arrange formal notification to mooring holders to make arrangements at their own expense over the winter to have moorings pulled, stored and put back. T. Mullen planning to work on in the spring.

C. Miller suggested adding wording on application stating applicant may need to move mooring for proposed dredging.

Committee will discuss at the next scheduled meeting.

Next meeting

December 17, 2009 – BMS

Public comment

Stanley Andrews (Board of Health) commented on maximizing access to ramps and keeping ramps available to the public.

Adjournment

D. Wiggin **moved** and **seconded** by D. Crane to adjourn. Meeting adjourned at 8:20 pm.

Unanimous vote.

Respectfully submitted,
Lisa Groezinger, sec.

DRAFT
Shore & Harbor Committee's Minutes
December 11, 2008
Bourne Town Hall
24 Perry Street
Buzzards Bay, MA 02532

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TOWN CLERK'S OFFICE
02532-1100

Attendance

Charley Miller, Chairman/Historian
Richard Libin, Vice Chairman (excused)
Charlie Perry, Clerk (excused)
David Wiggin
Paul Bushueff
Hunter Scott
David Crane

Guests: Mike Leitzel (Engineering), Bob Schofield Frank Gasson,

Meeting Called to Order

Meeting called to order at 7:05 pm.

Review of Minutes

P. Bushueff **MOVED** and **SECONDED** by D. Wiggin to approve minutes of November 20, 2008 as submitted. **UNANIMOUS VOTE.**

Status of DNR projects

- Capital Outlay request to replace or reset ten (10) piles at Monument Beach Marina - \$25,000. All permits will be in place
- Re-power the 1995 pump out boat - \$16,000
- Hen Cove dredging is contingent on the soil analysis (estimated three year project)
- Cohasset Narrows Channel - Harbormaster looking into with the Corps.

Barlow's Landing - Paul Bushueff

Barlow's Landing subcommittee recommendations in response to Shore & Harbor Committee vote of November 20, 2008:

- First priority - Repair Barlow's landing pier, repair/replace dock connection, maintenance/repair of boat ramp to continue function
- Second priority - Expanding width of ramp and adding floating docks, repair and extend easterly the jetty

Proposed scope of work for engineering specifications:

- Bulkhead pier
- Jetty walkway
- Ramp repair
- Floats arrangements (dinghies, pier)

Request for repair/upgrades to Barlow's Landing pier were reviewed.

P. Bushueff **MOVED** and **SECONDED** by D. Wiggin that he draft document of committee's approaches re: Barlow's Landing pier for Mike Leitzel, Engineering.
UNANIMOUS VOTE.

Committee to discuss alternatives to the breakwater and dinghy dock at the next meeting.

Public Comment

Frank Gasson, Cedar Point, inquired about dredging private dock along with Hen Cove and its related costs. Committee suggested sending chart indicating said area to the Harbormaster, copying the Shore & Harbor Committee for consideration.

Other business

None at this time.

Next meeting

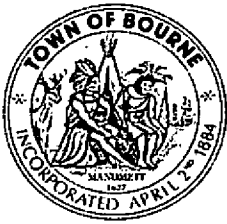
January 15, 2009 - BMS

Adjourn

P. Bushueff **MOVED** and **SECONDED** by D. Crane to adjourn. Meeting adjourned at 8:30 pm. **UNANIMOUS VOTE.**

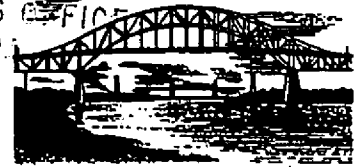
Respectfully submitted,
Lisa A. Groezinger, sec.

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TOWN OF BOURNE
Shore & Harbor Committee

24 Perry Avenue
Buzzards Bay, MA 02532



Richard Libin, Chairman
David Wiggin, Vice Chairman
Paul Bushueff, Clerk
David Crane
Charles Perry
Charles Miller
Hunter Scott

Agenda
Shore & Harbor Committee

MEETING NOTICE

Thursday, December 17, 2009 at 7:00 pm at the Bourne Middle School, Room 100

1. Review the minutes of **November 19, 2009**
2. Public comments, non-agenda items
3. Barlow's Landing Pier Repairs Up-Date
4. Cohasset Narrows dredging update
5. Boat Ramps:
 - A. Review and Discussion on Boating Access Program Regarding Town Boat Ramps and if it's in the best interest of the Town
 - B. Boat Ramp Commercial and Residential Hauling Fees
6. Public comments, non-agenda items
7. Any other business that may come before the Committee

Citizens are welcome and encouraged to attend our meetings.

Richard Libin
Chairman

cc: Town Clerk, Board of Selectmen, Harbormaster, Conservation Commission,
Engineering, Committee Members, Town Planner, Finance Committee

Shore & Harbor Committee Minutes – December 17, 2009
Bourne Middle School conference room
Buzzards Bay, MA 02532

Attendance:

Richard Libin – Chairman, David Wiggin – Vice Chairman, Paul Bushueff – Clerk,
Charley Miller and Hunter Scott.

Absent: David Crane and Charlie Perry.

Guests: John Redman, Sagamore Beach

Meeting Called to Order:

Meeting called to order at 7:00 pm.

Approval of Minutes

D. Wiggin **moved** and **seconded** by C. Miller to approve minutes of November 19, 2009
as amended. **Vote 5-0.**

Public comments – non-agenda items

John Redman re: conditions of jetties at Sagamore Beach. Chm. Libin discussed M.
Leitzel email dated December 16, 2009 and DNR Director Tim Mullen letter dated
December 16, 2009 re: any repairs to jetties would fall upon the town.

Repair or remove jetties? What is effectiveness of the jetties?

D. Wiggin **moved** and **seconded** by P. Bushueff for either Tim Mullen or Mike Leitzel to
draft a letter to the Department of Public Works and the Division of Waterways re:
follow-up on maintenance responsibility and safety. **Unanimous vote.**

Mr. Redman will contact all elected representatives re: jetties on behalf of concerned
citizens.

Harbormaster Discussion – by letter dated 12/16/09

Barlow's Landing Pier – Bulk of work complete. Change orders issued by T. Mullen:
addition of electrical conduit, and installation of wood vertical posts for a wood guardrail.

Cohasset Narrows dredge project – ACOE looking for suitable site for some of spoils.
Best scenario would involve mechanically dredging channel and transport spoils by boat
to a nearby site. Site discussed is Mashnee Dike. If eelgrass doesn't disappear, there
won't be any dredging.

Commercial Hauler fees – Surprisingly, most towns do not charge haulers for the uses of
town owned ramps.

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BOURNE, MASS

P. Bushueff **moved** and **seconded** by H. Scott that the Shore & Harbor Committee does not believe charging fees for commercial haulers are reasonable at this time because of the following: 1) boat excise taxes already pay for use and maintenance of ramps; 2) need resources to collect and enforce fee collection; and 3) many of the haulers are Bourne residents. **Vote 2-1-1** with opposing vote from C. Miller and abstention by D. Wiggin.

Hen Cove dredge project – Norm Hayes will be filing a NOI with ConCom within a week.

Other business

P. Bushueff **moved** and **seconded** by D. Wiggin to table discussion using State funds and invite John Chuckran to come and discuss alternatives for other ramps in town (Monks Park, Hens Cove and Monument Beach). **Unanimous vote.**

T. Mullen submitted budget to Capital Outlay for dredging and ramp repair.

Next meeting

January 14, 2009 – BMS

Adjournment

P. Bushueff **moved** and **seconded** by D. Wiggin to adjourn. Meeting adjourned at 8:30 pm. **Unanimous vote.**

Respectfully submitted,
Lisa Groezinger, sec.

· Town Admin

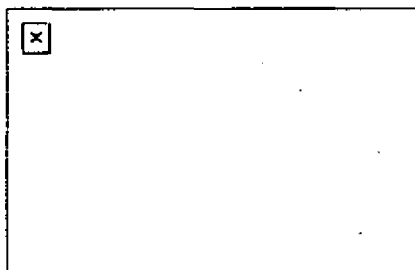
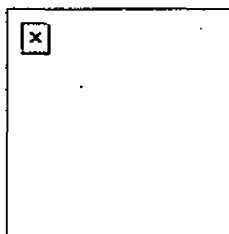
Johnson, Barry

From: Guerino, Thomas

Sent: Wednesday, February 18, 2009 1:13 PM

To: Baldwin, Earl; Burgess, Kathleen; Coffin, Cynthia; Eacobacci, Edward; Johnson, Barry; Laporte, Roger; Leitzel, Michael; Marzelli, Linda; Doucette, Daniel; Moore, Coreen; Tellier, Rickie; Tribou, George

Cc: Sundman, Nancy



TOWN OF BOURNE
Town Administrator

24 Perry Avenue
Buzzards Bay, MA 02532

☒ Text Box: Thomas M. Guerino
tguerino@townofbourne.com

Phone 508-
759-0600 x
304 - Fax 508-

759-0620

February 18, 2009

Matthew J. Dupuy, Esquire
Ardito, Sweeney, Stusse, Robertson and Dupuy, P. C.
25 Mid-Tech Drive, Suite C
West Yarmouth, MA 02673

Mr. Jeffrey Lewis
35 Old Plymouth Road
Sagamore, MA

Dear Mr. Lewis: and Attorney Dupuy:

Once again the Town of Bourne has been gracious and extended time to Mr. Lewis regarding the demolition of the property at 35 Old Plymouth Road, and once again Mr. Lewis has not responded to the Town's positive gestures. The end of the Town's patience is now at hand.

Be advised that the Town will now undertake the demolition of the property located at 35 Old Plymouth Road, dispose of the material in accordance with the DEP requirements, and lien the property as allowed by law.

I am sorry that Mr. Lewis saw fit not to deal honestly with the Town and now forces the Town into taking this action.

Regards,

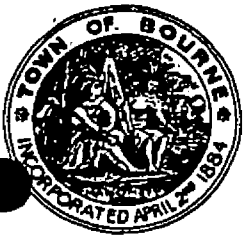
Thomas M. Guerino
Town Administrator

2009 FEB 18 PM 1 20
TOWN CLERK'S OFFICE
BOURNE, MASS

2/18/2009

Cc: Board of Selectmen/Finance Director
Board of Health
Building Inspector
Chief of Police
Fire Chief
Town Counsel
File

2/18/2009



TOWN OF BOURNE
Town Administrator

24 Perry Avenue
Buzzards Bay, MA 02532
Phone 508-759-0600 x304 - Fax 508-759-0620



THOMAS M. GUERINO
email: tguerino@townofbourne.com

April 1, 2009

Bourne Enterprise
Depot Avenue
Falmouth, MA 02540

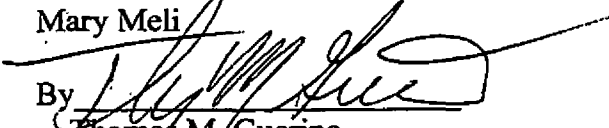
Please advertise the following in the April 3, 2009 edition of your newspaper:

Notice
Town of Bourne
Entertainment License Hearing

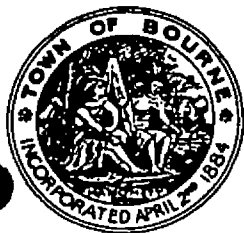
Notice is hereby given in accordance with Massachusetts General Laws Chapter 138, Section 12 and Massachusetts General Laws Chapter 140, as amended that the Board of Selectmen, Acting as the Local Licensing Authority, will hold a public hearing on April 21, 2009 at 7:30 p.m. at the Bourne Veterans Memorial Community Center, 239 Main Street, Buzzards Bay, MA 02532 to determine whether the licensing board shall modify the hours for the sale of alcoholic beverages and to determine whether the Entertainment Licenses issued to Mashnee Island Food Service, Inc., d/b/a Quahog Republic, Erik Bevans, Manager, 161 Leeward Road, Mashnee Village (Bourne), MA should be modified, suspended or revoked.

Board of Selectmen
Acting as the Local Licensing Authority

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

By 
Thomas M. Guerino
Town Administrator

2009 APR 2 PM 2 27
TOWN CLERK'S OFFICE
BOURNE, MASS



THOMAS M. GUERINO
email: tguerino@townofbourne.com

TOWN OF BOURNE
Town Administrator

24 Perry Avenue
Buzzards Bay, MA 02532
Phone 508-759-0600 x304 - Fax 508-759-0620



December 8, 2009

Cape Cod Times Legal Advertising

Dear Sir:

Please publish the following Legal Ad once in your next issue:

NOTICE
TOWN OF BOURNE
Sports Field Lighting Bid

Sealed bids for Sports Field Lighting at Keith Field in Bourne, will be received at the Town Administrator's Office, 24 Perry Avenue, Buzzards Bay, MA 02532 on or before Tuesday, December 29, 2009 at 10:00 a.m. at which time they will be publicly opened and read.

Detailed specifications and bid forms are available at the Town Administrator's Office, 24 Perry Avenue, Buzzards Bay, MA 02532 during normal business hours, Monday through Friday from 8:30 a.m. to 4:30 p.m.

The Town reserves the right to reject any or all bids.

Thomas M. Guerino
Town Administrator

2009 DEC 8 PM 11 45
TOWN CLERK'S OFFICE
BOURNE, MA 02532

Upper Cape

Upper Cape Cod Regional Technical School

220 SANDWICH ROAD, BOURNE, MASSACHUSETTS 02532

www.uppercapetech.com

Kevin C. Farr
Superintendent

Telephone: Area 508
759-7711 - 295-1320 - 563-5515
Voice / TTY
FAX: 508-759-7208

REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY
JANUARY 15, 2009

REGULAR SCHOOL COMMITTEE MEETING
6:15 P.M. - EDGAR CARON LIBRARY

1. Meeting Called to Order
2. Committee Reorganization
3. Student Advisory Representative
4. Public Participation
5. Approval of Minutes of December 11, 2008 Regular Meeting & December 11, 2008 Executive Session
6. Communications
7. Report of Committees
8. MASC Report
9. Presentation of Bills
10. Superintendent's Report
11. Old Business
 - A. Marine Building Update
12. New Business
 - A. 2008-2009 Goals
 - B. Sub-Committee Assignments

And such other business as may properly come before this meeting."

2009 JAN 8 PM 3:17
TOWN CLERK'S OFFICE
BOURNE, MASS



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

Upper Cape Cod Regional Technical School

220 SANDWICH ROAD, BOURNE, MASSACHUSETTS 02532

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REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY
FEBRUARY 12, 2009

REGULAR SCHOOL COMMITTEE MEETING
6:15 P.M. - EDGAR CARON LIBRARY

1. Meeting Called to Order
2. Committee Reorganization
3. Student Advisory Representative
4. Public Participation
5. Approval of Minutes of December 11, 2008 Regular Meeting
& December 11, 2008 Executive Session
6. Communications
7. Report of Committees
8. MASC Report
9. Presentation of Bills
10. Superintendent's Report
11. Old Business
 - A. Marine Building Update
12. New Business
 - A. Sub-Committee Assignments
 - B. Solar Training Structure Grant
 - C. 2008-2009 Goals
 - D. 2009-2010 LPN Tuition
 - E. FY10 Proposed Budget

"And such other business as may properly come before this meeting."

2009 FEB 5 PM 11 11



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
FEBRUARY 12, 2009 MEETING HELD AT THE SCHOOL

PRESENT: Donald Haynes, Chair; Joseph Agrillo; Penny Blackwell; Steven Chalke; Robert Fichtenmayer; Eunice Manduca; Kent Pearce; Kenneth Pereira; Edmund Zmuda; Kevin Farr; Robert Dutch; Sharon Brito, Recording Secretary.

The meeting was called to order at 6:15 PM followed by the Pledge of Allegiance to the Flag.

REORGANIZATION:

Mrs. Blackwell relinquished the Chair to allow Mr. Farr to call for nominations for the position of Chairperson to the School Committee for the current term.

Chairperson Position:

Mr. Pereira nominated Mr. Haynes for Chairperson, seconded by Mr. Agrillo. Mr. Pereira made a motion, seconded by Mr. Agrillo, to close nominations. Motion passed unanimously.

Mr. Haynes was elected as Chairperson to the Upper Cape Cod Regional Vocational-Technical School District Committee by unanimous vote.

Mr. Haynes assumed the role of Chairperson and asked for nominations for the position of Vice Chairperson to the School Committee for the current term.

Vice Chairperson Position:

Mrs. Blackwell nominated Mr. Chalke for Vice Chairperson, seconded by Mr. Pereira. Mrs. Blackwell made a motion, seconded by Mr. Pereira to close nominations. Motion passed unanimously.

Mr. Chalke was elected as Vice Chairperson to the Upper Cape Cod Regional Vocational-Technical School District Committee by unanimous vote.

Treasurer Position:

Mrs. Blackwell nominated Mr. Pereira for Treasurer, seconded by Mr. Chalke. Mrs. Blackwell made a motion, seconded by Mr. Pereira, to close nominations. Motion passed unanimously.

Mr. Pereira was re-elected as Treasurer to the Upper Cape Cod Regional Vocational-Technical School District Committee by unanimous vote.

TOWN CLERK'S OFFICE
2009 MAR 18 PM 2 27

Secretary Position:

Mr. Chalke nominated Mr. Farr for Secretary, seconded by Mr. Pereira. Mr. Chalke made a motion, seconded by Mr. Pereira, to close nominations. Motion passed unanimously.

Mr. Farr was re-elected as Secretary to the Upper Cape Cod Regional Vocational-Technical School District Committee by unanimous vote.

STUDENT ADVISORY REPRESENTATIVE: Asia Roberge, a junior in Health Careers from Wareham, Macy Smolinsky, also a junior in Health Careers from Bourne, and Dion Rose, a Senior in Cosmetology from Falmouth discussed recent student activities. The trio informed the committee that the freshmen have finished the exploratory session and have chosen their area of trade as well as class officers. The Senior Class is currently selling Valentine's Day cookies and a student ski trip has been planned to Mt. Sunapee. The PTO recently sponsored a Warm Hearts Hop dance which was attended by 130 students. The National Honor Society is selling daffodils to benefit the American Cancer Society and students are preparing for the SkillsUSA district competition which will take place on February 24th at Greater New Bedford Regional Vocational Technical High School. Finally, the students discussed the status of the winter sports teams. They announced that Angela Roellke, a senior from Sandwich in Environmental Technology, recently scored her 1,000th point in basketball, setting a school record.

PUBLIC PARTICIPATION: Committee members welcomed Thomas Guerino, Bourne Town Administrator, to the meeting.

APPROVAL OF MINUTES: A motion was made by Mrs. Blackwell, seconded by Mr. Pereira, for approval of the minutes of the December 11, 2008 regular meeting. Motion passed unanimously.

NEW BUSINESS:

Solar Training Structure Grant – Mr. Bedard, retired Upper Cape Tech instructor, informed the committee that he had written a grant in conjunction with Richard Lawrence of Cape & Islands' Self-Reliance. Since then, they have asked the Massachusetts Technology Council if they could expand the scope of the original grant award. They would like to construct a small building on school property which would be used to teach people how to install photovoltaic and solar thermal systems. This building could generate money for Upper Cape Tech as it could be rented out to organizations that want to hold training workshops. The cost of the building would be under \$20,000 and the construction would be fully funded by the Massachusetts Technology Collaborative. At this point, the desired location of the building would be behind the outside of the Electrical shop. However, the building could be easily

relocated once it is installed. Mrs. Blackwell made a motion, seconded by Mr. Fichtenmayer, to approve the proposed project as presented. Motion passed unanimously.

COMMUNICATIONS: Mr. Farr read a letter from a resident of Falmouth complimenting the Culinary Arts department for the wonderful lunch she enjoyed in the Canalside recently. He then read an e-mail from the daughter of the first Chairperson of the School Committee, Arthur Greenberg, who recently passed away. She thanked the school for the tribute to her father that is currently on the school website. Mr. Farr read a letter from the Bourne Council on Aging thanking Mr. Farr for making a presentation regarding the school at a recent Men's Breakfast and for the school's continuous support of the Bourne Council on Aging. Next, the Superintendent read a letter to the Culinary Arts instructors and students for their assistance at the 2008 Falmouth Community Thanksgiving Day Dinner. Finally, Mr. Farr read letters from the Sandwich Food Pantry, Falmouth Service Center, the Community Action Committee of Cape Cod & Islands, Inc. and the Housing Assistance Corporation on Cape Cod for the donations they received as a result of the Upper Cape Bike Challenge that took place in the fall.

REPORT OF COMMITTEES: Mr. Pereira, Chair of the Negotiations Sub-Committee, informed the committee that a full-day bargaining session took place recently with Unit A. Mr. Pereira stated that it was a productive, successful bargaining session. Mary Crook, President of the Teachers' Association, stated that all of her representatives felt the same way.

MASC REPORT: Mr. Pereira reminded committee members that the MASC Day on the Hill will take place on May 7th at the State House.

PRESENTATION OF BILLS: Bills were circulated.

SUPERINTENDENT'S REPORT: Mr. Farr updated the committee on school activities since the last meeting and asked if there were any questions regarding his written report that was included in the mailout. He stated that two strategic planning sessions have been held thus far with about 15 or 16 attendees. The next session is scheduled for February 28th. The Superintendent informed committee members that he would be attending a Cape & Islands budget forum. Mr. Farr briefly discussed the status of the proposed large wind turbine.

OLD BUSINESS:

Marine Shop Renovation Update – Mr. Forget and Mr. McCue presented a PowerPoint slide show displaying photographs of students in various stages of construction on this project. They also showed a total of monies spent for supplies to date.

NEW BUSINESS:

Sub-Committee Assignments – Committee members were provided with the current sub-committee assignments and were asked to notify Mrs. Brito as to what sub-committees they would like to serve on.

2008-2009 Goals – Mr. Farr reviewed the goals that were set at the goal setting session that was held on December 6th. Mrs. Blackwell made a motion, seconded by Mr. Pearce, to accept the 2008-2009 Goals as presented. Motion passed unanimously.

2009-2010 LPN Program Tuition – Mr. Pereira made a motion, seconded by Mr. Zmuda, to follow the recommendation of the Superintendent and increase the LPN tuition for 2009-2010 from \$7,500.00 to \$8,000.00 for in-district students, from \$8,500.00 to \$9,000.00 for out-of-district students, and from \$9,500.00 to \$10,000.00 for students on Martha's Vineyard or Nantucket. Motion passed unanimously.

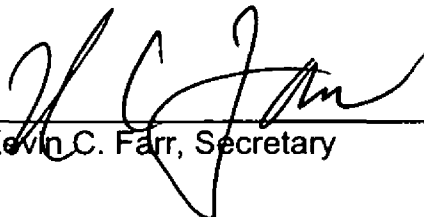
FY2010 Proposed Budget – Mr. Farr reviewed the proposed FY2010 budget by account sub-totals. He informed the committee that no new positions had been added to the proposed budget and that the amount of money budgeted for professional development has been decreased from the FY2009 budget. He highlighted key areas of the budget and reviewed the enrollment numbers of the five member towns.

At this point in the meeting, the committee discussed the upcoming National School Boards' Association annual conference that some of the members are scheduled to attend in April in San Diego. The committee discussed whether or not this was an appropriate expenditure in these difficult financial times. Mrs. Blackwell made a motion, seconded by Mr. Pearce, to cancel committee members' attendance at the 2009 National School Boards' Association annual conference. Motion passed unanimously.

Mr. Pereira made a motion, seconded by Mr. Pearce, to adjourn the regular meeting at 8:25 P.M. Motion passed unanimously.

A True Copy Attest

Date: 3/16/09
(Seal)


Kevin C. Farr, Secretary

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL**MEMO**

**TO: TOWN ADMINISTRATOR
CHAIR, BOARD OF SELECTMEN
CHAIR, FINANCE COMMITTEE**

**FROM: KEVIN C. FARR
SUPERINTENDENT**

DATE: MARCH 5, 2009

RE: BUDGET PUBLIC HEARING

2009 MAR 6 AM 9 46
TOWN CLERK'S OFFICE,
BOURNE, MASS

Please be advised that the public hearing for Upper Cape Cod Regional Technical School's FY10 budget will be held on Thursday, March 12th at 6:30 P.M. in the Edgar Caron Library. This is your opportunity as a town official to provide input and get answers to your questions before the Upper Cape Cod Regional Vocational-Technical School District budget is approved.

Should you have any questions, feel free to contact me. Thank you for your support of **your** regional technical school.

Upper Cape Cod Regional Technical School

220 SANDWICH ROAD, BOURNE, MASSACHUSETTS 02532
www.uppercapetech.com

Kevin C. Farr
Superintendent

Telephone: Area 508
759-7711 - 295-1320 - 563-5515
Voice / TTY
FAX: 508-759-7208

REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY
MARCH 12, 2009

REGULAR SCHOOL COMMITTEE MEETING
6:15 P.M. - EDGAR CARON LIBRARY

2009 MAR 6 AM 9 46
TOWN CLERK'S OFFICE
BOURNE, MASS

1. Meeting Called to Order
2. Student Advisory Representative
3. Public Participation
4. Approval of Minutes of February 12, 2009 Regular Meeting
5. Communications
6. Report of Committees
7. MASC Report
8. Presentation of Bills
9. Superintendent's Report
10. Old Business
 - A. FY10 Budget Public Hearing (6:30 p.m.)
11. New Business
 - A. Wind Turbine Funding
 - B. Renovation Plan Proposal - Summer 2009
 - C. Graduation Rate Report

"And such other business as may properly come before this meeting."



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
MARCH 12, 2009 MEETING HELD AT THE SCHOOL

PRESENT: Donald Haynes, Chair; Joseph Agrillo; Penny Blackwell; Steven Chalke; Robert Fichtenmayer; Eunice Manduca; Kent Pearce; Kenneth Pereira; Edmund Zmuda; Kevin Farr; Robert Dutch; Sharon Brito, Recording Secretary.

The meeting was called to order at 6:15 PM followed by the Pledge of Allegiance to the Flag.

STUDENT ADVISORY REPRESENTATIVE: Macy Smolinsky, a junior in Health Careers from Bourne, and Jamie Martinez, also a junior in Health Careers from Falmouth discussed recent student activities. They discussed upcoming National Honor Society events such as the Daffodil Days fundraiser for the American Cancer Society. They discussed the upcoming Drama Club's performance of Othello as well as winter athletics and upcoming spring sports. The girls informed the committee that 18 medals were awarded at the SkillsUSA district competition. Medal winners will now compete at the state competition on April 30th.

PUBLIC PARTICIPATION: None.

APPROVAL OF MINUTES: A motion was made by Mrs. Blackwell, seconded by Mr. Pereira, for approval of the minutes of the February 12, 2009 regular meeting. Motion passed unanimously.

COMMUNICATIONS: None.

REPORT OF COMMITTEES: None.

MASC REPORT: Mr. Pereira informed committee members that a "Charting the Course" workshop took place on March 7th for new school committee members. Mr. Agrillo stated that he was in attendance at the workshop. Mr. Pereira reminded the committee that the Day on the Hill will take place on May 7th at the State House.

PRESENTATION OF BILLS: Bills were circulated.

TOWN CLERK'S OFFICE
BOURNE, MASS
2009 APR 14 PM 3 33

TOWN CLERK'S OFFICE
BOURNE, MASS
2009 APR 14 PM 3 33

SUPERINTENDENT'S REPORT: Mr. Farr updated the committee on school activities since the last meeting and asked if there were any questions regarding his written report that was included in the mailout. He stated that Unit A negotiations are continuing and seem to be going very well. Last week, State Representative Vincent deMacedo of Plymouth came to tour the school and was very impressed with what he saw.

OLD BUSINESS:

FY2010 Public Budget Hearing – Mr. Farr informed the committee that there was only one change to the proposed budget that was presented at the February school committee meeting. The change is a reduced amount in employee benefits under fixed charges. The amount has been refigured with a 7.5% increase as opposed to the 10% increase that was projected in the original budget. This decrease in costs will result in a decrease of the assessments to the district towns. Mrs. Blackwell made a motion, seconded by Mr. Fichtenmayer, that the Upper Cape Cod Regional Vocational-Technical School District Committee adopt a gross operating budget for FY2010 in the amount of Eleven Million Nine Hundred Fifteen Thousand Seven Hundred Twenty Two (\$11,915,722.00), to be reduced by FY2010 Interest Revenue in the amount of Ninety Thousand (\$90,000.00), FY2010 Tuition Revenue in the amount of Twenty Four Thousand Eight Hundred Seventy Four (\$24,874.00), FY2010 Municipal Medicaid in the amount of Fifty Thousand (\$50,000.00), FY2010 E&D in the amount of Two Hundred Fifty Thousand (\$250,000.00), FY2010 Transportation Aid in the amount of Four Hundred Ninety Nine Thousand Six Hundred Twenty Five (\$499,625.00), FY2010 LPN Tuition in the amount of Two Hundred Forty Thousand (\$240,000.00) and together with any available State Aid; and that the Committee adopt a gross capital budget for FY2010 in the amount of Four Hundred Forty Eight Thousand Eight Hundred Seventy (\$448,870.00). Motion passed unanimously.

NEW BUSINESS:

Graduate Rate Report – Mr. Dutch reviewed the graduation data for the Class of 2008. The graduation rate data is a component of Annual Yearly Progress which is part of the No Child Left Behind Act. The numbers show that Upper Cape Tech is doing well in this area. Mr. Dutch has, however, contacted schools who are doing even better to see what programs they have in place that could be implemented here. Plans are being developed and the administration is working with faculty, staff and students in this area.

At this point in the meeting, Mr. Haynes made a motion, seconded by Mr. Zmuda, to name the school's memorial garden "The Rose M. Merritt Memorial Garden." Motion passed unanimously.

Mr. Farr commented that the school's golf tournament will now be called "The Bette-Lee Marsland Memorial / Upper Cape Tech Open Golf Tournament."

Wind Turbine Funding – Michael Hanlon and Stephen Wiehe of Weston & Sampson Engineers, Inc. presented an update on the large wind turbine project. In February 2008, Weston & Sampson developed a feasibility study which was funded through a Massachusetts Technology Council (MTC) grant. Since that time, the district has also been awarded a \$400,000 grant from the MTC which will be used for the design and construction phases. The gentlemen presented a wind resources assessment and discussed siting options for the wind turbine. They displayed photo simulations which showed what the turbine would look like from different vantage points. Also discussed were permitting and ordinances for the town of Bourne. Mr. Wiehe discussed project costs that would be associated with a 100kw, a 600kw, and a 1,250kw turbine as well as the projected net cash flow. Potential funding sources were reviewed and the next steps in the process were discussed. Mrs. Blackwell made a motion, seconded by Mr. Pereira, to follow the recommendation of the Superintendent and transfer \$41,250.00 from Use of Building (02-8917-0000-0000) and \$15,000.00 from Miscellaneous Revenue (02-8923-0000-0000) to Reserve Wind Turbine Design (50-8942-0000-00-0000) for the wind turbine design. Motion passed unanimously. This transfer along with the MTC grant award of \$125,000.00 will cover the estimated total design budget of the large scale wind turbine.

Renovation Plan Proposal for Summer 2009 – Now that the renovation of the Bus Barn into the Marine Services shop is nearing completion, administration has been researching options for the utilization of the existing Marine Services shop. After talking to the Leadership Team and staff members, it appears that Landscaping would be the best program to utilize that shop area. Landscaping needs a permanent home. In addition, although the student population has been consistent, it is anticipated that the population will increase by 55 students over the next few years which would lead to a need for two more classrooms. The proposed plan would provide a permanent home for Landscaping as well as two additional classrooms. Mr. Forget and Mr. McCue presented a CAD plan for the proposed use of the existing Marine Services shop. Mrs. Blackwell made a motion, seconded by Mr. Pearce, to transfer \$200,000.00 from Adult Education LPN Revenue (02-8910-0000-03-0000) and \$79,100.00 from Adult Education (02-8910-0000-00-0000) to Reserve Horticulture Landscaping (02-8948-0000-00-0000). Motion passed unanimously.

At this point in the meeting, Mr. Haynes distributed sub-committee assignments to the committee and asked them to contact him if they had any concerns.

Mrs. Blackwell made a motion, seconded by Mr. Chalke, to adjourn the regular meeting at 8:45 P.M. Motion passed unanimously.

A True Copy Attest

Date: 4/13/09

(Seal)

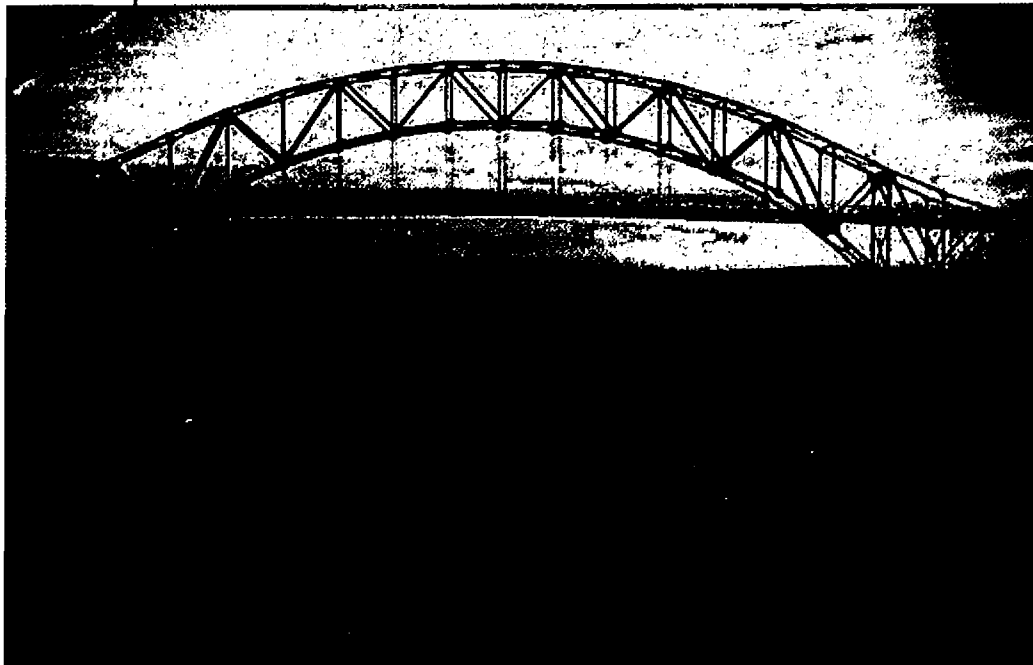

Kevin C. Fan, Secretary

Upper Cape Cod Regional Vocational Technical School District

Kevin C. Farr, Superintendent

220 Sandwich Road
Bourne, MA 02532

Phone: 508-759-7711
Fax: 508-759-7208
www.uppercapetech.com



Bourne

Falmouth

Marion

Sandwich

Wareham

*"Your bridge to the future,
your gateway to success"*

Approved unanimously by School Committee March 12, 2009

Upper Cape Cod Regional Technical School

220 SANDWICH ROAD, BOURNE, MASSACHUSETTS 02532

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REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY
APRIL 9, 2009

REGULAR SCHOOL COMMITTEE MEETING
6:15 P.M. - EDGAR CARON LIBRARY

1. Meeting Called to Order
2. Student Advisory Representative
3. Public Participation
4. Approval of Minutes of March 12, 2009 Regular Meeting
5. Communications
6. Report of Committees
7. MASC Report
8. Presentation of Bills
9. Superintendent's Report
10. Old Business
 - A. CanalSide Commons
11. New Business
 - A. FY08 Audit Report
 - B. Marketing Specialist Position
 - C. School Bus Purchase Approval
 - D. School Choice Vote
 - E. 2009-2010 School Calendar Approval

Executive Session

- A. Clarification on Conflict of Interest

"And such other business as may properly come before this meeting."

2009 APR 2 PM 12 48
TOWN CLERK'S OFFICE
BOURNE, MASS



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
APRIL 9, 2009 MEETING HELD AT THE SCHOOL

PRESENT: Donald Haynes, Chair; Joseph Agrillo; Penny Blackwell; Steven Chalke; Robert Fichtenmayer; Eunice Manduca; Kenneth Pereira; Edmund Zmuda; Kevin Farr; Robert Dutch; Sharon Brito, Recording Secretary.

The meeting was called to order at 6:15 PM followed by the Pledge of Allegiance to the Flag.

STUDENT ADVISORY REPRESENTATIVE: Macy Smolinsky, a junior in Health Careers from Bourne, and Kelsey Lombardi, a sophomore in Culinary Arts from Sandwich discussed recent student activities. They discussed the spring sports teams, commenting that the coaches have received a number of compliments from other schools regarding the excellent condition of the fields. Macy also discussed the activities of Student Council, InterAct, and the Human Rights Group as well as upcoming senior class activities. The Senior Class Prom will be held on May 16th at Pinehills Country Club and graduation will take place on June 7th. Finally, the girls discussed the drama club production that was recently held, thanking Mr. Haynes for operating the lighting for all of the productions.

PUBLIC PARTICIPATION: None.

APPROVAL OF MINUTES: A motion was made by Mrs. Blackwell, seconded by Mr. Pereira, for approval of the minutes of the March 12, 2009 regular meeting. Motion passed unanimously.

COMMUNICATIONS: Mr. Farr read a letter from the Massachusetts Vocational Association thanking the school for the raffle prize they donated in association with the annual conference.

REPORT OF COMMITTEES: None.

MASC REPORT: Mr. Pereira informed committee members that a "Charting the Course" workshop will be held on April 18th for new school committee members. Mr. Fichtenmayer is scheduled to attend this workshop. He also reminded the committee that the Day on the Hill will take place on May 7th at the State House. Mr. Haynes, Mr. Chalke, and Ms. Manduca will attend along with Mr. Farr. Also, MASC award nomination booklets have mailed to all committee members. Mr. Pereira asked members to review the booklet and determine if they would like to make any nominations.

Mr. Pereira made a motion, seconded by Mr. Chalke, to nominate Ms. Blackwell to serve as Secretary/Treasurer of MASC. Motion passed unanimously.

PRESENTATION OF BILLS: Bills were circulated.

SUPERINTENDENT'S REPORT: Mr. Farr updated the committee on school activities since the last meeting and asked if there were any questions regarding his written report that was included in the mailout. He discussed a meeting that he and Mr. Haynes attended with the Commissioner of Education regarding stimulus funds.

OLD BUSINESS:

CanalSide Commons – Tabled until a future meeting.

NEW BUSINESS:

FY08 Audit Report – The Superintendent welcomed Allan Smith, CPA. Mr. Smith discussed the audit process at the school and district level, explaining the controls that are examined as well as the policies and procedures that are in place for these controls. He also discussed retiree and post-employment benefits under the new Governmental Accounting Standards Board standards 43 and 45. These standards direct how state and local governments account for and report other post-employment benefits that are separate from pension benefits, such as retiree health benefits. Mr. Smith and Rose Crosby discussed the steps the district will take to be in compliance with these standards. Ms. Blackwell made a motion, seconded by Mr. Pereira, to accept the FY08 Audit Report as presented. Motion passed unanimously.

Marketing Specialist Position – Mr. Farr introduced Hank Tuohy who has been recommended for the position of Marketing Specialist. Mr. Dutch discussed the workings of the Revenue Enhancement Task Force and how this position came about. Mr. Tuohy then presented a brief summary of his marketing background and discussed his involvement with the school as a member of the Sandwich Finance Committee and the school's Strategic Planning Committee. Mr. Farr proposed a \$15,600 draw against future commissions for thirteen weeks. Mr. Tuohy will be paid 30% of commissions. Mr. Zmuda made a motion, seconded by Mr. Fichtenmayer, to appoint Mr. Tuohy as the Marketing Specialist contingent upon a fully-executed contract. Motion passed unanimously. Mr. Agrillo made a motion, seconded by Mr. Fichtenmayer, to change the title of the position from Marketing Specialist to Director of Development. Motion passed unanimously.

School Bus Purchase Approval – Mr. Farr distributed revised specifications for the purchase of a new 71-passenger school bus. The revised specifications include a solid state digital recording surveillance system with an event marker. Ms. Blackwell made a motion, seconded by Mr. Fichtenmayer, to go out to bid for the purchase of a new 71-passenger school bus in accordance with the revised bid specifications. Motion passed unanimously.

School Choice Vote – Mr. Pereira made a motion, seconded by Ms. Blackwell, to follow the recommendation of the Superintendent and not participate in school choice for the 2009-2010 school year. Motion passed unanimously.

2009-2010 School Calendar Approval – Ms. Blackwell made a motion, seconded by Mr. Chalke, to approve the 2009-2010 school calendar as distributed. Motion passed unanimously.

Ms. Blackwell made a motion, seconded by Mr. Chalke, to adjourn the regular meeting at 8:00 P.M. and enter into Executive Session for the purpose of discussing a conflict of interest and not to return to Open Session. Roll call vote - Motion passed unanimously.

A True Copy Attest

Date:

5/15/09
(Seal)

Kevin C. Farr, Secretary

Upper Cape Cod Regional Technical School

220 SANDWICH ROAD, BOURNE, MASSACHUSETTS 02532

www.uppercapetech.com

Kevin C. Farr
SuperintendentTelephone: Area 508
759-7711 - 295-1320 - 563-5515
Voice / TTY
FAX: 508-759-7206**REGIONAL SCHOOL COMMITTEE MEETING****THURSDAY
MAY 14, 2009****REGULAR SCHOOL COMMITTEE MEETING
6:15 P.M. - EDGAR CARON LIBRARY****2009 MAY 7 AM 8 58
TOWN CLERK'S OFFICE
BOURNE, MASS**

1. Meeting Called to Order
2. Student Advisory Representative
3. Public Participation
4. Approval of Minutes of April 9, 2009 Regular Meeting & April 9, 2009 Executive Session
5. Communications
6. Report of Committees
7. MASC Report
8. Presentation of Bills
9. Superintendent's Report
10. Old Business
 - A. Marine Project Update
11. New Business
 - A. Bread Bid Award
 - B. Milk Bid Award
 - C. Bus Purchase Bid Award
 - D. Student Handbook Approval
 - E. Summer Projects
 - F. Budget Transfers
 - G. Revenue Enhancement Task Force

"And such other business as may properly come before this meeting."

BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
MAY 14, 2009 MEETING HELD AT THE SCHOOL

PRESENT: Donald Haynes, Chair; Joseph Agrillo; Penny Blackwell; Steven Chalke; Robert Fichtenmayer; Eunice Manduca; Kent Pearce; Kenneth Pereira; Edmund Zmuda; Kevin Farr; Robert Dutch; Sharon Brito, Recording Secretary.

The meeting was called to order at 6:15 PM followed by the Pledge of Allegiance to the Flag.

STUDENT ADVISORY REPRESENTATIVE: No student was present and no report was available.

PUBLIC PARTICIPATION: None.

APPROVAL OF MINUTES: A motion was made by Mr. Pereira, seconded by Ms. Blackwell, for approval of the minutes of the April 9, 2009 regular meeting and the April 9, 2009 executive session. Motion passed unanimously.

COMMUNICATIONS: Mr. Farr read a letter from the Bourne Friends Food Pantry thanking the students for sponsoring a food drive for the organization. Ms. Blackwell commented favorably on an e-mail that was included in the mailout to the committee regarding the inclusion of the school's "Shakespeare at the Tech" program in the American School Board Journal's Magna Best Practices Database.

REPORT OF COMMITTEES: Mr. Pereira informed committee members that the Negotiations Sub-Committee continues to meet with Unit A and Unit B and the negotiations process is remaining positive and collegial. Mr. Pereira stated that they have also met with the Superintendent regarding his contract.

MASC REPORT: Mr. Pereira reminded committee members that another Academy for School Leadership will take place in Hyannis on May 15th and 16th. Mr. Agrillo will be in attendance. A Division VII meeting will take place at Upper Cape Tech on May 21st. Ms. Blackwell agreed to serve as the voting delegate at the MASC annual business meeting in November and Mr. Chalke agreed to serve as the alternate.

TOWN CLERK'S OFFICE
2009 JUN 15 PM 2 50

PRESENTATION OF BILLS: Bills were circulated.

SUPERINTENDENT'S REPORT: Mr. Farr updated the committee on school activities since the last meeting and asked if there were any questions regarding his written report that was included in the mailout. He commended John Creed for arranging a visit to the school from State Treasurer Timothy Cahill, who was very impressed with the school operations and its appearance.

OLD BUSINESS:

Marine Project Update – Mr. Forget and Mr. McCue updated the committee on this project which is nearing completion. Mr. Haynes commended Mr. Forget and Mr. McCue for their facilitation of this project, which has come in under the amount budgeted.

NEW BUSINESS:

Bread Bid Award – Ms. Blackwell made a motion, seconded by Mr. Pereira, to award the bread bid to the sole bidder, Interstate Sales Corporation, for the 2009-2010 school year. Motion passed unanimously.

Milk Bid Award – Ms. Blackwell made a motion, seconded by Mr. Fichtenmayer, to award the milk bid to the low bidder, Garelick Farms, for the 2009-2010 school year. Motion passed unanimously.

Bus Purchase Bid Award – The Superintendent distributed the bid results to the committee. He explained that three companies bid but only one company met the bid specifications by including a wet-sleeved diesel engine. Mr. Pearce made a motion, seconded by Mr. Pereira, to award the bid for a 71-passenger bus purchase to Dattco Sales & Service for a cost of \$80,367.05. Motion passed unanimously.

Student Handbook Approval – Peg Muraca, Assistant Principal, explained the changes that were being proposed to the student handbook. A discussion ensued regarding student parking fees, which are currently \$5.00. Ms. Blackwell made a motion, seconded by Mr. Pereira, to increase the annual student parking fee to \$10.00 for the 2009-2010 school year. 7 in favor; one opposed – Motion passed.

Mr. Zmuda entered the meeting at 7:12 P.M.

Ms. Blackwell made a motion, seconded by Mr. Fichtenmayer, to approve the revisions to the Student Handbook. Motion passed unanimously.

Summer Projects – Mr. Forget and Mr. McCue discussed the proposed plans for a Multi-Purpose Hall in the existing Landscape Contracting shop which will be relocated into the former Marine shop area. The scope of the project would include a room divider to make two areas for meetings and possible usage for classroom space as needed. The front of the Multi-Purpose Hall would be used for a secured storage area for portfolios and SkillsUSA materials. Mr. Pearce stated that he would like to see a detailed breakdown of the costs to furnish these rooms. Ms. Blackwell made a motion, seconded by Mr. Chalke, to table this agenda item until the June meeting. Motion passed unanimously.

Budget Transfers –

Mr. Pereira made a motion, seconded by Mr. Chalke, to transfer \$6,650 from Teachers SPED (50-2310-0100) to Student Activities Other (50-3520-0600) to fund the National SkillsUSA competition.

Ms. Blackwell made a motion, seconded by Mr. Chalke, to make the following budget transfers:

Transfer From:

School Committee Other (50-1110-0600)
\$5,000.00

SPED Teachers (50-2310-0100)
\$17,305.00

Instructional Assistants (50-2330-0300)
\$6,400.00

Staff Professional (50-2353-0100)
\$6,000.00

Guidance Recruitment (50-2710-0600-03)
\$10,000.00

Teachers Salaries (50-2305-0100-01)
\$50,000.00

Transfer To:

School Committee Clerical (50-1110-0200)
\$2,500.00
SD Advertising (50-1210-0600-02)
\$2,500.00

Business Legal Services (50-1430-0400)
\$17,305.00

Library Clerical (50-2340-0200)
\$6,400.00

Professional Development (50-2357-0600)
\$6,000.00

Guidance Other (50-2710-0600-01)
\$10,000.00

Psychological Contractual (50-2800-0400-02)
\$10,000.00
Heating Fuel (50-4120-0500)
\$40,000.00


Motion passed unanimously.

Revenue Enhancement Task Force – Mr. Pereira made a motion, seconded by Ms. Blackwell, to disband the Revenue Enhancement Task Force. Motion passed unanimously.

Mr. Pereira made a motion, seconded by Mr. Chalke, to adjourn the regular meeting at 8:20 P.M. Motion passed unanimously.

A True Copy Attest

Date: 6-12-09
(Seal)


Kevin C. Farr, Secretary

Upper Cape Cod Regional Technical School

220 SANDWICH ROAD, BOURNE, MASSACHUSETTS 02532

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May 19, 2009

2009 MAY 33 PM 12 08
TOWN CLERK'S OFFICE
BOURNE, MASS

Mr. Tom Guerino
Town Administrator
Bourne Town Hall
24 Perry Ave.
Buzzards Bay, MA 02532

Dear Mr. Guerino:

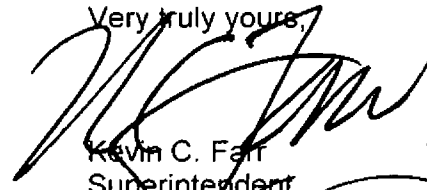
Please be advised that all of the member towns have approved the original budget presented in March.

In accordance with Section V(C) of the Regional District Agreement among the towns with respect to the establishment of the Upper Cape Cod Regional Vocational-Technical School District, please be advised that the School Committee has established an Operating Budget of \$11,915,722 and a Capital Budget of \$448,870 for the fiscal year ending June 30, 2010. The impact of this budget on the individual towns is reduced by State Aid, tuition and other receipts in the amount of \$4,224,638. Total Net Operating Costs assessed to the communities, therefore, becomes \$8,139,954 in accordance with budget detail attached. In accordance with the Education Reform Act and the Regional District Agreement formula, the assessment for the Town of Bourne is as follows:


Operating	\$1,362,838.00
Capital	<u>79,842.00</u>
Total Assessment	<u>\$1,442,679.00</u>

Quarterly payments in the amount of \$360,669.75 are due July 1st, October 1st, January 1st and April 1st from the Town of Bourne. If you have any question, please do not hesitate to contact me.

Very truly yours,



Kevin C. Farr
Superintendent



Kenneth Pereira
Treasurer, School Committee

cc:

Town Clerk

Town Treasurer

Finance Committee, Chair



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

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REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY
JUNE 11, 2009

REGULAR SCHOOL COMMITTEE MEETING
6:15 P.M. - EDGAR CARON LIBRARY

1. Meeting Called to Order
2. Student Advisory Representative
3. Public Participation
4. Approval of Minutes of May 14, 2009 Regular Meeting
5. Communications
6. Report of Committees
7. MASC Report
8. Presentation of Bills
9. Superintendent's Report
10. Old Business
 - A. Summer Projects
11. New Business
 - A. Student Presentation - Pre-Engineering / Electronics
 - B. School Improvement Plan
 - C. CanalSide Commons
 - D. Spring Program Advisory Minutes
 - E. Cafeteria Gas Oven / Steamer Bid Award

Executive Session

- A. Real Estate
- B. Personnel Issues

"And such other business as may properly come before this meeting."



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
JUNE 11, 2009 MEETING HELD AT THE SCHOOL

2009 JUL 15 11 28
TECHNICAL CLERK'S OFFICE
FALMOUTH, MASS.

PRESENT: Donald Haynes, Chair; Joseph Agrillo; Penny Blackwell; Steven Chalke; Robert Fichtenmayer; Eunice Manduca; Kent Pearce; Kenneth Pereira; Kevin Farr; Robert Dutch; Sharon Brito, Recording Secretary.

The meeting was called to order at 6:15 PM followed by the Pledge of Allegiance to the Flag.

STUDENT ADVISORY REPRESENTATIVE: Linnea Borden, a junior in Environmental Technology from Falmouth, and Miranda Collins, a junior in Marine Technology from Sandwich, reported on recent student activities. They informed the committee that members of the InterAct club will be volunteering on Tuesday evenings at the ShamRods car show. Members of the freshmen class and the National Honor Society have held car washes to raise money for their groups. The girls also discussed the results of the recent SkillsUSA state competition at which a gold medal was won in the area of Occupational Safety and Health Administration. The group of students who won the gold medal will travel to Kansas City at the end of June for the national competition.

At 6:22 P.M., Ms. Blackwell made a motion, seconded by Mr. Pereira, to move into Executive Session for the purpose of discussing negotiations and to return to Open Session. Roll call vote – Motion passed unanimously.

Open Session resumed at 6:30 P.M.

Mr. Pereira, Chair of the Negotiations Sub-Committee, announced that an agreement had been reached for a new three-year contract with the Superintendent. In the first year of the contract, there will be no salary increase. The Superintendent will, however, be granted five additional vacation days for the duration of the contract. The contract will be re-opened for salary discussion in 2010-2011 and 2011-2012. Ms. Blackwell made a motion, seconded by Mrs. Manduca, to approve the terms of the employment contract with the Superintendent as presented. Motion passed unanimously. Mr. Farr thanked the committee.

PUBLIC PARTICIPATION: Mr. Pereira announced that Walter Healy, Executive Director of the Cape Cod Collaborative, has retired and will be replaced by Paul Hilton.

APPROVAL OF MINUTES: A motion was made by Ms. Blackwell, seconded by Mr. Chalke, for approval of the minutes of the May 14, 2009 regular meeting. Motion passed unanimously.

COMMUNICATIONS: None.

REPORT OF COMMITTEES: None.

MASC REPORT: Mr. Pereira displayed a recent edition of the MASC Bulletin which included a front page picture of our School Committee members at the Day on the Hill at the State House. Mr. Pereira reminded committee members that the MASC Joint Conference is scheduled for November 18th – 21st in Hyannis. Also, the Chair of Division VII is stepping down. Ms. Blackwell will be filling that vacancy until elections are held.

PRESENTATION OF BILLS: Bills were circulated.

SUPERINTENDENT'S REPORT: Mr. Farr updated the committee on school activities since the last meeting and asked if there were any questions regarding his written report that was included in the mailout. Upper Cape Tech recently hosted a stimulus regional meeting at which the Associate Commissioner of the Department of Elementary and Secondary Education was in attendance. Mr. Farr thanked everyone for their assistance with the graduation ceremony. It was the second outdoor ceremony and the weather was perfect.

OLD BUSINESS:

Summer Projects – Mr. Forget and Mr. McCue presented the detailed information that was included in the mailout regarding the proposed renovation of the existing Landscaping shop into a multi-purpose room. Mrs. Manduca made a motion, seconded by Mr. Fichtenmayer, to approve the plan to renovate the Landscaping shop into a multi-purpose room as presented. Motion passed unanimously. Ms. Blackwell made a motion, seconded by Mrs. Manduca, to transfer the following:

\$20,000.00 from Adult Ed LPN Revenue (02-8910-0000-03-0000)
\$20,000.00 from Book Revolving Revenue (08-8902-0000-00-0000)
\$25,000.00 from Miscellaneous Revenue (02-8923-0000-00-0000)
\$25,000.00 from Reserve Marine Building (02-8946-0000-00-0000)

Into:

Reserve Multi-Purpose Room (02-8943-0000-00-0000)

NEW BUSINESS:

Pre-Engineering Student Presentation – Instructor Tim Smith introduced sophomore students Dylan O'Neill and Mark Gianferante. The two boys presented their robotics project that they developed for the SkillsUSA competition.

School Improvement Plan – Mr. Dutch introduced Trish Herlihy, a member of the School Council and Parent / Teacher Organization. Mr. Dutch then explained the process of the development of the School Improvement Plan which was spearheaded by the School Council. The first step is to identify the strengths and weaknesses within the school. Next, they are put to paper with recommendations on how to address the weaknesses and improve the strengths. Finally, the initial goals were pared down and the group chose seven of them to focus on. Ms. Herlihy commented on the fact that she was always impressed with the positive attendance at the School Council meetings. They are an enthusiastic group that pays close attention to detail. Mr. Pereira made a motion, seconded by Ms. Blackwell, to approve the School Improvement Plan as distributed in the mailout. Motion passed unanimously.

CanalSide Commons – Lenord Cubellis presented his most recent proposal for the CanalSide Commons, asking the committee if the discussions regarding the bypass road and intersection could start fresh since so many years had passed. Mr. Cubellis discussed the plans for housing units and retail shops and asked the committee to consider if they want a signalized intersection.

Spring Program Advisory Minutes – Ms. Blackwell made a motion, seconded by Mr. Agrillo, to approve the spring program advisory minutes as distributed in the mailout. Motion passed unanimously.

Cafeteria Gas Oven / Steamer Bid Award – The bid results for the cafeteria gas oven / steamer were distributed to the committee. Mr. Agrillo made a motion, seconded by Mr. Pearce, to award the bid for the cafeteria gas oven / steamer to low bidder, Fall River Sales & Supply, Inc. d/b/a Highland Restaurant Supply, at a cost of \$38,017.43. Motion passed unanimously. Mr. Pereira made a motion, seconded by Mr. Fichtenmayer, to transfer \$38,108.00 from Teachers (50-2305-0100-01) to Cafeteria / Culinary (50-2420-0500-05). Four in favor; four opposed – Motion failed.

Committee members requested to be provided with a list of every piece of kitchen equipment that has been purchased within the past five years.

Mr. Pereira made a motion, seconded by Ms. Blackwell, to adjourn to Executive Session at 8:10 P.M. for the purpose of discussing real estate and personnel issues and to return to Open Session. Roll call vote - Motion passed unanimously.

Open Session resumed at 8:47 P.M. Ms. Manduca made a motion, seconded by Ms. Blackwell, to adjourn the regular meeting at 8:48 P.M. Motion passed unanimously.

A True Copy Attest

Date:

7/13/09
(Seal)


Kevin C. Farr, Secretary

Upper Cape Cod Regional Technical School

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REGIONAL SCHOOL COMMITTEE MEETING

WEDNESDAY
JULY 1, 2009

BUDGET SUB-COMMITTEE MEETING
5:00 P.M. - SUPERINTENDENT'S OFFICE

NEGOTIATIONS SUB-COMMITTEE MEETING
6:00 P.M. - SUPERINTENDENT'S OFFICE

BOURNE, MASS.
TOWN CLERK'S OFFICE

2009 JUN 26 PM 12 15



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

Posted 6-26-09

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REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY
JULY 9, 2009

BUDGET SUB-COMMITTEE MEETING
5:00 P.M. – SUPERINTENDENT'S OFFICE

REGULAR SCHOOL COMMITTEE MEETING
6:15 P.M. – EDGAR CARON LIBRARY

1. Meeting Called to Order
2. Student Advisory Representative
3. Public Participation
4. Approval of Minutes of June 11, 2009 Regular Meeting & June 11, 2009 Executive Session
5. Communications
6. Report of Committees
7. MASC Report
8. Presentation of Bills
9. Superintendent's Report
10. Old Business
 - A. Cafeteria / Culinary Equipment Review
11. New Business
 - A. Community Service Learning Grant
 - B. FY10 Amended Budget
 - C. Budget Transfers

Executive Session

- A. Personnel Issues

"And such other business as may properly come before this meeting."

2009 JUL 9 PM 1 04



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
JULY 9, 2009 MEETING HELD AT THE SCHOOL

PRESENT: Donald Haynes, Chair; Joseph Agrillo; Steven Chalke; Robert Fichtenmayer; Eunice Manduca; Kent Pearce; Kenneth Pereira; Edmund Zmuda; Kevin Farr; Robert Dutch; Sharon Brito, Recording Secretary.

The meeting was called to order at 6:22 PM followed by the Pledge of Allegiance to the Flag.

STUDENT ADVISORY REPRESENTATIVE: No student was present and no report was available.

PUBLIC PARTICIPATION: Mr. Haynes welcomed John Creed, Public Relations Specialist.

APPROVAL OF MINUTES: A motion was made by Mr. Chalke, seconded by Mr. Fichtenmayer, for approval of the minutes of the June 11, 2009 regular meeting. Motion passed unanimously. Mrs. Manduca made a motion, seconded by Mr. Chalke, to approve the portions of the June 11, 2009 Executive Session pertaining to the Superintendent's contract and real estate issues. Motion passed unanimously.

COMMUNICATIONS: The Superintendent read a letter from the Director of Human Resources at the Martha's Vineyard Hospital expressing their gratitude for all that Upper Cape Tech did to create an LPN program on the island.

REPORT OF COMMITTEES: Mr. Pereira, Chair of the Negotiations Sub-Committee, reported that the next negotiations session with Unit A will take place on July 15th.

MASC REPORT: Mr. Pereira reminded committee members that there is a discounted registration rate being offered until July 15th for the annual conference in November. Mr. Pereira made a motion, seconded by Mr. Zmuda, to send out a letter of support for Penny Blackwell's nomination for Secretary-Treasurer of MASC contingent upon the fact that it is allowable for public funds to be used for this. Motion passed unanimously.

PRESENTATION OF BILLS: Bills were circulated.

TOWN CLERK'S OFFICE
2009 SEP 10 PM 12 56

SUPERINTENDENT'S REPORT: Mr. Farr updated the committee on school activities since the last meeting and asked if there were any questions regarding his written report that was included in the mailout. He distributed a progress report on the activities of the Director of Development as well as a copy of his employment contract. Discussion ensued regarding the fact that the school has not yet obtained status as a 501c(3) and that donations could not be accepted due to this fact. Discussion then ensued regarding if the initial contract should have been 13 weeks or 26 weeks.

OLD BUSINESS:

Cafeteria & Culinary Equipment Report – Mr. Silvia, Team Supervisor of Service Industries, thanked the committee for their continued support of the Culinary Arts program. He and Peter Winiarski, Culinary Arts Instructor, reviewed the current equipment that existed in both kitchens and updated them on the status of the equipment and the program's future needs.

NEW BUSINESS:

Community Service Learning Grant – Donald Zaffini, Social Studies Instructor, presented a PowerPoint presentation regarding a community service project that Upper Cape Tech students recently completed. The school received a grant to work with the Shawme Heights Nursing Home in converting a small laundry room at the facility into a beauty salon. The project involved students from Cosmetology, Electrical, Carpentry, Plumbing and Heating, and Health Careers as well as students taking Business classes.

FY10 Amended Budget – Information was distributed regarding the proposed FY10 amended budget. The FY10 Governor's Conference Committee recently released the new regional local contributions which changed the town assessments. In addition, revised Chapter 70 and regional transportation reductions were released. Mr. Pereira made a motion, seconded by Mr. Chalke, to rescind the following vote taken at the March 12, 2009 regular meeting:

"Mrs. Blackwell made a motion, seconded by Mr. Fichtenmayer, that the Upper Cape Cod Regional Vocational-Technical School District Committee adopt a gross operating budget for FY2010 in the amount of Eleven Million Nine Hundred Fifteen Thousand Seven Hundred Twenty Two (\$11,915,722.00), to be reduced by FY2010 Interest Revenue in the amount of Ninety Thousand (\$90,000.00), FY2010 Tuition Revenue in the amount of Twenty Four Thousand Eight Hundred Seventy Four (\$24,874.00), FY2010 Municipal Medicaid in the amount of Fifty Thousand (\$50,000.00), FY2010 E&D in the amount of Two Hundred Fifty Thousand (\$250,000.00), FY2010 Transportation Aid in the amount of Four Hundred Ninety Nine Thousand Six Hundred Twenty Five (\$499,625.00), FY2010 LPN Tuition in the amount of Two Hundred Forty Thousand (\$240,000.00) and together with any available State Aid; and that the Committee adopt a gross capital budget for FY2010 in the amount of Four Hundred Forty Eight Thousand Eight Hundred Seventy (\$448,870.00). Motion passed unanimously."

Motion passed unanimously.

Mr. Pereira made a motion, seconded by Mr. Chalke, that the Upper Cape Cod Regional Vocational-Technical School District Committee adopt a gross operating budget for FY2010 in the amount of Eleven Million Seven Hundred Thousand Three Hundred Fifty Four (\$11,700,354.00), to be reduced by FY2010 Interest Revenue in the amount of Ninety Thousand (\$90,000.00), FY2010 Tuition Revenue in the amount of Twenty Four Thousand Eight Hundred Seventy Four (\$24,874.00), FY2010 Municipal Medicaid in the amount of Fifty Thousand (\$50,000.00), FY2010 E&D in the amount of Two Hundred Fifty Thousand (\$250,000.00), FY2010 Transportation Aid in the amount of Three Hundred Fifty One Thousand One Hundred Eighty Eight (\$351,188.00), FY2010 LPN Tuition in the amount of Two Hundred Forty Thousand (\$240,000.00) and together with any available State Aid; and that the Committee adopt a gross capital budget for FY2010 in the amount of Four Hundred Forty Eight Thousand Eight Hundred Seventy (\$448,870.00). Motion passed unanimously.

Budget Transfers – Mr. Pereira made a motion, seconded by Mr. Zmuda, to make the following budget transfers:

<u>From:</u>	<u>To:</u>
SD Travel 50-1210-0600-01 \$1,309 Cover shortfall for legal	Business Legal 50-1430-0400 \$1,309
Principal Travel 50-2210-0600-01 \$1,950 Cover shortfall for reduction to secretarial to school year	Principal Clerical 50-2210-0200 \$1,950
Principal Printing 50-2210-0600-02 \$339 Cover shortfall	Principal Dues 50-2210-0600-03 \$339
Substitutes 50-2325-0300 \$11,550 Cover shortfalls reimbursements and conference travel	Professional Development 50-2357-0600 \$11,550
Guidance Counselors 50-2710-0100-02 \$5,734 Cover shortfalls	Psychological –Speech 50-2800-0400-01 \$79 Psychological Contractual 50-2800-0400-02 \$5,655
Custodial Uniforms 50-4110-0400 \$354 Cover shortfall	Custodial Supplies 50-4110-0500 \$354
Building Insurance 50-5200-0600 \$8683 Cover shortfall	Heating 50-4120-0500 \$117 Utility Services 50-4130-0500 \$8,566

Workers Comp
50-5100-0600-03 \$136
Cover shortfall

Unemployment Comp
50-5100-0600-02 \$136

Motion passed unanimously.

Mr. Pereira made a motion, seconded by Mr. Fichtenmayer, to make the following budget transfers:

From:

Teachers	50-2305-0100-01	36,000
SPED Teachers	50-2310-0100	26,800
Instructional Aides	50-2330-0300	36,000
Subs-Prof Develop.	50-2355-0300	5,800
Director Student Serv.	50-2710-0100-01	4,200
Guidance Counselors	50-2710-0100-02	4,300
Guidance Recruitment	50-2710-0600-03	4,100
Coaching	50-3510-0300	5,000
Athletic Other	50-3510-0600	9,500
Custodial Salaries	50-4110-0300	8,400
Health & Life Benefits	50-5100-0600-01	27,800

To:

Instructional Supplies	50-2430-0500	167,900
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Six in favor; one abstained - Motion passed.

Mr. Pereira made a motion, seconded by Mr. Zmuda, to make the following budget transfer:

From:

Bus Drivers	50-3300-0100	21,000.00
Transportation Contracted	50-3300-0400-02	36,600.00

To:

Transportation Supplies	50-3300-0500	57,600.00
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Motion passed unanimously.

Mr. Pereira made a motion, seconded by Mr. Chalke, to make the following budget transfers for unexpected invoices for FY2009:

From:

Building Insurance \$2,500
50-5200-0600
Cover shortfall

LPN Teachers \$2,268
50-1430-0400-00
Cover shortfall

To:

Psychological Contractual \$2,500
50-2800-0400-02

Legal \$2,268
50-1430-0400-00

Motion passed unanimously.

Mr. Pereira made a motion to enter into Executive Session at 8:15 P.M. to discuss personnel issues. Roll call vote – Motion passed unanimously.

Open Session resumed at 9:00 P.M.


Mr. Pearce made a motion, seconded by Mr. Pereira, to order a plaque that lists the names of all school committee members who have served on the committee for more than 15 years and to hang it in a conspicuous place in the building. Motion passed unanimously.

Mr. Pereira made a motion, seconded by Mrs. Manduca, to adjourn the regular meeting at 9:05 P.M. Motion passed unanimously.

A True Copy Attest

Date: _____

9-8-09
(Seal)



Kevin C. Farr, Secretary

Upper Cape Cod Regional Technical School

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REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY
JULY 23, 2009

SCHOOL COMMITTEE MEETING
6:30 P.M. - EDGAR CARON LIBRARY

1. Meeting Called to Order
2. Public Participation
3. Old Business
4. New Business

Executive Session
A. Litigation

2009 JUL 21 AM 11 41
TOWN CLERK'S OFFICE
FALMOUTH, MASS.

"And such other business as may properly come before this meeting."



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
JULY 23, 2009 MEETING HELD AT THE SCHOOL

PRESENT: Donald Haynes, Chair; Joseph Agrillo; Penny Blackwell; Robert Fichtenmayer; Eunice Manduca; Kent Pearce; Kenneth Pereira; Edmund Zmuda; Kevin Farr; Robert Dutch; John Creed; Sharon Brito, Recording Secretary.

The meeting was called to order at 6:30 P.M. followed by the Pledge of Allegiance to the Flag.

Mr. Zmuda made a motion, seconded by Ms. Blackwell, to enter into Executive Session, for the purpose of discussing litigation and to return to Open Session. Roll call vote – Motion passed unanimously.

Open Session resumed at 8:47 P.M.

Mr. Pearce made a motion, seconded by Mr. Fichtenmayer, to put a review of the policy book on the agenda at a future meeting. Motion passed unanimously.

Mr. Pearce made a motion, seconded by Mr. Pereira, that the school committee meeting packets be postmarked seven days in advance of the scheduled meeting and to allow communication between the Superintendent and the Committee Chair for the Chair to determine if it is acceptable to ask the School Committee to act on something that was not included in the meeting packet. Motion passed unanimously.

Mr. Pereira made a motion, seconded by Mr. Pearce, to adjourn the meeting at 8:57 P.M. Motion passed unanimously.

A True Copy Attest

Date: 9-10-09
(Seal)


Kevin C. Farr, Secretary

2009 SEP 15 PM 12 51
TOWN CLERK'S OFFICE
309510.5X813 NM01

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REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY
AUGUST 20, 2009

POLICY SUB-COMMITTEE MEETING
5:00 P.M. - CONFERENCE ROOM

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TOWN CLERK'S OFFICE

2009 AUG 18 PM 12 58



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

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August 20, 2009

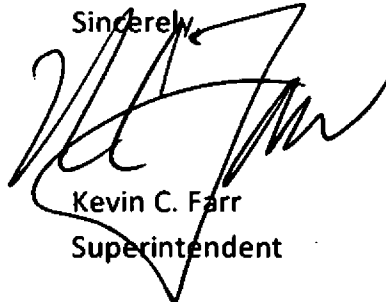
Mr. Barry Johnson
Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

Dear Mr. Johnson:

I am writing to inform you that the regularly scheduled meetings of the Upper Cape Cod Regional Technical School District Committee will now take place on the first Thursday of each month rather than the second Thursday, beginning on September 3rd. The meetings will continue to be held at 6:15 p.m. in the Edgar Caron Library at the school.

Your office will be notified of any variations to this schedule. Thank you.

Sincerely,



Kevin C. Farr
Superintendent



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

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REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY
SEPTEMBER 3, 2009

REGULAR SCHOOL COMMITTEE MEETING 6:15 P.M. - EDGAR CARON LIBRARY

1. Meeting Called to Order
 2. Student Advisory Representative
 3. Public Participation
 4. Approval of Minutes of July 9, 2009 Regular Meeting,
July 23, 2009 Special Meeting and July 23, 2009 Executive
Session
 5. Communications
 6. Report of Committees
 7. MASC Report
 8. Presentation of Bills
 9. Superintendent's Report
 10. Old Business
 - A. Update on Building Projects
 11. New Business
 - A. Appointment of Parliamentarian
 - B. Grant Update
 - C. School Opening Report
 - D. Surplus Equipment Disposal
- Executive Session
- A. Unit A Contract Ratification

2009 AUG 31 AM 8 27
TOWN CLERK'S OFFICE
BORNE, MASS.

"And such other business as may properly come before this meeting."



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
SEPTEMBER 3, 2009 MEETING HELD AT THE SCHOOL

PRESENT: Donald Haynes, Chair; Joseph Agrillo; Penny Blackwell, Steven Chalke; Robert Fichtenmayer; Eunice Manduca; Kent Pearce; Kenneth Pereira; Edmund Zmuda; Kevin Farr; Robert Dutch; John Creed, Parliamentarian; Sharon Brito, Recording Secretary.

The meeting was called to order at 6:15 PM followed by the Pledge of Allegiance to the Flag.

NEW BUSINESS:

Appointment of Parliamentarian – In the mailout, Committee members were provided with a draft contract for the employment of John Creed as Parliamentarian to the School Committee. A revised draft was distributed which added a clause requiring that written reports be provided to the committee following each meeting. The committee then discussed changing the proposed contract from a one-year contract to four-month increments, renewable for one year. Mr. Agrillo made a motion, seconded by Mr. Pearce, to appoint John Creed as parliamentarian and to approve the employment contract as amended by the addition of Section 11 and changing the term of the contract from one year to four-month increments, renewable up to one year. Additionally, Mr. Agrillo stated that he would like to see Mr. Creed paid at an hourly rate for any extra time that he spends compiling the report to the School Committee. Mr. Pearce withdrew his second to Mr. Agrillo's motion.

Mrs. Blackwell made a motion, seconded by Mr. Fichtenmayer, to accept the employment contract between Mr. Creed and the School Committee with the following amendments:

- **§2 Term** - change the term of the contract to September 3, 2009 to December 31, 2009 renewable in four-month increments up to one year
- **§10 Governing Law** – change the term "enforceable" to "unenforceable"
- **§11 Reports** – added section to read "Creed will provide written observations of all meetings as well as any areas of concern with suggestions for remediation."

Seven in favor; two opposed – Motion passed.

Grant Update – Toni Link, Director of Student Services and Janice Watterson, Assistant Grants Administrator, presented a summary of the grants the school district received in FY09. The district received \$503,536 in allocation grants and \$136,713 in competitive grants for a total of \$640,249 in grant funding.

TOWN CLERK'S OFFICE

OCT 01 6 PM 2 14

STUDENT ADVISORY REPRESENTATIVE: No student was present and no report was available.

PUBLIC PARTICIPATION: None.

APPROVAL OF MINUTES: A motion was made by Ms. Blackwell, seconded by Mr. Pereira, for approval of the minutes of the July 9, 2009 regular meeting. Motion passed unanimously. Ms. Blackwell made a motion, seconded by Mr. Zmuda, for approval of the minutes of the July 23, 2009 special meeting and for approval and release of the July 23, 2009 executive session. 8 in favor; one abstained – Motion passed.

COMMUNICATIONS: The Superintendent read a letter from Automotive Instructor, Daniel Dryz, indicating his intention to retire on January 8, 2010. He also read a letter from the Falmouth Police Chief expressing their gratitude to the carpentry students for restoring two wooden signs for the department.

REPORT OF COMMITTEES: Ms. Blackwell, Chair of the Policy Sub-Committee, reported on the sub-committee meeting which was held on August 20th. Two policies were reviewed: *Employment of Principals* and *Agreements with Special Contracted Employees*. Ms. Blackwell made a motion, seconded by Mr. Zmuda, to table the policies for further review by the Policy Sub-Committee. Motion passed unanimously.

MASC REPORT: Mr. Pereira reminded committee members that the annual conference will be held in Hyannis in November. Mr. Pereira made a motion, seconded by Mr. Pearce, to support Penny Blackwell's candidacy for Vice-President of the Massachusetts Association of School Committees and to support Dorothy Presser's candidacy for President-Elect of the Massachusetts Association of School Committees. Motion passed unanimously.

PRESENTATION OF BILLS: Bills were circulated.

SUPERINTENDENT'S REPORT: Mr. Farr updated the committee on school activities since the last meeting and asked if there were any questions regarding his written report that was included in the mailout. He informed committee members that the recently-purchased school bus had arrived and should be on the road by the end of next week. He also discussed a meeting he had recently with members of the Bourne-Sandwich Rotary Club regarding the cancellation of a ShamRods cruise night in order to hold a Bourne Braves playoff game at the school. The School Committee stated that they felt the Superintendent made the correct decision in cancelling the ShamRods cruise. Mr. Farr reminded committee members that the Alumni Family Fun Day will be held on Sunday, September 13th and that Open House will take place on September 24th. He distributed a draft customer service feedback survey and stated that it will be an agenda item at the October meeting. Mr. Fichtenmayer informed the

committee that he had taken a tour of the classroom and shop renovations that were completed during the summer months and was very impressed with what he saw. Mr. Fichtenmayer stated that he would like to recognize the students and staff members who went above and beyond to get these projects completed. Mr. Pearce made a motion, seconded by Ms. Blackwell, to send a certificate and letter of appreciation to the people who worked on the building projects over the summer. Motion passed unanimously.

OLD BUSINESS:

Update on Building Projects – Mr. Forget stated that the projects progressed well over the summer and stayed within the budget. Mr. Forget suggested the committee members tour the renovated areas at the next meeting. Mr. Pearce commended Mr. Forget for his efforts. Mr. Haynes informed the committee that he would like to move the location of the School Committee meetings to the new Multi-Purpose Room as it would be easier to access as it is on the first floor of the building. Mr. Haynes is in the process of researching an amplification system to be used at the School Committee meetings.

NEW BUSINESS:

School Opening Report - Mr. Farr briefed the committee on the individuals that had been hired over the summer and discussed the enrollment figures for the start of the school year. He displayed a number of photographs that showed the classroom and shop renovations that were in progress over the summer. The Superintendent also summarized the issues that were discussed at the Leadership Team retreat in August. Mr. Farr completed his presentation by informing the committee that the school theme for the 2009-2010 school year will be "Believe in Yourself and In Each Other."

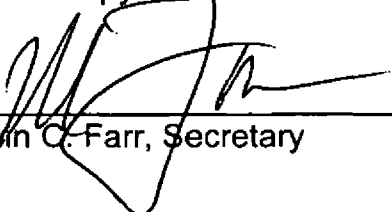
Surplus Equipment Bid – A proposed list of surplus equipment was included in the mailout. The Superintendent informed the committee that more items may be added to it. Ms. Blackwell made a motion, seconded by Mr. Chalke, to approve the surplus equipment list as presented. Motion passed unanimously.

Ms. Blackwell made a motion, seconded by Mr. Chalke, to enter into Executive Session at 8:42 P.M. for the purpose of ratifying the Unit A contract and to return to Open Session to adjourn. Motion passed unanimously.

Ms. Blackwell made a motion, seconded by Mr. Pereira, to adjourn the regular meeting at 9:46 P.M. Motion passed unanimously.

A True Copy Attest

Date: 10/2/09
(Seal)



Kevin C. Farr, Secretary

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REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY
OCTOBER 1, 2009

REGULAR SCHOOL COMMITTEE MEETING 6:30 P.M. - EDGAR CARON LIBRARY

1. Meeting Called to Order
2. Student Advisory Representative
3. Public Participation
4. Approval of Minutes of September 3, 2009 Regular Meeting and September 3, 2009 Executive Session
5. Communications
6. Report of Committees
7. MASC Report
8. Presentation of Bills
9. Superintendent's Report
10. Principal's Report
11. Old Business
 - A. Policy Approval
12. New Business
 - A. FY10 Financial Audit
 - B. MCAS Results
 - C. Customer Service Feedback Survey
 - D. Building Use Fees
 - E. December Meeting Date Conflict
 - F. Superintendent Evaluation
 - G. Goal Setting Workshop

Executive Session

- A. Unit A Contract Ratification

"And such other business as may properly come before this meeting."



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

TOWN CLERK'S OFFICE
BOURNE, MASS.
2009 SEP 25 AM 9 42

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
OCTOBER 1, 2009 MEETING HELD AT THE SCHOOL

PRESENT: Donald Haynes, Chair; Joseph Agrillo; Penny Blackwell, Steven Chalke; Robert Fichtenmayer; Eunice Manduca; Kevin Farr; Robert Dutch; John Creed, Parliamentarian; Sharon Brito, Recording Secretary.

The meeting was called to order at 6:30 P.M. followed by the Pledge of Allegiance to the Flag.

STUDENT ADVISORY REPRESENTATIVE: Asia Roberge, a senior in Health Careers from Onset, reported on recent student activities. She stated that the senior class is in the process of organizing fundraisers and planning the senior prom. Asia also discussed the book club, the National Junior Honor Society, Student Council and stated that UCT will now have a yearbook committee for the first time. There will be four issues of the school newspaper this year, scheduled to be published around the time that report cards are issued. Finally, Asia reported on the fall sports teams.

PUBLIC PARTICIPATION: None.

NEW BUSINESS:

FY09 Financial Audit – Allan Smith, CPA, distributed correspondence regarding the scope of the FY09 audit and explained the school committee's role and responsibility in ensuring auditing standards are met. He also discussed the objectives of the audit and audit procedures. A brief question and answer period ensued.

APPROVAL OF MINUTES: A motion was made by Ms. Blackwell, seconded by Mr. Chalke, for approval of the minutes of the September 3, 2009 regular meeting. Motion passed unanimously. Ms. Blackwell made a motion, seconded by Mr. Chalke, for approval of the minutes of the September 3, 2009 executive session. Motion passed unanimously.

COMMUNICATIONS: The Superintendent read a letter from the UCT Teachers' Association indicating their intention to enter into negotiations for a successor agreement. He also read a letter from Dan Zentz indicating his intention to retire on July 22, 2010.

REPORT OF COMMITTEES: None.

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TOWN CLERK'S OFFICE
BOURNE, MASS.

MASC REPORT: Ms. Blackwell reported that Mr. Haynes had been appointed as the Vice-Chair to Division VII and reminded the committee that the Division VII annual business meeting will be held on November 22, 2009.

PRESENTATION OF BILLS: Bills were circulated.

SUPERINTENDENT'S REPORT: Mr. Farr updated the committee on school activities since the last meeting and asked if there were any questions regarding his written report that was included in the mailout. He discussed a meeting that he recently attended with officials from the town of Bourne regarding the H1N1 virus and administration of the vaccine once it becomes available. The Superintendent also discussed the Family Fun Day that was held in September.

PRINCIPAL'S REPORT: Mr. Dutch stated that he has been working on improving communication with staff, students, and parents. He informed the committee that the first faculty meeting and school council meeting of the year will be held on October 5th. He briefly discussed the Open House which took place on September 24th, stating that attendance was a little lower than usual this year as a result of the bridge traffic. The Principal discussed the Lobby Guard visitor management system which is now operational. Finally, he informed the committee that the first meeting of the Athletic Association would take place on October 8th.

OLD BUSINESS:

Unit A Contract Ratification – Ms. Blackwell made a motion, seconded by Ms. Manduca, to ratify the Unit A contract as presented at the last meeting. Roll call vote – Motion passed unanimously.

Policy Approval – Ms. Blackwell, Chair of the Policy Sub-Committee, stated that she would like to table Policy GCBB: Employment of Principals. Ms. Blackwell made a motion, seconded by Mr. Chalke, for approval of the first reading of Policy GCBC: Agreements with Independent Contractors. Motion passed unanimously.

At this point in the meeting, Mr. Dutch distributed a Marine Technology shop work log asking the committee to review it and get back to him or Mr. Farr with comments or suggestions.

NEW BUSINESS:

MCAS Results – Mr. Dutch reviewed the results of the MCAS tests that were administered to students last spring. The results showed significant improvements in both English Language Arts and Mathematics. He compared the school's results with the state results and stated that 100% of the Class of 2010 have already met the minimum state testing requirements for graduation by scoring Needs Improvement or higher on all three MCAS tests. After only one attempt, 95% of the Class of 2011 has met the requirement. Mr. Dutch explained that UCT is one of the top performing technical schools behind only Shawsheen and Blackstone Valley.

Customer Service Feedback Survey – Mr. Farr informed the committee that the surveys were brought to the Leadership Team who received input from their teachers. Surveys were created for the following areas: construction programs, cosmetology, culinary arts, environmental technology, and mechanical programs. Mr. Agrillo recommended that each shop survey be on a different colored paper to differentiate them from one another. Mary Crook, President of the Teachers' Association, suggested that the surveys be given out with a self-addressed stamped envelope rather than asking the customer to return the survey with their payment in the event that they wanted to remain anonymous. Ms. Blackwell made a motion, seconded by Mr. Agrillo, to approve the survey forms as presented and to make them color-coded and to include a self-addressed stamped envelope with the surveys. Motion passed unanimously.

Building Use Fees – Mr. Farr stated that the survey of fees charged by other schools as well as UCT's guidelines for building use had been provided for discussion purposes only. He said that Mr. Pearce, who couldn't be at the meeting, would like a history of the groups that have used the building, the amount they were charged, a list of the equipment used and whether or not custodial services were required. He would also like a breakdown on the cost of electricity utilized by these groups. Mr. Haynes stated that he would like to see a policy put in place that requires large groups that have requested to use building to come before the school committee to explain what the benefit will be to UCT in allowing these groups to use the building.

December Meeting Date Conflict – Mr. Farr informed the committee that the December meeting is scheduled for Thursday, December 3rd; however, the Grade Eight Orientation is also scheduled for December 3rd. Ms. Blackwell made a motion, seconded by Mr. Fichtenmayer, to change the December meeting date to Wednesday, December 2nd. Motion passed unanimously.

Superintendent Evaluation – Ms. Blackwell, Chair of the Superintendent Evaluation Sub-Committee, informed the committee that the Superintendent's attainment summary along with the evaluation instrument will be distributed at the November meeting. The results of the evaluation will be presented at the December meeting.

Goal Setting Workshop – Committee members agreed to hold the Goal Setting Workshop on Monday, October 19th at 5:00 P.M. Ms. Blackwell suggested bringing someone in from the Massachusetts Association of School Committees to facilitate the workshop and the committee members agreed that it would be beneficial.

At this point in the meeting, Mr. Agrillo stated that he would like the phrase that is included on the bottom of the meeting agendas, "Any other such business as may properly come before this meeting" to officially become part of the regular agenda. Mr. Haynes encouraged people to let him know at any time if there is something they would like to address at the meeting. Mr. Creed stated that he felt the phrase at the bottom of the agenda accomplishes what Mr. Agrillo is trying to do. Mr. Agrillo made a motion, seconded by Mr. Fichtenmayer, to add "Other" under New Business on all future agendas. Five in favor; one opposed – Motion passed.

Ms. Blackwell made a motion, seconded by Ms. Manduca, to adjourn the regular meeting at 8:40 P.M. Motion passed unanimously.

A True Copy Attest

Date: 11/4/09
(Seal)


Kevin C. Farr, Secretary

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2009 OCT 14 AM 11 54
TOWN CLERK'S OFFICE
BOURNE, MASS.

REGIONAL SCHOOL COMMITTEE MEETING

MONDAY
OCTOBER 19, 2009

GOAL SETTING WORKSHOP
5:00 P.M. - EDGAR CARON LIBRARY



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

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REGIONAL SCHOOL COMMITTEE MEETING

MONDAY
OCTOBER 19, 2009

TRAFFIC LIGHT SUB-COMMITTEE MEETING
4:30 P.M. - CONFERENCE ROOM

2009 OCT 16 PM 11 10
TOWN CLERK'S OFFICE
BOURNE, MASS.



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

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REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY
NOVEMBER 5, 2009

REGULAR SCHOOL COMMITTEE MEETING
6:15 P.M. - MULTI-PURPOSE ROOM

1. Meeting Called to Order
2. Student Advisory Representative
3. Public Participation
4. Approval of Minutes of October 1, 2009 Regular Meeting
5. Communications
6. Report of Committees
7. MASC Report
8. Presentation of Bills
9. Superintendent's Report
10. Principal's Report
11. Old Business
 - A. Policy Approval
 - a. Second Reading - Agreements with Independent Contractors
 - B. Marine Shop Work Log Update
12. New Business
 - A. Adult & Continuing Education Update
 - B. MASC Resolutions
 - C. Surplus Equipment Bid Awards
 - D. School Committee Goals
 - E. LPN Tuition Rates
 - F. Practical Nurse Program Scholarship
 - G. Other

Executive Session

- A. Unit B Contract Ratification

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TOWN CLERK'S OFFICE
2011 OCT 29 PM 12 36

"And such other business as may properly come before this meeting."



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
NOVEMBER 5, 2009 MEETING HELD AT THE SCHOOL

PRESENT: Donald Haynes, Chair; Joseph Agrillo; Penny Blackwell, Steven Chalke; Robert Fichtenmayer; Eunice Manduca; Kent Pearce; Kenneth Pereira; Edmund Zmuda, Kevin Farr; Robert Dutch; John Creed, Parliamentarian; Sharon Brito, Recording Secretary.

The meeting was called to order at 6:22 P.M. followed by the Pledge of Allegiance to the Flag.

STUDENT ADVISORY REPRESENTATIVE: Dylan O'Neill, a junior in Engineering Technology from Bourne, and Miranda Collins, a senior in Marine Technology from Sandwich reported on recent student activities. They gave a final report on the fall sports teams and stated that tryouts for winter sports would take place right after Thanksgiving. The students reported on the activities of the National Honor Society, Student Council, SkillsUSA and InterAct. They reported that the format for this year's yearbook had been chosen and students are in the process of publishing the first edition of the Literary Society's magazine. Finally, they reported that the Senior Prom will be held on May 22nd at the SeaCrest Resort in North Falmouth.

Ms. Manduca made a motion, seconded by Mr. Chalke, to move to Agenda Item A under New Business, Adult and Continuing Education. Motion passed unanimously.

NEW BUSINESS:

Adult & Continuing Education Update – Patricia McPartland, Director of Adult & Continuing Education, distributed the 2010 course catalog to the committee and presented a PowerPoint presentation detailing the mission and division of the program. Dr. McPartland also showed how course offerings have expanded over the past several years and how enrollment figures and revenue have grown. She also discussed the on-line courses that are now being offered and the program's goals for 2011. Ms. Blackwell made a motion, seconded by Mr. Fichtenmayer, to accept the Adult & Continuing Education Update. Motion passed unanimously.

PUBLIC PARTICIPATION: None.

APPROVAL OF MINUTES: A motion was made by Ms. Blackwell, seconded by Mr. Chalke, for approval of the minutes of the October 1, 2009 regular meeting. Mr. Pereira abstained. Motion passed.

COMMUNICATIONS: The Superintendent read a note from the leader of the Brain Injury Support Group thanking the school for hosting the group's conference. He also read a letter from retired employee, Marge Mosher, commending Mr. Farr and Ms. Brito for the rededication ceremony of the school's memorial garden as the Rose M. Merritt Memorial Garden. Mr. Farr read a letter from a Bourne resident who recently had lunch in the Canalside Dining Room complimenting the professionalism of the student who waited on her. Next, Mr. Farr read a letter from the President of the Canal Region Chamber of Commerce thanking him for volunteering at this year's event. Finally, the Superintendent read a letter from Ray Hanks, Carpentry Instructor, indicating his intention to retire at the conclusion of the 2009-2010 school year.

REPORT OF COMMITTEES: Ms. Blackwell, Chair of the Superintendent Evaluation Sub-Committee, distributed Mr. Farr's attainment summary and the evaluation instrument, asking committee members to return the completed evaluations to her by November 20th. The sub-committee agreed to meet on December 1st at 5:00 P.M. to compile the results. The Traffic Light Sub-Committee reported that Len Cubellis has sent a proposed plan to the state for an alternative layout to the bypass road for the proposed CanalSide Commons. A letter of response from the District Highway Director was distributed to the committee.

MASC REPORT: Ms. Blackwell urged those members of the Policy Sub-Committee that will be attending the MASC annual conference to be sure to attend the policy session while at the conference.

PRESENTATION OF BILLS: Bills were circulated.

SUPERINTENDENT'S REPORT: Mr. Farr updated the committee on school activities since the last meeting and asked if there were any questions regarding his written report that was included in the mailout. He reported that he has been notified that the school has been approved to submit renewable energy bonds and that he will be scheduling a meeting of the Wind Turbine Sub-Committee.

PRINCIPAL'S REPORT: Mr. Dutch presented a PowerPoint presentation which focused on measuring growth in student performance on MCAS. Mr. Dutch explained that growth measures change in an individual student's performance over time. He stated that growth is measured because it is a way to measure progress for students at all performance levels and it provides evidence of improvement even among those with low achievement. Additionally, it gives high achieving students and schools something to strive for beyond proficiency. Ms. Blackwell made a motion, seconded by Mr. Fichtenmayer to accept the Principal's Report. Motion passed unanimously.

OLD BUSINESS:

Policy Approval – Ms. Blackwell made a motion, seconded by Mr. Pereira, for approval of the second reading of Policy GCBC: Agreements with Independent Contractors and to adopt it into the school's Policy Manual. Motion passed unanimously.

Marine Shop Work Log Update – Mr. Dutch displayed the existing shop work log that the instructors are using to monitor outside jobs. He also discussed the shop call log that is being maintained by the Business Office and the customer surveys that are being collected.

NEW BUSINESS:

MASC Resolutions – Ms. Blackwell made a motion, seconded by Mr. Chalke, to accept the resolutions as presented by the Massachusetts Association of School Committees and included in the school committee packet. Motion passed unanimously.

Surplus Equipment Disposal – Mr. Farr presented the results of the surplus equipment bid to the committee. Ms. Blackwell made a motion, seconded by Mr. Pereira, to award the bids as follows:

1. Delta Floor Model Drill Press to sole bidder, Michael Tierney, for \$101.00
2. Table Model Hobart Mixer to sole bidder, Thomas Pandiscio, for \$450.00
3. 25' 1973 Katama Cutter Raised Sloop to low bidder, Michael Tierney, for \$389.00

Motion passed unanimously.

Mr. Haynes made a motion, seconded by Ms. Blackwell, that all remaining items on the surplus bid list be disposed of within thirty days. Motion passed unanimously.

School Committee Goals – Ms. Blackwell made a motion, seconded by Mr. Chalke, to approve the 2009-2010 School Committee goals as presented. Motion passed unanimously.

LPN Tuition – Ms. Blackwell made a motion, seconded by Mr. Chalke, to increase in-district tuition for the Practical Nurse program to \$8,500 for the 2010-2011 school year and to \$10,000 for out-of-district tuition and to set the out of state tuition at \$13,000 for the 2010-2011 school year. Motion passed unanimously. A discussion ensued regarding tuition and enrollment numbers of other Practical Nurse programs in the area.

Practical Nurse Program Tuition Waiver – Mr. Haynes made a motion, seconded by Ms. Blackwell, to start a Practical Nurse Program tuition waiver for two Health Careers students each year with the money coming out of the LPN revolving account. A discussion ensued regarding the selection criteria for the students. Committee members agreed that financial necessity should be a consideration as well as a high score on the entrance exam. Mr. Haynes amended his motion, seconded by Ms. Blackwell, to approve the concept of a Practical Nurse Program tuition waiver for two Health Careers students each year with the

money coming out of the LPN revolving account. Ms. Blackwell made a motion, seconded by Mr. Chalke, to move the question. Motion passed unanimously. The tuition waiver will be placed on the January agenda.

Ms. Manduca made a motion, seconded by Mr. Chalke, to enter into Executive Session at 8:12 P.M. for the purposes of discussing land negotiations and Unit B contract ratification and to return to Open Session. Roll call vote - Motion passed unanimously.

Open Session resumed at 8:50 P.M.

Mr. Pereira made a motion, seconded by Mr. Zmuda, to ratify the Unit B Memorandum of Agreement as presented. Roll call vote - Motion passed unanimously.

Ms. Blackwell made a motion, seconded by Mr. Pereira, to adjourn the regular meeting at 8:53 P.M. Motion passed unanimously.

A True Copy Attest

Date: 12/3/09
(Seal)

[Signature]
Kevin C. Farr, Secretary

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REGIONAL SCHOOL COMMITTEE MEETING

TUESDAY
DECEMBER 1, 2009

SUPERINTENDENT EVALUATION SUB-COMMITTEE MEETING
5:00 P.M. - CONFERENCE ROOM

2009 NOV 24 PM 11 56
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REGIONAL SCHOOL COMMITTEE MEETING

WEDNESDAY
DECEMBER 2, 2009

REGULAR SCHOOL COMMITTEE MEETING
6:15 P.M. - MULTI-PURPOSE ROOM

1. Meeting Called to Order
2. Student Advisory Representative
3. Public Participation
4. Approval of Minutes of November 5, 2009 Regular Meeting & November 5, 2009 Executive Session
5. Communications
6. Report of Committees
7. MASC Report
8. Presentation of Bills
9. Superintendent's Report
10. Principal's Report
11. Old Business
 - A. Revenue Enhancement Task Force
12. New Business
 - A. Superintendent Evaluation
 - B. Policy Review - School Visitors
 - C. Other

Executive Session

- A. Non-Contractual Employees

"And such other business as may properly come before this meeting."

BOURNE, MASS.
OWN CLERK'S OFFICE
2009 NOV 24 PM 1 03



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
DECEMBER 2, 2009 MEETING HELD AT THE SCHOOL

PRESENT: Donald Haynes, Chair; Joseph Agrillo; Penny Blackwell, Steven Chalke; Robert Fichtenmayer; Eunice Manduca; Kent Pearce; Kenneth Pereira; Kevin Farr; Robert Dutch; Sharon Brito, Recording Secretary.

The meeting was called to order at 6:15 P.M. followed by the Pledge of Allegiance to the Flag.

STUDENT ADVISORY REPRESENTATIVE: No student was present and no report was available.

PUBLIC PARTICIPATION: None.

APPROVAL OF MINUTES: A motion was made by Ms. Blackwell, seconded by Mr. Chalke, for approval of the minutes of the November 5, 2009 regular meeting. Motion passed unanimously. A motion was made by Ms. Blackwell, seconded by Mr. Pereira, for approval of the minutes of the November 5, 2009 executive session. Motion passed unanimously.

COMMUNICATIONS: The Superintendent read a note from a recent patron of the Canalside Dining Room complimenting the Culinary Art staff and students with the excellent service, food, and presentation. He then read a letter from a consultant for the Massachusetts Teachers' Association requesting to bargain concerning the implementation of state-mandated ethics training.

REPORT OF COMMITTEES: None.

MASC REPORT: Mr. Pereira congratulated Ms. Blackwell for her recent election to the position of Vice-President to the Massachusetts Association of School Committees. Ms. Blackwell then reported on the annual conference that just took place in Hyannis. She also reminded committee members that officers will be elected at the Division VII meeting scheduled for January 5th at Upper Cape Tech.

PRESENTATION OF BILLS: Bills were circulated.

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SUPERINTENDENT'S REPORT: Mr. Farr updated the committee on school activities since the last meeting and asked if there were any questions regarding his written report that was included in the mailout. He discussed the various sessions that he attended at the MASC annual conference. The Superintendent stated that he recently had lunch with Mr. Agrillo and two members of the Bourne Board of Selectmen and also had lunch one day with Ms. Manduca, the Marion Town Administrator, and two selectmen from Marion. Ms. Blackwell made a motion, seconded by Mr. Fichtenmayer, to accept the Superintendent's Report as presented. Motion passed unanimously.

PRINCIPAL'S REPORT: Mr. Dutch reported that 149 students, or 24%, made the Honor Roll for the first marking period. Nearly 50% of the freshman class made the Honor Roll. The induction ceremony for the National Honor Society was recently held and the class officers were recently elected. Mr. Dutch reported that the Craft Fair was a huge success for the PTO and was very well done and very well attended. He also discussed a Suitcase Drive that is currently underway. The students have collected nearly 200 suitcases for children who are in the foster care system. The winter sports season has begun. The freshmen are currently in the third round of the exploratory and will choose their shops right before the Christmas break. The next School Council meeting is scheduled for December 7th. Ms. Blackwell made a motion, seconded by Mr. Fichtenmayer to accept the Principal's Report. Motion passed unanimously.

At this point in the meeting, a discussion ensued regarding the Craft Fair. Mr. Agrillo had a number of concerns regarding safety and security, the set-up of vendor booths, and the allocation of funds generated. Mr. Pearce inquired as to whether or not the PTO was charged a building use fee and if they provided a certificate of liability insurance to the school. Mr. Farr stated that he would contact the school's insurance agency to make sure that the PTO falls under the school's insurance umbrella policy.

Mr. Pearce then cited several safety concerns that he had regarding a newspaper photograph of a Marine Technology student using a grinder.

OLD BUSINESS:

Revenue Enhancement Task Force – Mr. Haynes appointed Mr. Fichtenmayer, Mr. Agrillo, and former committee member, Kim Carman, to serve on the "Revenue Enhancement Advisory Committee."

NEW BUSINESS:

Superintendent Evaluation – Ms. Blackwell distributed the results of the Superintendent's evaluation to the committee. She compiled the results into a summary, using a point system to score the evaluation. She informed the committee that she had met with Mr. Farr earlier that day to review the results and that they would be voted on at the next meeting.

Policy Review: School Visitors – Mr. Haynes informed the committee that three current policies were included in the meeting mailout for informational purposes regarding this matter. A lengthy discussion ensued regarding the policies and the fact that school committee members should be checking in with the Superintendent's Office when visiting the school. Mr. Pereira stated that it has always been an agreement to do that out of courtesy to the teachers.

At this point in the meeting, Mr. Chalke suggested that school committee meeting information be posted on the school website. Mr. Chalke made a motion, seconded by Ms. Blackwell, that school committee meeting agendas, approved minutes and the superintendent's report be posted on the school website. Motion passed unanimously.

Committee members discussed the customer service surveys that were received in their packets and expressed concern that the only surveys that were being completed were in Cosmetology and Culinary Arts. The administration will follow up with the other shops to make sure that they are distributing the surveys to their customers.

Ms. Blackwell made a motion, seconded by Mr. Chalke, to enter into Executive Session at 7:48 P.M. for the purposes of discussing non-contractual employees and to return to Open Session to adjourn. Roll call vote - Motion passed unanimously.

Open Session resumed at 7:56 P.M.


Mr. Pereira made a motion, seconded by Ms. Blackwell, to grant non-contractual employees a 0% salary increase for FY2010. Motion passed unanimously.

Mr. Pereira made a motion, seconded by Ms. Blackwell, to adjourn the regular meeting at 7:57 P.M. Motion passed unanimously.

A True Copy Attest

Date: 1/8/10

(Seal)


Kevin C. Farr, Secretary

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REGIONAL SCHOOL COMMITTEE MEETING

TUESDAY
DECEMBER 8, 2009

BUDGET SUB-COMMITTEE MEETING
5:00 P.M. - CONFERENCE ROOM

2009 DEC 2 PM 12 55
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REGIONAL SCHOOL COMMITTEE MEETING

WEDNESDAY
DECEMBER 16, 2009

LONG-RANGE PLANNING SUB-COMMITTEE MEETING
5:00 P.M. - SUPERINTENDENT'S OFFICE

2009 DEC 9 PM 2 53
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FAX: 508-759-7208**REGIONAL SCHOOL COMMITTEE MEETING**MONDAY
DECEMBER 21, 2009SPECIAL MEETING
4:00 P.M. - CONFERENCE ROOM

1. Old Business
 2. New Business
 - a. Election of a Regional Representative for Collective Bargaining
 3. Other
- Executive Session

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