

2010 Meeting Notices

Vol. 10

SEPAC
SELECTMENS Task Force on local Pollution
Selectmens' Energy Advisory Committee
Shore and Harbor
S.W.O.P.
Town Administrator
Upper Cape Regional
Wastewater Advisory

C. Williams
8/28/17

August 29, 2010

DRAFT

Bourne Town Hall
Attn: Board of Selectmen
24 Perry Avenue
Buzzards Bay, MA 02532

RE: Documentation as per Open Meeting Law Rules

Meeting Date: July 20, 2010

Bourne SEPAC Steering Committee Meeting
Bourne Administration Building
34 Sandwich Road
Bourne, MA 02532

Time: 8:30 AM

Present: Ellen Varnerin, Director of Student and Special Education Services
Susan Schmidt, Bournedale Elementary School Parent and President, SEPAC
Marie Cheney, Bourne Middle School Grandparent and Secretary, SEPAC

Secretary's Report:

Revised bylaws were reviewed and accepted.

Please refer to attached page for schedule of programs and meetings for the 2010-2011 school year. All meetings will be held at 6pm in the Bourne Middle School Media Room.

This information to be sent to all newspapers and will be on school website.
All principals will be requested to put this in their newsletter. An effort will be made to put this on Bourne Access Channel.

Others items discussed:

Possibility of having someone at the open houses for PAC info.

Minutes of May 24, 2010 meeting read and accepted unanimously.

The Open Meeting Law states we must post "Open Meeting" in Town Hall. A flyer is to be sent to Diane Godfrey and Mike Colletta about dates and topics for SEPAC meetings.

May 16, 2011 elections and plans for 2011-2012.

Walk for Autism, September 25, 2010, Bristol Community College, Fall River.

Respectfully submitted

Marie Cheney, Secretary

Marie Cheney

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TOWN-CLERK'S OFFICE

Enclosure: Bourne SEPAC schedule of programs and meetings for the 2010-2011 school year

The Bourne Special Education Parents Advisory Council (Bourne SEPAC) is pleased to announce our schedule of programs and meetings for the 2010-2011 school year.

The following meetings will be held at 6:00 PM in the Bourne Middle School Media Center:

September 20, 2010: Autism Spectrum and Behavior with presenters Julia Bryant, Sarah Strong-Defelice and Christina Stuart

November 15, 2010: Annual Parents' Rights presentation and meet and greet Steven Lamarche, the new superintendent

January 10, 2011: Executive Functioning, presenter, TBA

March 21, 2011: review of by-laws, preparation for elections and presentation

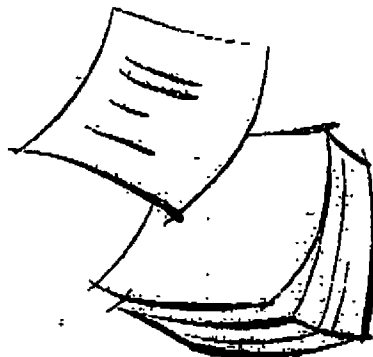
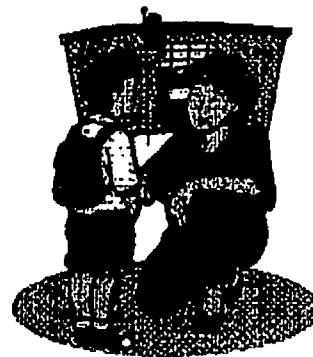
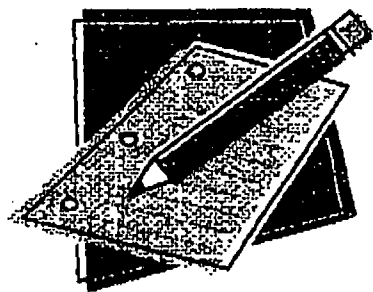
May 16, 2011: elections and planning for 2011-2012

The operational committee meetings will be held the following dates:

Monday, October 4 at 3:30 PM: to plan the annual rights presentation

Monday, February 7 at 3:30 PM: to plan the following meetings

Please contact us at bournesepac@gmail.com with any questions.



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November 15, 2010: Annual Parents' Rights presentation and meet and greet Steven Lamarche, the new superintendent

January 10, 2011: Executive Functioning, presenter, TBA

March 21, 2011: review of by-laws, preparation for elections and presentation by Sue Alma about transportation for our children with Special Needs

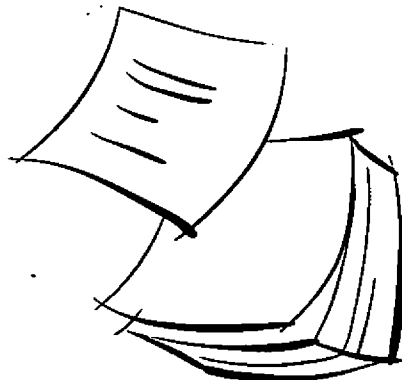
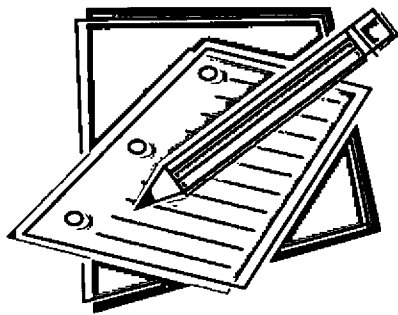
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Please contact us at bournesepac@gmail.com with any questions.



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TOWN CLERK'S OFFICE
100 N. MAIN ST.
BOURNE, MA 01939

Sewer Commissioners Meeting Minutes – January 19, 2010
Bourne's Veteran's Memorial Community Center
239 Main Street, Buzzards Bay, MA 02532
AMENDED

Attendance

Thomas M. Guerino, Town Administrator

Jamie Sloniecki, Chairman

Mary Meli, Vice Chairman

John A. Ford, Jr.

Stephen F. Mealy

Don Pickard

Meeting called to order

6:45 pm.

IMA Discussion and Update

Chm. Sloniecki reviewed highlights. Capital construction costs and sections discussing Wareham's sludge costs have been removed from the IMA as well as the sections referred to the term DEQE has been replaced by DEP.

The new IMA is a twenty (20)-year contract between Bourne and Wareham. Both Boards from each town will review said IMA agreement every five (5) years. Each town's staff - George Tribou (Bourne) will jointly review said document every two (2) years for any issues that may arise.

Also removed/added - flow and measuring devices - will no longer use a telemetry system, but a flow metering device/flow continuous recorders and flow tourtalizers.

As discussed earlier, Hynes Field had been removed from the equation. In the new IMA, once Bourne reaches 180,000 gallons, Bourne will need a new plan in place to keep the usage below 200,000 gallons per day.

Bourne will accept 200 tons in organic grits and screenings and Wareham will incur all costs, delivering said grits to the landfill.

The new spreadsheet system for formulas have been checked and worked. Weston & Sampson Senior Vice President Fran Yanuskiewicz was recognized as well as Mike Leitzel and George Tribou for contributions on the new spreadsheet system.

As far as Wareham charging Bourne for potential OT for maintenance on pumps that Bourne is not tied into, said spreadsheet system will prevent that from occurring, if it happened at all.

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John Ford inquired about flow meter vs. old system for the public – the new system is more a more accurate and precise measurement. TA Guerino described telemetry. Also, the rates are increased by 2 cents to a total of 11 cents per gallon of septage – Wareham is 8 cents and most likely increase. Out of town rates are for keeping in compliance. Said increases will help stabilize rates for Bourne.

Town Counsel has signed off of the IMA and is ready to go. One year extension expires on January 24, 2010. If the Board approves IMA tonight, Bourne would be within the deadline for the one year extension.

S. Mealy **moved** and **seconded** by M. Meli that the Board of Sewer Commisioners approve and adopt the IMA 07-01-09-89 agreement for Wastewater Collection and Treament & Disposal between the Town of Bourne and Town of Wareham as presented.
Vote 5-0.

Adjourn

S. Mealy **moved** and **seconded** by M. Meli to adjourn. Meeting adjourned at 7:00 pm.

Respectfully submitted - Lisa Groezinger, sec.

Sewer Commissioners Meeting Minutes – February 9, 2010
Bourne's Veteran's Memorial Community Center
239 Main Street, Buzzards Bay, MA 02532
AMENDED

Attendance

Thomas M. Guerino, Town Administrator

Jamie Sloniecki, Chairman

Mary Meli, Vice Chairman

John A. Ford, Jr.

Stephen F. Mealy

Don Pickard

Mike Leitzel, Engineering

George Tribou, Sewer Inspector

Meeting called to order

7:08 pm.

Zoning and Permitting - Mike Leitzel and George Tribou

Task 1 – comply with special grant condition – construction of additional living space to any house, business or other structure located in flood hazard velocity zones on Taylor's Point and in Hideaway Village proposed to connect to the sewerage system.

No definition of living space in the sewer regulations. This would require either Special Town Meeting or Annual Town Meeting vote.

No sign off for Sewer on final inspection (unless plumbing or gas work done). Planning Board member Chris Farrell agrees this should.

Task 2 – Wareham is under no obligation to accept additional wastewater flow beyond annual average of 200,000 gpd resulting from Bourne's sewerage beyond its critical needs areas (Buzzards Bay Main Street area).

Board of Selectmen/Board of Sewer Commissioners are at the end of permitting process for projects, where in reality, they should be first due to the limited amount of sewer allocation. Special Town Meeting vote.

S. Mealy **moved and seconded** by J. Ford to establish a public hearing date in order to take care of the sewer use and sewer regulations as it relates to special grant conditions No. 25 of the Federal Grant Offer for Project C-250 476-02 (Task 1); and to endorse the undertaking by the Planning Board and Engineer Department to generate modifications as suggested to the subdivision regulations to add gallonage as effected in Buzzards Bay. **Unanimous vote.**

Adjournment

J. Ford **moved and seconded** by S. Mealy to adjourn. **Unanimous vote.** Meeting adjourned at 7:30 pm.

Respectfully submitted - Lisa Groezinger, sec.

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TOWN CLERK'S OFFICE
BOURNE, MASS

**Sewer Commissioners Meeting Minutes – June 8, 2010
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

John A. Ford, Jr.

Stephen F. Mealy

Don Pickard

Meeting called to order

6:00 pm.

Board Reorganization - Commissioners requested to submit to TA Guerino.

Approval of Minutes

Ford moved and seconded by Meli to approve minutes of February 9, 2010 as submitted. Unanimous vote.

Byron Property Perry Avenue

Fred Milkie, as one of the promoters and developers, proposing preliminary concept of an overlay of the first part of project that the Financial Development Group as part of the downtown development. Took and met with group and wants to keep as much of their intent is said project. The piece they are looking to put Assisted Living on front half of Main Street. The property includes primarily two (2) buildings; one in Memory Care; and the second Independent Living.

Water usage translated numbers comes out to 9240 gallons as daily usage based on 2009 numbers. Three (3) copies of calculations were handed to the Committee, done in cubic feet. TA Guerino will make copies for the whole Committee.

George Tribeau requested the addition of a flowing meter, based on Title V. Betterments have been paid over the last twenty years.

TA Guerino asked why not put the housing development behind Main Street and leave area for mixed use? There is one 40-foot strip on Main Street. When looked at the plan presented, it was a walkway to the canal and tried to preserve that.

Tribeau stated that the system is based on 180 gallons. The Byron property at the time shows no record of how configured. Vacant properties were included in the original plan. This would be an issue to be addressed in the future, Mr. Tribeau stated. TA Guerino stated that the Town has no idea about other plans that will be made into fruition. Not

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TOWN CLERK
JANIS M. GUNDEL

sure how to set a gallonage allocation when have no idea what other properties will construct. Sloniecki inquired about using a bylaw on what goes on the vacant properties.

Sally Riggs stated that the Main Street Steering Committee is looking at not just independent and assisted living, but some mixed use (restaurants, etc.) as the new downtown district zoning laws were put in place. Property is being developed in a phase manner. The first phase's (consisting of 15-19 acres) limited factor is the wastewater capacity. MSSC is following the interest of said proposal and working on how to have enough capacity for some additional development on this property.

Value of the buildings is a slight excess of \$30M of taxable income, creating about 70 jobs.

Ambulatory runs will be contracted out and something to look into moving forward.

One bedroom independent starts at \$25,098; one-bedroom assistance starts at \$4,565 and Memory care one-bedroom is \$4,980.

TA Guerino recommends taking presentation under advisement. Request George Tribeau and Mike Leitzel come to a subsequent meeting to discuss how the fee generated is generated and that the Board make a determination to grant a permit for a year or to not grant permit and do something in between.

Tribeau added to take into consideration Hideaway Village.

First meeting in August to review a more detailed Scale 4 plans (August 10, 2010). Chm. Sloniecki believes the Board will have a determination at that time.

Re-activate Sewer/Wastewater Committee

TA Guerino recommends to the Sewer Commissioners that said committee be established; appointed by the Board of Selectmen. The previous committee had a member of the BFDC, representative of the Board of Health, Administrator and three (3) at-large members appointed by the Town Administrator and Town's representative of the Barnstable County Water Collaborative. Town Administrator should be an ex officio member under advisory capacity as needed only.

The charge (wastewater alternatives for increasing wastewater capacity) of the previous committee is correct, and TA Guerino feels the Town should get reactivated. TA Guerino suggests to include representative someone from the Commission (possibly Mr. Blanton) or maybe from the Planning Board. Committee will send a request to the Planning Board and have this on their agenda and reply to TA Guerino.

The next Sewer Commissioner's meeting will be on June 22, 2010 to review the charge for about 15 minutes.

Once the Committee reviews the Charge and concurs with previous charge, the Committee might want to make some amendments. At that point, advertise for the Sewer/Wastewater Committee.

Mealy moved and seconded by Pickard to recess the Sewer Commissioner's Meeting to go into Joint Selectmen and Planning Board meeting; then reconvene the Sewer Commissioner's Meeting. Vote 5-0. Meeting recessed at 7:00 pm.

Meeting reconvened at 7:07 pm.

Set estimated Sewer Rates

Based on Town Vote and by the rules of funding budget as presented, TA Guerino states the recommended budget fee for the Sewer Department users for FY11 is \$734; a \$35 increase over previous two (2) years which is equals to a 3.46% increase.

For the record, TA Guerino is concerned that the Town of Wareham had one person trained with new software system no longer works for the Town of Wareham. Budget has been sent to TA Guerino and he doesn't know how budget is sustainable. He doesn't want to put the Town of Bourne's rate based on the Town of Wareham's budget at this point. Bourne has budgeted \$273,000 for non capital related expenses for Wareham last year and suggests that is where that needs to stay now.

If kept at \$699 rate, for 998-999 users, \$699 will not cover budget adopted by Town Meeting. Chm. Sloniecki asked if there was a way to offset the cost and TA Guerino answered not without going to a Special Town Meeting.

Ford stated wanting time to research. He also asked about the \$200,000 in retained earnings. TA Guerino stated if the Town receives a windfall of payments, the Town can go back and have a Special Town Meeting.

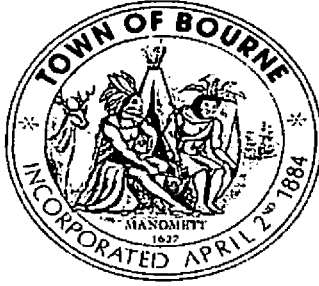
Mealy moved and seconded by Sloniecki to increase the annual sewer rates from \$699 to \$734. Discussion held. TA Guerino stated discussion can be tabled to June 22, 2010. Vote 4-1 (Ford).

Sloniecki moved and seconded by Mealy that TA Guerino draft a letter to the Town of Wareham over Commissioners' signatures to get a handle on where they are relative IMA adopted and approved and how their current budget is going to meet the needs of the IMA and the Town of Bourne. Vote 5-0. TA Guerino will hand out said letter to the Commissioners' at the June 22, 2010 meeting.

Chm. Sloniecki requested Item 7 be postponed until the June 22, 2010 meeting due to a public hearing at 7:15 pm under Selectmen agenda.

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

Respectfully submitted - Lisa Groezinger, sec.



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TOWN CLERK'S OFFICE
BOURNE, MASS.

BOARD OF SEWER COMMISSIONERS

AMENDED

DATE

**Tuesday
August 24, 2010**

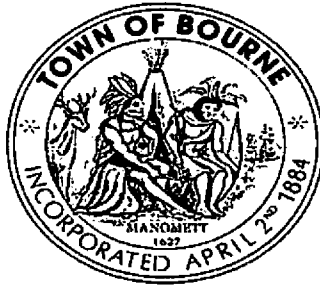
TIME

6:30 p.m.

LOCATION

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

- 1. Call to Order**
- 2. Reorganization of Sewer Commissioners – Chair, Vice Chair, Clerk**
- 3. Approve Minutes: June 8, 2010**
- 4. Presentation by Frederick J. Miekke Jr. re: Optimus Senior Living Group (Perry Avenue proposal) - Possible vote/action by BOSC**
- 5. Re-activate Sewer/Wastewater Advisory Committee under the jurisdiction of the Sewer Commissioners - approve Charge for Committee**
- 6. Discuss future agenda items**
- 7. Adjourn 6:55**



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TOWN CLERK'S OFFICE
BOURNE, MA

BOARD OF SEWER COMMISSIONERS

DATE

Tuesday
August 24, 2010

TIME

6:30 p.m.

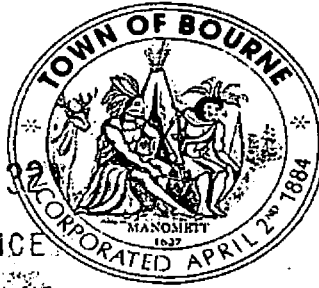
LOCATION

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

1. Call to Order
2. Reorganization of Sewer Commissioners – Chair, Vice Chair, Clerk
3. Approve Minutes: June 8, 2010
4. Presentation by Frederick J. Miekke Jr. re: Optimus Senior Living Group (Perry Avenue proposal) - Possible vote/action by BOSC
5. Re-activate Sewer/Wastewater Advisory Committee under the jurisdiction of the Sewer Commissioners - approve Charge for Committee
6. Other business
7. Adjourn 6:55

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TOWN CLERK'S OFFICE
BOURNE, MASS.



BOARD OF SEWER COMMISSIONERS

DATE

Tuesday
October 19, 2010

TIME

6:50 p.m.

LOCATION

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

1. Call to Order
2. Reorganization of Sewer Commissioners – Chair, Vice Chair, Clerk
3. Approval of minutes: 8/24/10
4. Adopt Composition and Charge of the Wastewater Advisory Subcommittee to the Board of Sewer Commissioners
5. Appointments to the Sewer Advisory Committee
6. Wareham update (possible vote)
7. Adjourn

Board of Sewer Commissioners Meeting Minutes – October 19, 2010
Bourne's Veteran's Memorial Community Center
239 Main Street, Buzzards Bay, MA 02532

Attendance

Thomas M. Guerino, Town Administrator

Jamie Sloniecki, Chairman
Don Pickard, Vice Chairman
Mary Meli, Clerk
Stephen F. Mealy
John A. Ford, Jr.

List of Documents

Call to Order

7:15 pm

Reorganization of Sewer Commissioners – Chair, Vice Chair, Clerk

Mealy MOVED and SECONDED by Meli to appoint John Ford as Chairman of the BOSC. UNANIMOUS VOTE.

Sloniecki MOVED and SECONDED by Meli to appoint Jamie Sloniecki as Vice Chairman to the BOSC. UNANIMOUS VOTE.

Mealy MOVED and SECONDED by Ford to appoint Mary Meli as Clerk to the BOSC. UNANIMOUS VOTE.

Approval of minutes (8/24/10)

Mealy MOVED and SECONDED by Sloniecki to approve minutes of 8/24/10 as amended. VOTE 5-0.

Adopt Composition and Charge of the Wastewater Advisory Subcommittee to the Board of Sewer Commissioners

TA Guerino told Chm. Ford this was completed.

Appointments to the Sewer Advisory Committee

Ford MOVED and SECONDED by Sloniecki to cast one ballot – Peggy Fantozzi as BS Water Prot Coll – ExOfficio; Sally Riggs as BFDC – member; Stanley Andrews as Board of Health – member; and William W. Locke, Michael Brady and Mary Andrews as At Large – members. UNANIMOUS VOTE.

Wareham update (possible vote)

TA Guerino requested to defer until the Board's next meeting.

2011 FEB 18 PM 4 03

Adjourn

Sloniecki MOVED and SECONDED by Mealy to adjourn. Unanimous vote. Meeting adjourned at 7:30 pm.

Respectfully submitted - Lisa Groezinger, sec.

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

Attendance

Thomas M. Guerino, Town Administrator

Jamie Sloniecki, Chairman

Mary Meli, Vice Chairman

John A. Ford, Jr.

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.

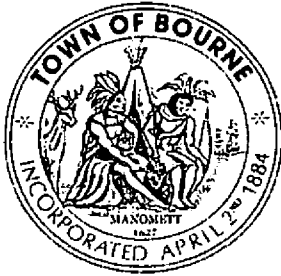
Adjournment

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

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SELECTMEN'S TASK FORCE ON LOCAL POLLUTION AND PHASE II STORMWATER MANAGEMENT COMMUNITY OVERSIGHT GROUP MEETING NOTICE

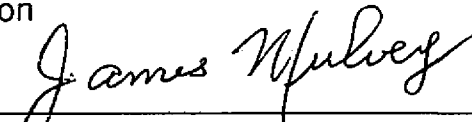
Date: Monday – September 13, 2010

Time: 7:00 P.M.

Location: Bourne Town Hall
2nd Floor Conference Room
24 Perry Avenue
Buzzards Bay, MA 02532

Agenda Topics

- Introduction of new members.
- Review Executive Orders creating both committees and responsibilities
- Discuss previous actions and work of committees
- Explain Federal Phase II mandates
- Note supporting town staff and other agencies
- Update on Mass Estuaries Program
- Open discussion on future agendas and action of both committees
- Discussion and possible vote on reorganization


James Mulvey, Chairman
September 7, 2010

cc: Town Clerk

Town Administrator - Board of Selectmen

Committee Members: Bell, Graybill, King, Mulvey, Perry and Toomey

Staff: Coffin, BOH; Mullaney, Cons. Comm; Moore, Plan. Dept.; Tellier/Sala, DPW fax: 759-0617;

Mullen, DNR,

Notify: Buzzards Bay Project - Coalition for B. Bay

TOWN CLERK'S OFFICE

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**SELECTMEN'S TASK FORCE
ON LOCAL POLLUTION
AND
PHASE II STORMWATER MANAGEMENT
COMMUNITY OVERSIGHT GROUP**

Minutes of meeting held September 13, 2010

Called to order by Chairman Mulvey at 7: 00 P. M.

Members present: Jim Mulvey, Hal King, Les Perry & new members: Steward Bell, Elaine Graybill, Mort Toomey

1. Introduction of new members:

Each member gave a brief sketch of their interest in the work of the committee and how they hoped to contribute.

2. Review Executive Orders creating both committees and Responsibilities

Chairman Mulvey read the two orders that authorized the present committee which resulted in the combining of the Selectmen's Task Force on local Pollution and Phase II Stormwater Management. Copies will be distributed to new members.

3. Discuss previous actions and work of committees.

4. Explain Federal Phase II mandates

The Federal Phase II mandates and the committees responsibility on "oversight" were reviewed and the responsibility of town staff to develop and bring before the town by-laws designed to prevent or remediate storm water runoff. Noted that Town staff has a responsibility to provide each year a commitment for future action and a report on actions taken in the previous-year.

Generally the responsibility of the committee regarding Phase II mandates is to monitor the work of staff and assure that the annual report regarding Phase II mandates are in compliance. Phase II is federal nomenclature which refers to town size.

5. Note supporting town staff and others agencies

6. Update on Mass Estuaries Program

The history of the Town's involvement in the Mass estuaries Program was presented in much detail and its present status was reviewed

A list of projects will be distributed to all members

TOWN CLERK'S OFFICE

2010 NOV 8 PM 9 27

of town stormwater discharge into federal waters. This committee has oversight responsibility to keep the investigation in motion. Committee members approved a motion for Mulvey to inform the Bourne Selectmen that this investigation process has begun. The goal of this process, he said, would be to find a public department that will take responsibility and provide funds to study and correct the problem.

7. The agenda item to review past remediation projects will be taken up at a future meeting.
8. Chairman Mulvey would like to reorganize this committee within the next few meetings with a new chairperson and secretary. Elaine Graybill is serving as secretary pro tem until the reorganization takes place. Hal King moved to reorganize the committee, Stewart Bell seconded the motion, and the committee approved it.
9. The committee discussed its goals. They include following up on the culvert discharge into the Canal, developing written guidelines on protocol for dealing with investigations, identifying ways committee members can participate directly in investigations and oversight, obtaining more relevant technical background information, and identifying specific deadlines for reports to the town. Also, Chairman Mulvey will provide members with an example of a past report to Selectmen.

The next meeting will be 7 p.m. December 13.

The meeting was adjourned at 8:45 p.m.

Submitted by Elaine Graybill, secretary pro tem.

7. Open discussion on future agendas and action of both committees

The chair indicated copies of the committees executive orders would be provided at the next meeting and copies of the executive summary including Phinneys Harbor, Eel Pond, and Back River system would also be distributed.

8. Discussion and possible vote on reorganization

Members were asked to submit ideas for future agenda items.

Next meeting: Oct 11th @ 7:00 p.m. (Holiday will necessitate a change in date.

Possibly agenda items: Timeline for goal completion. Select a secretary

Noted: Attention was called to a situation whereby a culvert was discharging a foul smelling substance into the Canal at the end of Perry St.

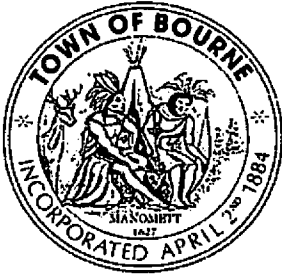
*Submitted by
Hul King*

**SELECTMAN'S TASK FORCE
ON LOCAL POLLUTION
AND
PHASE II STORMWATER MANAGEMENT
COMMUNITY OVERSIGHT GROUP
Minutes of meeting held November 8, 2010**

Called to order by Chairman Mulvey at 7 p.m.

Members present: Jim Mulvey, Hal King, Stewart Bell, Les Perry, Mort Toomey, and Elaine Graybill.

1. September 13, 2010 minutes accepted.
2. Meeting of October 11, 2010 was canceled due to the holiday.
3. Chairman Mulvey handed out copies for each member of two executive orders dated 8-30-10 that authorized the present committee, which resulted in the combining of the Selectmen's Task Force on Local Pollution and the Community Oversight Group for the Phase II Stormwater Management Program.
4. Chairman Mulvey provided a copy for each member of the May 2006 Executive Summary, Massachusetts Estuaries Project, Phinney's Harbor, Eel Pond and Back River. He informed committee members that the full report is available on the Internet.
These handouts specify the charge given to this committee and define the timeline of the year's work, which is to result in a report submitted to the Town Meeting in spring 2011.
5. Chairman Mulvey updated the committee that some Cape towns are questioning the methodology of the Massachusetts Estuaries Project. According to articles Mulvey and other committee members cited from the Cape Cod Times, some towns have questioned the computer models used by the estuaries project. Mulvey said this information provides background for understanding why Cape estuaries studies that have not yet been done are no longer funded by towns.
6. Chairman Mulvey reported on research he had done regarding culvert discharge into the Canal east of the Railroad Bridge, which was brought to the attention of the committee by a member at the September 13, 2010 meeting. Mulvey handed out a copy to each member of a storm drainage map provided by the town that shows outfall into the Canal from a pipe system that starts just below Alden Avenue in Buzzards Bay. Mulvey started the process of investigation by contacting all public departments that have responsibility for this type



SELECTMEN'S TASK FORCE ON LOCAL POLLUTION AND PHASE II STORMWATER MANAGEMENT COMMUNITY OVERSIGHT GROUP MEETING NOTICE

Date: Monday – December 13, 2010

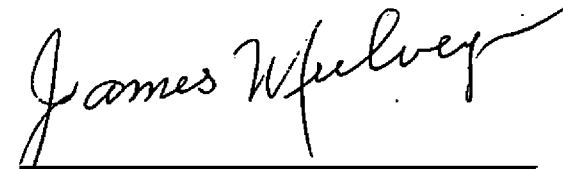
Time: 7:00 P.M.

Location: Bourne Town Hall
2nd Floor Conference Room
24 Perry Avenue
Buzzards Bay, MA 02532

2010 DEC 7 PM 3 23
TOWN CLERK'S OFFICE
100 STATE STREET

Agenda Topics

- Minutes of meeting held November 8, 2010.
- Update on information gained concerning Town Stormwater discharge into canal from St. Margaret's Street and Holt Road area
- Possible committee interest into Stormwater and erosion into Buttermilk Bay and Tower Lane area
- Development of a protocol guiding committee actions
- Operating to have input to Town's Charter Review Committee
- Election of committee's officers
- Discuss future agenda items
- Adjourn


James Mulvey, Chairman
December 7, 2010

cc: Town Clerk

Town Administrator - Board of Selectmen

Committee Members: Bell, Graybill, King, Mulvey, Perry and Toomey

Staff: Coffin, BOH; Mullaney, Cons. Comm; Moore, Plan. Dept.; Tellier/Sala, DPW fax: 759-0617;
Mullen, DNR,

Notify: Buzzards Bay Project - Coalition for B. Bay

**SELECTMAN'S TASK FORCE
ON LOCAL POLLUTION
AND
PHASE II STORMWATER MANAGEMENT
COMMUNITY OVERSIGHT GROUP
Minutes of meeting held December 13, 2010**

Called to order by Chairman Mulvey at 7:10 p.m.

Members present: Jim Mulvey, Les Perry, Mort Toomey, and Elaine Graybill.

1. November 8, 2010 minutes accepted.
 - a. Chairman Mulvey entered three documents into the record: the annual report of this committee for the year ending June 30, 2010, the Town of Bourne funding report by department, and an e-mail from Joe Costa to the Board of Selectmen informing them of new requirements for the new MS4 general permit.
2. Chairman Mulvey reported on the St. Margaret's Street discharge into the Canal. He has spoken to Chief Ranger William Norman of the Army Corps and made him aware of it. The Army Corps sees it as a town problem. Also, Mr. Tellier of the DPW is researching his records to find a fuller map of the catch basins up to Alden Street that feed into the improper discharge pipe. That information should be used by the committee to create a history of the problem as a step in building a case for remediation funding. Other information that can help build that case for remediation are GPS identification of catch basins and the outfall pipe, and photos of the discharge into the Canal. In addition, Chairman Mulvey talked with Dr. Costa of the Buzzards Bay Project about possible grant funding for this matter. Dr. Costa said there is a new grant coming out for stormwater pollution, but it is oriented toward shellfish areas. Chairman Mulvey has been told that when this committee is ready with a case for funding, including need, data, and other information, town departments including DPW, Board of Health, Conservation, and Planning, will assist in the grant application.
3. Chairman Mulvey addressed possible committee interest into stormwater and erosion into Buttermilk Bay and the Tower Lane area. He noted that all Buttermilk Bay and Little Buttermilk Bay shoreline in Bourne has been either infiltrated or directed into vegetated swales, so there is no direct runoff in those areas. However, the Tower Lane public access into Buttermilk Bay has for years produced stormwater runoff across the public beach, causing pollution and erosion.

Chairman Mulvey reported that Mr. Tellier of the DPW indicated that area should be infiltrated, but as a temporary and partial measure it will be graveled.

4. Discussion of a protocol guiding committee actions was postponed until the January 10 meeting, when an absent member can present a proposal.
5. Chairman Mulvey said this committee has the option to provide input to the Town's Charter Review Committee. He recommends that members look at the charter to see if they have any recommendations, which they can take to the committee personally or through him.
6. Election of officers was postponed.
7. Future agenda items include updates on items 2 and 3, plus reconsideration of tabled items.

The next meeting will be 7 p.m. January 10.

The meeting was adjourned at 8:20 p.m. after a motion from Les Perry seconded by Mort Toomey.

Submitted by Elaine Graybill, secretary pro tem.

Elaine Graybill

(-10-11)

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

Date: Wednesday, January 13, 2010
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 Clean Energy Funds: Details of position and posting.
 - 2. Participation in Planning Board wind by-law subcommittee and input from Energy Committee.
 - 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

TOWN CLERK'S OFFICE
BOURNE, MASS
2010 JAN 8 PM 4 13

Town of Bourne

Selectmen's Energy Advisory Committee

Jan 13, 2010 Meeting Minutes

The regular meeting of the Selectmen's Energy Advisory Committee was called to order at 7:00 pm Bourne Middle School, Conference Room by Chairperson, Liz Caporelli

COMMITTEE MEMBERS PRESENT:

George Jenkins	Bob Schofield	Alan Daniels	Liz Caporelli
Paul O'Keefe	Allyson Bizer Knox	Grey Curtis	

PRESENT:

Mr & Mrs. Jerry Ingersoll
Tom Guerino

AGENDA:

The Agenda was altered to have input from Tom and then unanimously approved.

MINUTES:

Minutes from Dec. 09, 2009 and Sept. 23, 2009 meeting approved.

Posting for Energy Coordinator, Clean Energy Choice Funds

Discussed posting and reviewed job description templates. Committee members worked with Tom to finalize a draft for the Town website. Tom will publish in local paper.

Position is 15 hours per week, ~16 months of funding eligible for extension if funding is secured.

Closing date for applications is February 4th. Committee will assist with distributing posting.

Committee will choose 2-3 top applicants to interview. Committee and Tom will conduct interviews.

Committee will assist with delegating responsibilities to the position. Tom will work with Town departments to integrate the position.

Liz will give update on hiring of position to Board of Select during Feb meeting.

The plan is to have someone in place by March 9.

Big Belly Solar has contacted Liz about delivery of solar trash compactor. Tom will work with Town to decide when to receive and where to put the unit. Possible locations; winter ice rink, summer beach. Big Belly is a State vendor, also needs to be Town vendor. Big Belly will send vendor info to Liz.

Discussion on wind turbine on town owned land by the Air Force turbine.

Bob update from CLC: Window replacement funds have been giving.
Town of Brewster- 2 turbines, Harwich on hold.

2010 APR 15 PM 8 46

**Town of Bourne
Selectmen's Energy Advisory Committee
Jan 13, 2010 Meeting Minutes**

Jerry: Parcels 4&6 are conservation land w/o restrictions.

Paul: will talk with Rose about activities on base and MTC wind person on feasibility of location.

Discussion of site near new school. Benefit of going private vs Town land using Co-Op.

NEXT MEETING:

The next full committee meeting will be at 7:00 pm on February 10, 2010
Bourne Middle School, Conference Room 100

ADJOURNMENT: Meeting adjourned 9:10 pm

Minutes submitted by: Liz Caporelli, Chairperson

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

Date: Wednesday, February 10, 2010
Time: 7:00 P.M.
Location: Bourne Middle School, Library/Media Center

2010 FEB 19 PM 3 58
TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA - CANCELLED

- (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. Planning Board wind by-law subcommittee.
 - 2. Presentation by Seth Pickering, Green Comm. Coordinator, Southeast Region
- (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, February 10, 2010
Time: 7:00 P.M.
Location: Bourne Middle School, Library/Media Center

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. Planning Board wind by-law subcommittee.
 - 2. Presentation by Seth Pickering, Green Comm. Coordinator, Southeast Region
- (VI) Adjournment

Liz Caporelli, Chairman

Thomas M. Guerino, Town Administrator

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

2010 JAN 26 PM 8 27
TOWN CLERK'S OFFICE
BOURNE, MASS

Chapman, Wendy

From: Lisa Groezinger [lgroezinger@gmail.com]
Sent: Friday, February 19, 2010 7:18 AM
To: Chapman, Wendy
Subject: Energy Committee - meeting agenda cancellation



EAC Agenda
02-10-10.doc

Hi Wendy,
The Energy Committee didn't meet due to the snow. Agenda is attached.

Lisa

This email has been scanned by the MessageLabs Email Security System.
For more information please visit <http://www.messagelabs.com/email>

2010 FEB 19 PM 3 58
TOWN CLERK'S OFFICE,
BOURNF, MASS.

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

Date: Wednesday, March 3, 2010
Time: 7:00 P.M.
Location: Bourne Middle School, Media Center/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. Planning Board wind by-law subcommittee.
 - 2. Presentation by Seth Pickering, Green Comm. Coordinator, Southeast Region
- (VI) Adjournment

Liz Caporelli, Chairman

Thomas M. Guerino, Town Administrator

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

2010 MAR 1 AM 9 51
TOWN CLERK'S OFFICE
BOURNE, MASS.

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

Date: Wednesday, March 10, 2010
Time: 7:00 P.M.
Location: Bourne Middle School, 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 Energy Coordinator hiring
 - 2. Wind by-law subcommittee and Planning board meeting
 - 3. Plan for Green Communities
 - 4. Update from CLC meeting
 - 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

2010 MAR 8 AM 8 30
TOWN CLERK'S OFFICE
BOURNE, MASS

Selectmen's

Energy Advisory Committee

2010 MAR 11 PM 4 24

TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting Notice

Date: Monday, March 15, 2010
Tuesday, March 16, 2010
Wednesday, March 17, 2010

Time: 8:00 A.M.

Location: Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

AGENDA

Interview applicants for the Part Time Energy Coordinator position

Elizabeth Caporelli
Elizabeth Caporelli
Date: March 11, 2010

Selectmen's

2010 MAR 12 PM 1 **Energy Advisory Committee**

TOWN CLERK'S OFFICE
BOURNE, MASS

Meeting Notice

AMENDED

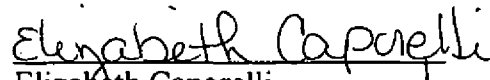
Date: Tuesday, March 16, 2010
Wednesday, March 17, 2010

Time: 8:00 A.M.

Location: Bourne Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

AGENDA

Interview applicants for the Part Time Energy Coordinator position


Elizabeth Caporelli
Date: March 12, 2010

2010 MAR 12 PM 3 21

Selectmen's

TOWN CLERK'S OFFICE

BOURNE, MASS

Energy Advisory Committee

Meeting Notice

Date: Thursday, March 18, 2010

Time: 5:00 P.M.

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

AGENDA

Interview applicants for the Part Time Energy Coordinator position

Elizabeth Caporelli
Elizabeth Caporelli
Date: March 12, 2010

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

Date: Wednesday, April 14, 2010
Time: 7:00 P.M.
Location: Bourne Community Building, Room 3

AGENDA

1. Approval of Minutes (January 13, 2010)
2. Energy Coordinator position
 - a. Goals
 - b. Tasks
3. Energy Policy implementation
4. Plan for Town Meeting and joint meeting with Board of Selectmen, Planning Board and Green Communities Representative on requirements
5. Follow up on BFDC and New Generation Wind Public Information Forum
6. Other business
7. Adjournment

Liz Caporelli, Chairman

Thomas M. Guerino, Town Administrator

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

2010 APR 12 PM 10 57
TOWN CLERK'S OFFICE
BROCKTON

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

Date: Wednesday, May 12, 2010
Time: 7:00 P.M.
Location: Bourne Middle School, Room 100

AGENDA

1. Approval of Minutes (April 15, 2010)
2. Follow up from Town Meeting, Energy Policy and Bylaws
3. Steps to implement Energy Policy
4. Update from Richard
 - gathering energy data
 - ICLEI software
 - Meeting with Town staff
5. Methods for providing public information to Energy Committee activities
6. Meeting with Planning Board and Selectmen to discuss Green Communities requirements
7. Other business
8. Adjournment

Liz Caporelli, Chairman

Thomas M. Guerino, Town Administrator

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

2010 MAY 7 PM 10 44
TOWN CLERK'S OFFICE
Bourne Middle School

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

2010 JUN 7 AM 11 02
TOWN CLERK'S OFFICE
BOURNE, MASS.

Date: Wednesday, June 9, 2010
Time: 7:00 P.M.
Location: Bourne Middle School, Room 100

AMENDED AGENDA

1. Formal request to selectmen to give the Committee authorization to seek the Green Community designation for Bourne.
 - a. As-of-right-siting meeting with Planning Board
 - b. Stretch code and fuel efficient vehicles
2. Ideas for joint meeting/forum with other towns Energy Committees to discuss actions and plans for meeting Green Community designation
3. Review action items in audit and prioritizes each item and formulate plan for addressing
4. Ideas to increase Committee membership
5. Follow up on methods for providing public information to Energy Committee activities.
6. Other business
7. Adjournment

Liz Caporelli, Chairman

Thomas M. Guerino, Town Administrator

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

2010 JUN 4 PM 1 39

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

TOWN CLERK'S OFFICE

Date: Wednesday, June 9, 2010
Time: 7:00 P.M.
Location: Bourne Middle School, Room 100

AGENDA

1. Formal request to selectmen to give the Committee authorization to seek the Green Community designation for Bourne.
 - a. As of tight siting meeting with Planning Board
 - b. Stretch code and fuel efficient vehicles
2. Ideas for joint meeting/forum with other towns Energy Committees to discuss actions and plans for meeting Green Community designation
3. Review action items in audit and prioritizes each item and formulate plan for addressing
4. Ideas to increase Committee membership
5. Follow up on methods for providing public information to Energy Committee activities
6. Other business
7. 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**

2010 JUL 16 PM 3 40

Date: Tuesday July 20, 2010
Time: 6:00 P.M.
Location: Bourne Community Center,

TOWN CLERK'S OFFICE
Bourne

AGENDA

- (I) Call to order 6:00 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 from Richard/Bourne Energy Coordinator
 - 2. Green Communities Forum
 - 3. Solar Birthday Party, Sept 24th Bourne Middle School
 - 4. Next step after forum
 - 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

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

Date: Wednesday, August 11, 2010
Time: 7:00 P.M.
Location: Bourne Town Hall, Upper Conference Room

AGENDA

1. Approval of minutes
2. Details and plan for stretch code meeting on 9/22
3. Green Communities update
4. PACE legislation update
5. Energy audit/evaluation at library
6. Cape Light Compact (CLC) audit work in Bourne
7. Roll of Committee and Energy Coordinator input on private renewable projects
8. Wind turbine noise and sound pressure level of local turbines
9. Education programs and Solar Birthday Party
CLC update
10. Cape & Vineyard Electric Cooperative, Inc. update
11. 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

2010 AUG 6 PM 2 12

Selectmen's Energy Advisory Committee Meeting notice

Wednesday, September 8, 2010

7:00 pm

Bourne Town Hall, lower conference room

Agenda

1. Approval of minutes
2. Update on plan for stretch code meeting on 9/22/10
3. Green Communities update and CLC meeting
4. PACE legislation update
5. Energy audit/evaluation at library
6. Cape Light Compact (CLC) audit work in Bourne
7. Education progress and Solar Birthday Party
8. October Energy Awareness Month event ideas
9. New Generation wind project/Bournedale turbine; EAC's input/response
10. Cape and Vineyard Electric Cooperative, Inc. update
11. Adjournment

Liz Caporelli, Chairman

Thomas M. Guerino, Town Administrator

Cc: Town Clerk, Selectmen, Caporelli, Curtis, Daniels, Kapanbellis, Knox, O'Keefe and Schofield

2010 SEP 2 PM 2 58
TOWN CLERK'S OFFICE

Meeting Notice

Selectmen's Energy Advisory Committee (EAC)

Date: Wednesday, 10/13/10

Time: 7:00 pm

Place: Bourne Middle School, RM 100

Agenda items:

1. Approval of minutes (9/9, 10/9, 11/9, 12/9, 3/10, 4/10, 5/10, 6/10, 7/10, 8/10 and 9/10)
2. Recap of stretch code meeting of 9/22
3. Green Communities update and Selectmen meeting
4. Energy audit/evaluation at the public library
5. Cape Light Compact (CLC) audit work in Bourne
6. Website additions and plan
7. Public info on EAC
8. Education programs and Solar Birthday Party
9. CLC update
10. Cape and Vineyard Electric Corporation, Inc. update
11. New Generation wind project
12. ISWM working group report to Selectmen presentation of 9/14
13. Bourne Energy Forum scheduled for Wed. 10/27/10 at the Community Building from 2:00 pm - 2:30 pm
14. Discussion of new anti-wind group Windwise and how other municipal energy committees should respond

Liz Caporelli, Chairman

2010 OCT 7 AM 9 38
TOWN CLERK'S OFFICE

Selectmen's Energy Advisory Committee Minutes – October 13, 2010
Bourne Middle School
Bourne, MA 02532

Attendance:

Liz Caporelli, Chairman; Robert Schofield, Vice-Chairman; Allyson Bizer-Knox, Clerk; Alan Daniels, Chris Kapsambelis and Paul O'Keefe

Member(s) excused: Gray Curtis

Guest(s): TA Guerino; Rich Elrick; Mr. Jerry Ingersoll

List of Documents

- None

Approval of minutes (9/9, 10/9, 11/9, 12/9, 3/10, 4/10, 5/10, 6/10, 7/10, 8/10 and 9/10)
O'Keefe MOVED and SECONDED by Bizer-Knox to approve minutes of 9/9, 10/9, 11/9, 12/9, 3/10, 4/10, 5/10, 6/10, 7/10, 8/10 and 9/10 as submitted. Unanimous VOTE.

Recap of stretch code meeting of 9/22

Doug Lapp, Asst. TA of Sandwich provided a CD of the stretch code forum. Rick Elrick will email committee members how to access through the website.

EAC is going before the Selectmen on 11/9/10. TA Guerino suggests having two (2) meetings and set an additional meeting for only said topic prior going to annual Town Meeting.

Rich Elrick stated Roger LaPorte is not in favor of said code, as he has no confidence in the DOE numbers. At the end of this month, there is a national conference of Building Inspectors in North Carolina.

EAC to invite Mr. LaPorte to one of the EAC meeting to further discuss the stretch code. TA Guerino suggests to wait until after the EAC go before the Selectmen before inviting Mr. LaPorte.

Green Communities update and Selectmen meeting

Presentation to the Selectmen on 11/9/10. Elrick to give a general presentation and check availability of Seth Pickering for a PowerPoint presentation, and request to seek Selectmen vote of confidence to move forward.

If Pickering not available, Elrick will request to put on another Selectmen meeting.

Energy audit/evaluation at the public library

After full complete scoping, moving forward with light fixtures and boiler Energy management system was screened out due to cost (\$40,000). Also a gas conversion discussion. TA Guerino is checking with National Grid.

2010 DEC 1

12 5 PM 1 030 0107

Cape Light Compact (CLC) audit work in Bourne

Rise Engineering to go over the building and check all records at the BHS for what additional things can be done.

Website additions and plan

- Add Energy Policy, then link to Wind Bylaw.
- Pictures of the BMS school roof, add a link.
- Add link to the Mass. Maritime Academy, Upper Cape Tech.
- Add scoping assessments
- Energy Audits
- Committee members updated
- Energy savings tips
- Free audits

Bizer-Knox will email Elrick some of the school links.

Public info on EAC

Discussion of a newsletter, but to start the EAC will create a website. Discussion of a updates in newspapers. Bizer-Knox suggested informational papers distributed through the schools.

Education programs and Solar Birthday Party

Wednesday, 10/27/10 at the BMS from 2:30 pm – 4:30 pm. There is interest in the schools, but no transportation. Programs will be held after school, using basic kits (solar fan, solar balloon), art contest using recyclables, calculate carbon footprint. There will be an Energy Advisory Committee logo contest.

Looking for a solar energy expert to give tours and explain how it works. Bizer-Knox will go to town website for possible contacts. Teacher from Upper Cape Tech coming to programs for demonstrations and bringing information of UCT to the middle school students.

Looking for a wind turbine demonstration. Several suggestions given by the EAC (Debbie Fenton; Co-chair of the Falmouth Energy Committee – Joan Muller; Meghan Amsler, Self Reliance to name a few).

Bizer-Knox to send out an update of program to the committee members.

CLC Update

Energy audit program will change as of April 1, 2010. The State will take control and the format will change. Smaller vendors wanting to get involved prompted interest. CLC currently using Rising Engineering. A major change will be three (3) different vehicles (one to handle, one to set up audits, adding vendors).

Until April 1, 2010, everything will be status quo.

CLC will be announcing electric rates at the end of November and will commit to rate for 6 month period with possibility of long term commitment through 2012

Cape & Vineyard Electric Co-Op (CVEC) update

Request for proposals for the installation of two (2) 1.8 megawatt turbines in Brewster, MA.

CVEC has an RFP going out to do some installation on landfills on the Cape. Bourne could not participate, as it doesn't have any pieces of large open space

New Generation wind project

TA Guerino said the Selectmen will have this topic on their agenda next week. They are bringing in a proponents and non-proponents. Heindrich Luke will speak against project per Selectmen, in a 20-minute presentation. TA Guerino will receive documentation from the consultant who is going before the BOH, and will distribute to the Selectmen before next week's Selectmen's meeting.

Jerry Ingersoll will give TA Guerino for some contacts as a proponent from a scientific community.

TA Guerino suggested Elrick get in touch with Paul Nedswiki to see if that is the norm, based on the Commission rules with regard to speaking before elected officials. Mr. Ingersoll will state outcome in an email to TA Guerino.

General comments from Kapanbellis stating there are issues due to distances. What is the intent of the regulation? Mr. Ingersoll will research to see if a corporation can endorse a project "with the following reservations."

Mr. Ingersoll stated having two decibel studies done (the winter and in July). However, July has insect interference, and hard to get a fixed decibel reading. Mr. Ingersoll to email the Atlantic Design Engineers study of feasible homes to O'Keefe.

Mr. Ingersoll notified the EAC of a turbine meeting being held on November 15, 2010 at 6:00 pm at the BHS before the Cape Cod Commission.

ISWM working group report to Selectmen presentation of 9/14

The group is working with Phil Goddard and Dan Barrett to set up a consultant to put together an RFP. This will go out to various groups to see what they will propose to rent or lease up to 6 acres on the site to run various projects, without adding or disturbing the ISWM operation.

Schofield MOVED and SECONDED by Bizer-Knox that the EAC to the Selectmen vote in favor of the ISWM working group's proposal to carry forward with the Selectmen with an RFP and going through the motions in seeing what we can come up with in bettering our situation at the landfill. UNANIMOUS VOTE.

Bourne Energy Forum scheduled for Wed. 10/27/10 at the Community Building from 2:00 pm – 3:30 pm

Agenda recited by Elrick. Outreach will be through press releases.

Discussion of new anti-wind group Windwise and how other municipal energy committees should respond

Windwise forums are doing the work of the anti's, and it is important for the proponents to try and be as active. Kapanbellis will email members with regard to obtaining information from one of the forums.

Next forum held on 10/21/10 at 7 pm at CCCC.

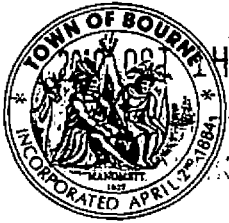
Next meeting

November 3 – meeting place TBD.

Adjournment

Schofield MOVED and SECONDED by Bizer-Knox to adjourn. Meeting adjourned at 9:15 pm. UNANIMOUS VOTE.

Respectfully submitted,
Lisa Groezinger, sec.



TOWN OF BOURNE

24 Perry Avenue – Room 101
Buzzards Bay, MA 02532-3496
www.townofbourne.com



RICHARD ELRICK, ENERGY COORDINATOR

Phone: 508-759-0600 x 302
Fax: 508-759-0620

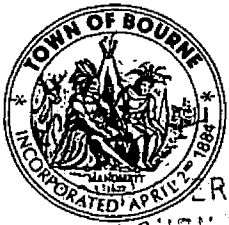
Citizens' Energy Forum

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

October 27, 2010

Agenda

- 2:00 pm Introductions and Overview of Goals of the Forum
Richard Elrick, Energy Coordinator for Bourne
- 2:05 pm Electric Power Supply presentation
Joe Soares, Senior Power Supply Planner, Cape Light Compact
- 2:25 pm Cape Light Compact energy efficiency presentation
Amy Voll, Marketing and Communications Coordinator, Cape Light Compact
- 2:50 pm NStar Energy programs presentation
Kathleen Orrick, Manager, Low Income Programs
- 3:10 pm Cape & Island Self-Reliance presentation
Megan Amsler, Executive Director



TOWN OF BOURNE

24 Perry Avenue – Room 101

PM 2 43 Buzzards Bay, MA 02532-3496

www.townofbourne.com

CLERK'S OFFICE

RICHARD ELRICK, ENERGY COORDINATOR



Phone: 508-759-0600 x 302

Fax: 508-759-0620

FOR IMMEDIATE RELEASE

October 14, 2010

PRESS RELEASE – MEDIA ADVISORY

Town of Bourne to hold Citizens Energy Forum

BOURNE, MA - The Bourne Energy Coordinator and the Selectmen's Energy Advisory Committee have announced a **Citizen's Energy Forum** will be held Wednesday, October 27th at the Bourne Veterans Memorial Community Center, 239 Main Street, Buzzards Bay, MA, from 2-3:30 PM.

Bourne Energy Coordinator, Richard Elrick, and representatives from the Cape Light Compact, NStar and the Cape & Islands Self-Reliance Corp. will discuss how residents and businesses can prepare for winter's higher energy costs by decreasing their energy use.

Before the cold weather season arrives in earnest, now's the time to learn about the availability of free energy assessments to show how to make your home and business more comfortable with a smaller carbon footprint. You'll also learn at the **Citizens Energy Forum** how the cost of electricity is determined, discounts for energy saving appliances, a program to help you save on the cost for your fuel oil deliveries, as well as what options exist when your utility bill is more than you can afford to pay.

For further information, please call Richard Elrick, Energy Coordinator (508-280-3164).

###

Selectmen's Energy Advisory Committee Meeting Notice

Date: Wednesday, 11/3/10

Time: 7:00 pm

Where: Bourne Middle School, Room 100

TOWN CLERK'S OFFICE
Agenda Items:
BOURNE, MASS

1. Approval of minutes (10/13/10)
2. Recap of Energy Forum at the Community Center
3. Green Communities update and plan for Selectmen meeting on 11/9/10
4. Cape Light Compact (CLC) audit work in Bourne
5. Website overview
6. Public info on EAC
7. Education program and Solar Birthday Party
8. CLC update
9. Cape and Vineyard Electric Cooperative, Inc. update
10. Earth Day Energy Symposium (spring)

Energy Advisory Committee Meeting Minutes – November 5, 2010
Bourne Middle School, RM 100
Bourne, MA 02532

2010 SEP 06 PM 4:10 *****

Attendance

TOWN CLERK'S OFFICE
Energy Coordinator Richard Elrick

Liz Caporelli, Chairman; Bob Schofield Vice Chair, Chris Kapsambelis, Gray Curtis, Allyson Bizer-Knox.

Members excused: Alan Daniels; Paul O'Keefe

List of documents – N/A

Meeting called to order

7:10 pm

1: Approval of minutes

R. Schofield: suggested changes, Minutes approved with incorporation of changes.
Motioned second by Curtis.

2: Recap of Energy Forum at the Community Center:

Richard: Low turnout at the Energy Forum at Community Center. Presenters from CLC, Cape and Island Self Reliance. The weather may have been a factor. Ideas for getting more interest:

- Post in Community Center News Letter
- Offer CFL bulbs/CLC packets and refreshments
- have more time to plan and get the word out
- maybe change the time to get more interest

3: Discussion on Green Communities presentation to Selectmen on 11/9 meeting:

- introduction committee by member, read letter from EAC and Chair.
- Richard: more in depth introduction of Green Communities
- Seth Pickering: DOER presentation on steps to become and benefits of being a Green Community.

EAC has reconfirmed that we will not give a comment on the New Generation Wind project until the Cape Cod Commission gives their evaluation of the project.

4) Cape Light Compact Audit work in Bourne:

Richard: Work with CLC on audit and final report on audit on lighting, insulation and programmable controls for heating/cooling. Tom G. is assessing the possibility of turning the Library to natural gas. Richard will check with Tom to make sure that if converted to gas that we asses the efficiency of the heating unit.

-Looking again at the high school. Next large building with good opportunities. CLC (Nicole) is assisting with finding additional opportunities for savings and reduction.

5: Website overview: Added three links, CLC, CEVEC, Energy generation from the middle school panels.

- Richard asked the EAC to send any documents of links that would be educational and useful.
- Green Community information posted once we have approval from BOS.
- Energy Savers want to start a website, discussion that we post or link from our page.
- Energy Savers is working on a logo that could go on the website, w/energy saving tips.
- Energy Policy, Charge other information.

6: Public Info on EAC: We can use the website to provide information.

Ask Community Center to put info in their news letter.

- How can we educate people? Public tour of MMA wind turbine, recreation department assist with tours. Insert into the Tax bill or stamp on outside on link to the website.
- Have the Energy Savers group put together a way to get news out on the website

7: Education Programs and Solar Birthday Party;

- Next Friday will be serving cupcakes and have a sun birthday invitation.
- January there will be an energy saving fair. They will invite parents to new Bournedale school. Allyson is working with Bourne Middle School science teachers to coordinate event and is collecting information on calculate your carbon footprint, and working with CLC education person.

8: CLC: No meeting minutes from the last EAC meeting.

Town Christmas lights: C9 lights for Bourne. CLC will pay for 50% of the LED C9 lights. They are \$6.50 each per string with a cost of only \$3.25 to the town. They will order 450 strings, can be run on 12V. Bourne now using 7W bulbs, 19,000 lights. Town now spending \$200 dollars per day for lights, w/LED there will be \$4 per day. \$5000-6000 per year savings. Also solves the problem with overload a circuit.

9: CEVEC: No update from Bourne. They have issued an RFP for the 7 member towns for ground mount solar PV. Good response from vendors.

10: Earth Day Energy Symposium in Spring: Richard sending emails out with other groups to see what it happening in the community not to have conflicts and possible to collaborate. If nothing is going does it make sense to have an energy fair. Combine with a CLC turn in event. Good attendance at the last one, Yarmouth. Could do at the Hyannis Youth and Community Center.

Agenda Items for next meeting: Dec 8th.

- Ideas for a spring Earth Day forum. What type of forum, what is the target audience, who should be included.
- compile information on money saved and efficiency measures since Richard has been hired. Look for opportunities for funding to support the Energy coordinator position.

9:10 pm Meeting adjourned

Minutes submitted by E. Caporelli, Chair.

Energy Advisory Committee (EAC) Meeting Notice

Date: Wednesday, Dec. 8, 2010

Time: 7:00 pm

Place: Bourne Middle School, Rm 100

Meeting Agenda:

1. Approval of Minutes 11/3/10
2. Recap of Green Communities presentation to Selectmen on 11/9/10
3. Cape Light Compact Audit work in Bourne
4. Ideas for a spring Earth Day forum. What type of forum, what is the target audience, who should be included.
5. Compile information on money saved and efficiency measures to date and look for opportunities for funding to continue support the Energy coordinator position.
6. Website overview and including Energy Savers Club
7. Land Based Wind Turbine Noise
8. Public Info on EAC
9. Feedback on Solar Birthday Party and plan for Jan school event.
10. CLC Update
11. Cape and Vineyard Electric Co-Op. Update Sent from my BlackBerry® by Boost Mobile

2010 DEC 9 AM 10 00
TOWN CLERK'S OFFICE
DEC 8 2010

Energy Advisory Committee Meeting Minutes – December 8, 2010

Bourne Town Hall

24 Perry Avenue, Buzzards Bay, MA 02532

Attendance

Richard Elrick - Energy Coordinator

Liz Caporelli, Chairman; Bob Schofield, Vice Chairman; Allyson Bizer-Knox, Clerk;
Grey Curtis; Chris Kapsambelis; and Paul O'Keefe

Member(s) excused: Alan Daniels

List of Documents

- Town of Bourne website for EAC – 1 page
- MA Noise Regulations 310-CMR-7.10 – 1 page
- Measured Time History July 3, 2010 – 1 page

Meeting called to order

7:05 pm

Approval of Minutes 11/3/10

Schofield MOVED and SECONDED by Bizer-Knox to approve minutes of 11/5/10 as submitted. VOTE 5-0-1 (with abstention from Bizer-Knox).

Recap of Green Communities presentation to Selectmen on 11/9/10

Selectmen are supporting many of the elements of the Green Communities Act. Mr. Elrick is putting together a draft policy requiring the purchase of fuel-efficient administrative vehicles as defined by Green Communities. As far as the Stretch Code, he is also working to get builders to acknowledge a financial benefit within the first year. Once available, he will go back before the Selectmen hopefully in January.

Mr. Elrick also wants to include a model bylaw for zoning, as there are potential funding sources for Bourne to take advantage of. Zoning would require a special permit per Coreen Moore as zoning districts created for PV.

Curtis suggested some solar sites – north of ISWM, east of Route 28 – fairly flat land. He will go over some of the maps, as well as Google Earth. O'Keefe stated there must be at least 5 acres per megawatt).

Mr. Engersoll mentioned the California solar program over parking lots at the schools.

Mr. Elrick will discuss with TA Guerino to move forward for Selectmen commitment. This includes the involvement of the Planning Board needed to bring drafted bylaw forward.

00 4 00 4 83 1102

Cape Light Compact Audit work in Bourne

Work on library is ongoing; improvements include insulation and other energy management upgrades. The high school building is next, but Mr. Elrick will contact Nicole Price (CLC) to speed pace up.

Ideas for a Spring Earth Day Forum. What type of forum, what is the target audience, who should be included.

Looking for regional participation – maybe a Saturday from 10:00 am – 4:00 pm for renewable energy; promoting Green Communities; vendors.

Mr. Elrick is asking EAC for ideas before moving forward. (CLC donation of items suggested).

Compile information on money saved and efficiency measures to date and look for opportunities for funding to continue support the Energy coordinator position.

- Comparison of current baseline data
- Compare data to implement energy measures

As far as funding to support Energy Coordinator position, the Town needs to develop new revenue streams from energy savings or grants. ConEdison was discussed.

Mr. Elrick to discuss with TA Guerino for timeframe for his position.

Website overview

1-page document of what comes up on the Town website.

- Add Mass. Maritime turbine
- Tie link to the Cape Light Compact with regard to Energy Audits
- Carbon calculators
- Graphics associated with links; put items to promote; link to list of members
 - News and events (calendar of events)
 - Video of energy in progress

Find limitations of website, and EAC members to send additional suggestions to Mr. Elrick.

Energy Savers Club

- Energy Carnival – end of January/beginning of February.
- Former member be at next week's meeting – invite to attend EAC meeting
- After school program before the Energy Carnival

Land Based Wind Turbine Noise

"Hysteria" Building for Wind Turbines. Falmouth residents pushing opposition as their town is trying to expand to another turbine. The Zoning Board having a Moratorium on siting of Wind Turbines; Falmouth to petition County of Commissioners to freeze addition of new turbines in Upper Cape area. Falmouth meets all State regulations for noise, yet have opposition. Falmouth is moving to change their bylaw.

Kapsambelis handouts: MA Noise Regulations 310-CMR-7.10; and Measured Time History July 3, 2010. Documentation is to advise and for the EAC to address issues in some fashion in the future.

Keep as an agenda item.

Public Info on EAC

Continue to work on the website.

Feedback on Solar Birthday Party and plan for Jan school event.

Table to the next meeting.

CLC Update

Need Program update from Executive Director. A lot of projects have been copied throughout the country. Over 600 schools involved to date.

Electric residential rates announced are 7.71 cents/kw hr. for 6 months. Municipal rate will be settled next week. Call 800-381-9192 for more information.

Cape and Vineyard Electric Co-Op. Update

Two projects – RFP out for solar panels on landfills across 7 towns; this month will CVEC will review proposals. Only wind proposal is in Brewster.

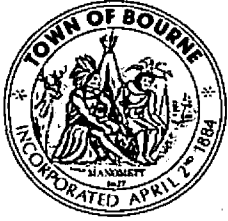
Next meeting

January 12, 2011 - TBD

Adjourn

O'Keefe MOVED and SECONDED by Curtis to adjourn. Meeting adjourned at 9:20 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 Wiggin, Vice Chairman
Paul Bushueff, Clerk
David Crane
Charles Perry
Charles Miller
Hunter Scott

Agenda Shore & Harbor Committee

MEETING NOTICE

Thursday, January 14, 2010 at 7:00 pm at the Bourne Middle School, Room 100

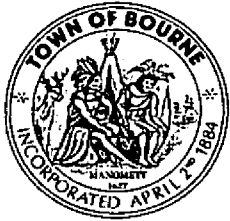
1. Review the minutes of December 17, 2009
2. Public comments, non-agenda items
3. Barlow's Landing Pier Repairs Up-Date
4. Cohasset Narrows dredging update
5. Boat Ramps: Ideas on cost effective repairs
6. Public comments, non-agenda items
7. Any other business that may come before the Committee

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

2010 JAN 8 PM 4 13
TOWN CLERK'S OFFICE
BOURNE, MASS



TOWN OF BOURNE

Shore & Harbor Committee

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



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

Agenda Shore & Harbor Committee

MEETING NOTICE- CANCELLED

Thursday, January 14, 2010 at 7:00 pm at the Bourne Middle School, Room 100

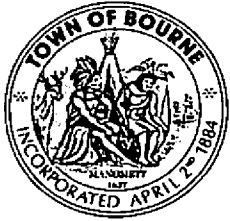
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Richard Libin
Chairman

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

2010 JAN 25 AM 8 52
TOWN CLERK'S OFFICE
BOURNE, MASS.



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, January 28, 2010 at 7:00 pm at the Bourne Middle School, Room 100

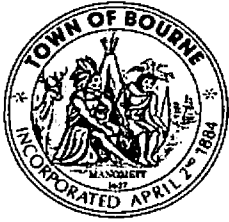
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Richard Libin
Chairman

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

2010 JAN 26 PM 8 27
TOWN CLERK'S OFFICE
BOURNE, MASS



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 - CANCELLED

Thursday, January 28, 2010 at 7:00 pm at the Bourne Middle School, Room 100

Review the minutes of December 17, 2009

Public comments, non-agenda items

Barlow's Landing Pier Repairs Up-Date

Cohasset Narrows dredging update

Boat Ramps: Ideas on cost effective repairs

Public comments, non-agenda items

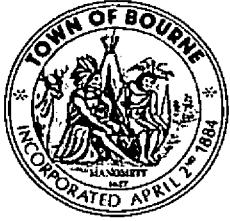
Any other business that may come before the Committee

Citizens are welcome and encouraged to attend our meetings.

Richard Libin
Chairman

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

BOURNE, MASS
TOWN CLERK'S OFFICE
2010 FEB 2 AM 8 37



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, February 4, 2010 at 7:00 pm at the Bourne Middle School, Room 100

1. Review the minutes of December 17, 2009
2. Public comments, non-agenda items
3. Barlow's Landing Pier Repairs Up-Date
4. Cohasset Narrows dredging update
5. Boat Ramps: Ideas on cost effective repairs
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

BOURNE, MASS
TOWN CLERK'S OFFICE
2010 FEB 2 AM 8 37

Shore & Harbor Committee Minutes – February 4, 2010
Bourne Middle School Room 100
Buzzards Bay, MA 02532

Attendance: Richard Libin, – Chairman David Wiggin, – Vice-Chairman, David Crane, Charlie Perry, Hunter Scott

Absent: Paul Bushueff, Charley Miller,

Guests: Bob Schofield, Paul Gately, Mark DeCicco

Meeting Called to Order: 7:00 pm

Approval of Minutes from December 17, 2009 by D. Wiggin, moved and seconded by H. Scott to accept as amended. Vote 3-0-3 abstention.

Public Comment:

Mark DeCicco inquired about the mooring cap and if the cap were lifted would there be any other income from moorings. Discussion held.

Up-date from Tim Mullen Harbormaster, letter dated January 12, 2010 enclosed.

Discussion on Hens Cove, update on status of Monument Beach Marina. We will get a formal update for the next meeting.

Discussion on next project:

Discussion of ramp replacements or repairs at Monument Beach. Committee's next priority is the continuation of work to relocate dingy dock. Removal of dinghy docks off the beach to deeper water at end of jetty next to Boat ramp, along with a side of the dingy dock on the ramp side to assist with loading and unloading and freeing up the main dock.

Motion to finish Barlows Landing By: D. Crane and seconded by H. Scott. Voted 5-0.

Next meeting:

March 18, 2010

Adjournment:

D. Crane moved and seconded by C. Perry to adjourn. Meeting adjourned at 8:15 pm.
Unanimous vote.

2010 MAR 22 PM 1 15
TOWN CLERK'S OFFICE
Bourne, MA 02532

Attachment SHC 2/4/10 minutes

From: Mullen, Timothy [mailto:TMullen@townofbourne.com]
Sent: Tuesday, February 23, 2010 10:32 AM
To: Richard Libin
Subject: FW: S&H Meeting

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

From: Mullen, Timothy
Sent: Tuesday, January 12, 2010 12:50 PM
To: rlibin@apb.cc
Subject: S&H Meeting

Rich,

The contractor will be installing the galvanized anchor boots and 6X8 horizontal posts on Thursday at Barlows landing. Also, you may have noticed some zinc hardware on the connecting plate at the end of the pier. That will be swapped out on Thursday as well. Beginning next week we(DNR) will install the horizontal 4X8 timbers.

As far as Cohasset Narrows goes, The corps is still hunting for a place to put the material. Placing some of it near the Mashnee Dike is still not "out" as far as they are concerned. They asked the state about it but never heard back. They said they would be in touch with them again. They also had some discussions w/ the group that is looking to improve Bird Island (but the location where they wanted the material may also have eelgrass growing in the area)... They will have to conduct another eelgrass survey of that location this summer (and at the same time update the eelgrass info for entrance channel into Buttermilk Bay)...They may be able to use both sites and split the volume 1/2 and 1/2 at these two locations.

John Chuckran will be attending the meeting to provide the committee with a few different options for improving the Monument Beach boat ramp.

Taylor Point Marina fuel system upgrade, final phase, goes out to bid on Friday. This phase includes the removal and disposal of the two 10k underground fuel storage tanks, backfilling the tank graves, pouring an above ground concrete tank mat, and installing one dual compartment above ground 10k gallon storage tank. Work to be completed no later than 4/1/10.

Tim Mullen

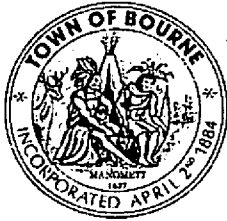
Bourne Director of Natural Resources

24 Perry Ave. Room 102

Buzzards, Bay MA 02532

Office: 508-759-0621#312

Fax: 508-759-8026



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, March 18, 2010 at 7:00 pm at the Bourne Middle School, Room 100

1. Review the minutes of February 4, 2010
2. Public comments, non-agenda items
3. Cohasset Narrows dredging update
4. Sagamore Beach Jetties update
5. Barlow's Landing Pier Repairs and Dingy Dock Re-Location
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

2010 MAR 4 PM 4 49
TOWN CLERK'S OFFICE
BOURNE, MASS

Shore & Harbor Committee's Minutes
March 18, 2010
Bourne Town Hall
Bourne, MA 02532

Attendance: Richard Libin, Chairman; David Wiggin, Vice Chairman; Paul Bushueff, Clerk; David Crane; Charley Miller; and Charlie Perry

Member(s) excused: Hunter Scott

Guests: Selectman Stephen Mealy, Jim Mulvey, Bob Schofield

Meeting called to order at 7:00 pm.

Approval of minutes

D. Crane moved and seconded by D. Wiggin to approve minutes of February 4, 2010 amended. Vote 3-0-1 with abstention from C. Miller.

Public comment – non agenda items

None at this time.

Cohasset Narrows dredging update

T. Mullen waiting to hear of update as of today. Discussion held.

Sagamore Beach jetties

Permits required and there are limitations and conditions. T. Mullen is working with ConCom agent to see what is needed if jetties are to be repaired permit wise; obtain ConCom's opinion of jetties before moving forward. Also, ConCom to explore cost to see if Town should move forward.

Barlow's Landing Pier Repairs and Dingy Dock Re-Location

Guard rails up; plate at the end needs to be leveled before walkway installed. M. Leitzel to determine a weight limit to pier prior to opening.

Dingy dock relocation – Discussion on an L-shaped dock, as well as sliding moorings over; adding a ramp off the walkway to the dingy docks.

Chm. Libin discussed with Chuckran about adding ramp out to where dredged to power on/off so as to not destroy ramp; add asphalt on ramp (change angle with concrete so limit potholes). He suggests not to expand, change and move and to leave where it was. On right hand side go off end with dock and piling on end (to tie to end of the dock). \$125,000 rough cost estimate.

Discussion to have BSC to modify original plans (engineering plan) and then go out to bid.

Other business

Bourne Community Boating

T. Mullen March 7, 2010 letter (a copy of which is attached hereto).

2010 JUL 19 AM 9 27
TOWN CLERK'S OFFICE

Town to generate a Memo of Understanding of what BCB can/cannot do at Monument Beach and accommodations to be made due to the loss of the Mashnee Island venue.

Selectmen fully endorse, looking for SHC recommendations, as no agreement has been formalized. SHC would like to see MOU prior to their discussions. D. Wiggin expressed concern on discussing after the fact.

C. Miller suggested speaking to the Recreation Committee in case there ever is a conflict with regard to using the beach restrooms.

J. Mulvey suggested as part of the agreement, to include anything not specifically stated under the jurisdiction of the Selectmen to put under the Harbormaster authority.

C. Perry **moved** and **seconded** by D. Crane to support the intent of T. Mullen letter of March 7, 2010 in regards to the Bourne Community Boating Program. **Vote 4-0-1** with abstention from P. Bushueff.

Restore Herring Runs

P. Bushueff to discuss with Brendan Mullarney, then come before the Committee prior to Annual Town Meeting re: stimulus program for the Town to restore Herring Runs.

Transit Moorings

There is movement of the Selectmen to generate revenue by adding transit moorings behind Bassett's Island and at Mashnee Dyke. TA Guerino looking for the SHC input for early May.

Forward list of questions R. Libin for discussion at next meeting (pros and cons).

Next meeting

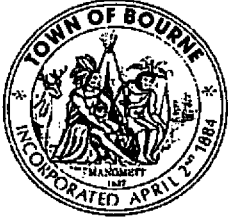
April 22, 2010 – TBD

Adjournment

D. Wiggin **moved** and **seconded** by C. Perry to adjourn. Meeting adjourned at 9:00 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

Agenda

Shore & Harbor Committee

MEETING NOTICE

**Thursday, April 22, 2010 at 7:00 pm at the Bourne Town Hall
Lower Conference Room**

1. Review the minutes of March 18, 2010
2. Public comments, non-agenda items
3. Discussion on Selectman's inquiry into feasibility of the Town owned and operated Mooring fields off Bassetts Island and in Phinneys Harbors'
4. Cohasset Narrows & Hens Cove dredging updates
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

2010 APR 12 AM 10 57
TOWN CLERK'S OFFICE

**Shore & Harbor Committee's Minutes
April 22, 2010
Bourne Town Hall
Bourne, MA 02532**

Attendance: Richard Libin, Chairman; David Wiggin, Vice Chairman; Paul Bushueff, Clerk; David Crane; Charley Miller; and Charlie Perry

Member(s) excused: Hunter Scott

Guests: Selectmen Ford, Mealy and Pickard, Harbormaster Tim Mullen, Jim Mulvey, and several members of the public

Members of the Press: David Fonseca, Bourne Enterprise

Meeting called to order at 7:03 pm.

Approval of minutes
Minutes tabled to next meeting.

Public comment – non agenda items
None.

Discussion on Selectmen's inquiry into feasibility of the Town owned and operated Mooring fields off Bassetts Island and in Phinneys Harbor

The proposed moorings would be designated for the overnight accommodation of transient vessels and come with a daily user fee. The moorings would be managed by Department of Natural Resources.

During the discussion, several concerns were brought forward, including but not limited to: initial investment for purchase and installation, maintenance costs, management and staffing costs vs. projected revenue, water quality, the loss of shellfishing areas due to permanently installed mooring tackle, potential for additional seasonal shellfish closures due to the installation of moorings designated for overnight occupancy, not being able to accommodate deep draft vessels at mean low water, overall loss of use of resources by the general public (town residents) for an undetermined amount of revenue, etc. There was considerable opposition and little public support for establishing a mooring field in either location.

See Chm. Libin letter of April 24, 2010 to B.O.S. (a copy of which is attached hereto).

D. Wiggin **moved** and **seconded** by C. Miller that the Shore & Harbor Committee does not support establishing a mooring field in the two proposed areas. **Unanimous vote.**

The Shore and Harbor Committee will continue to look at other options for increasing revenue and is planning a review of dockage and waterway use fees.

2010 JUL 19 AM 9 27
TOWN CLERK'S OFFICE
BOURNE, MA

Selectman Picard stated that he was the one who initiated the idea of mooring fields at Bassets Island and after listening to the Committee members and members of the public speak tonight, he concluded that it is not a good idea.

Selectman Mealy on behalf of the Board thanked all those involved in the research for discussion tonight. He would hope the SHC continues their research. The consensus of the committee is to look into any other potential areas for mooring fields.

Town Meeting Article on repair of Town Herring Runs

Federal grant or Herring runs – Article to raise funds. Grant would cover engineering and design, 75 % of construction.

P. Bushueff **moved** and **seconded** D. Wiggin that the Shore & Harbor Committee support Article 2 of the Special Town Meeting. **Unanimous vote.**

Other business

D. Wiggin suggested to continue research for other potential areas for mooring fields; revisit the moratorium.

Next meeting

May 20, 2010 – TBD

Adjournment

C. Perry **moved** and **seconded** by D. Wiggin to adjourn. Meeting adjourned at 8:25 pm. **Unanimous vote.**

Respectfully submitted - Lisa Groezinger, sec.

From: david.wiggin@verizon.net [mailto:david.wiggin@verizon.net]

> Sent: Wednesday, March 31, 2010 2:51 PM

> To: Richard Libin; David Wiggin

> Subject: Fw: moorings

>

>

>

> Rich

>

> Comments from Al Cook regarding moorings off Bassetts .

>

> David

>

> Sent from my Verizon Wireless BlackBerry

>

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> From: "Parkers Boat Yard" <pbj.alc@verizon.net>

>

> Date: Wed, 31 Mar 2010 11:29:05 -0400

>

> To: <david.wiggin@verizon.net>

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> Subject: moorings

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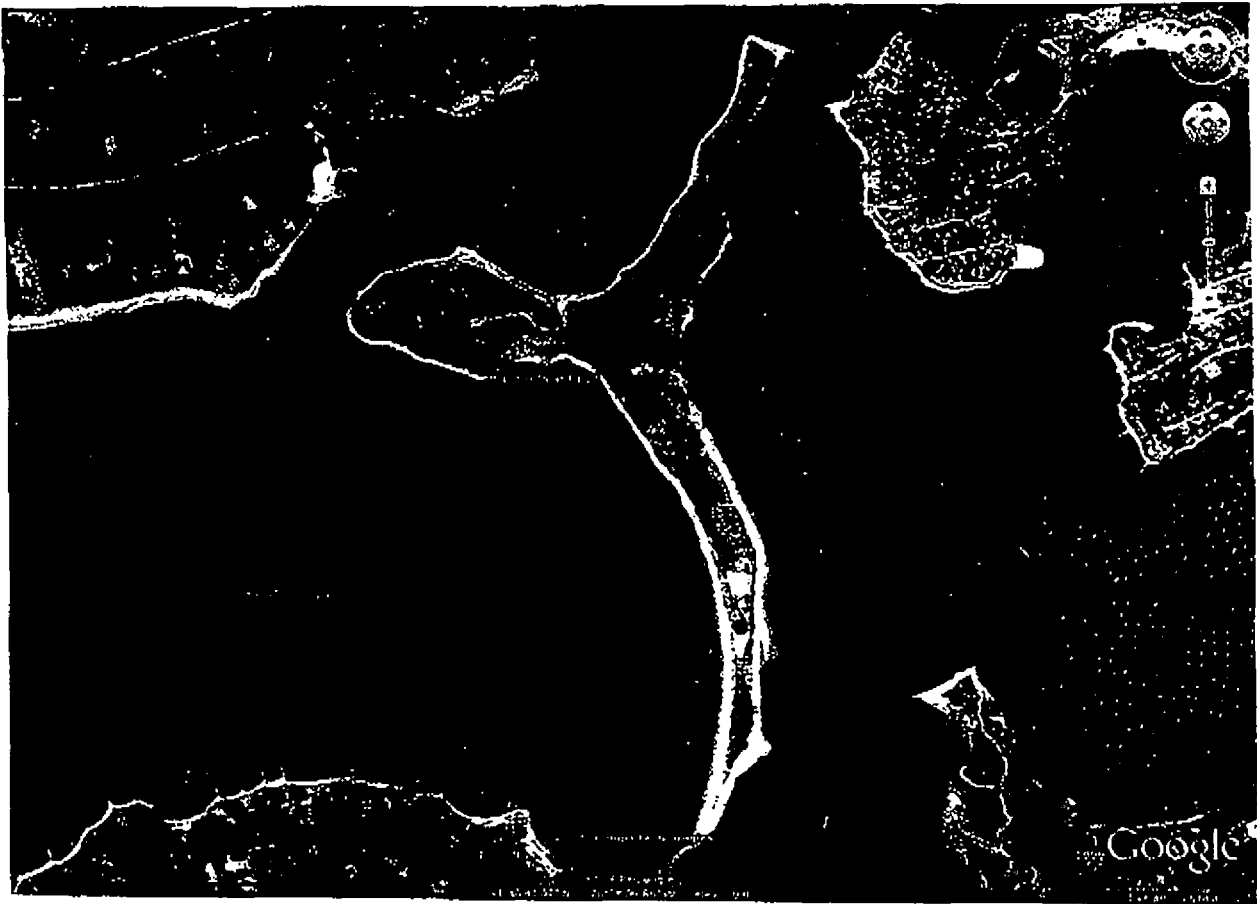
> there is no real need to raise funds for a service that most
> people won't want or use.



FROM :

FAX NO. :

Aug. 21 2010 09:04PM P7



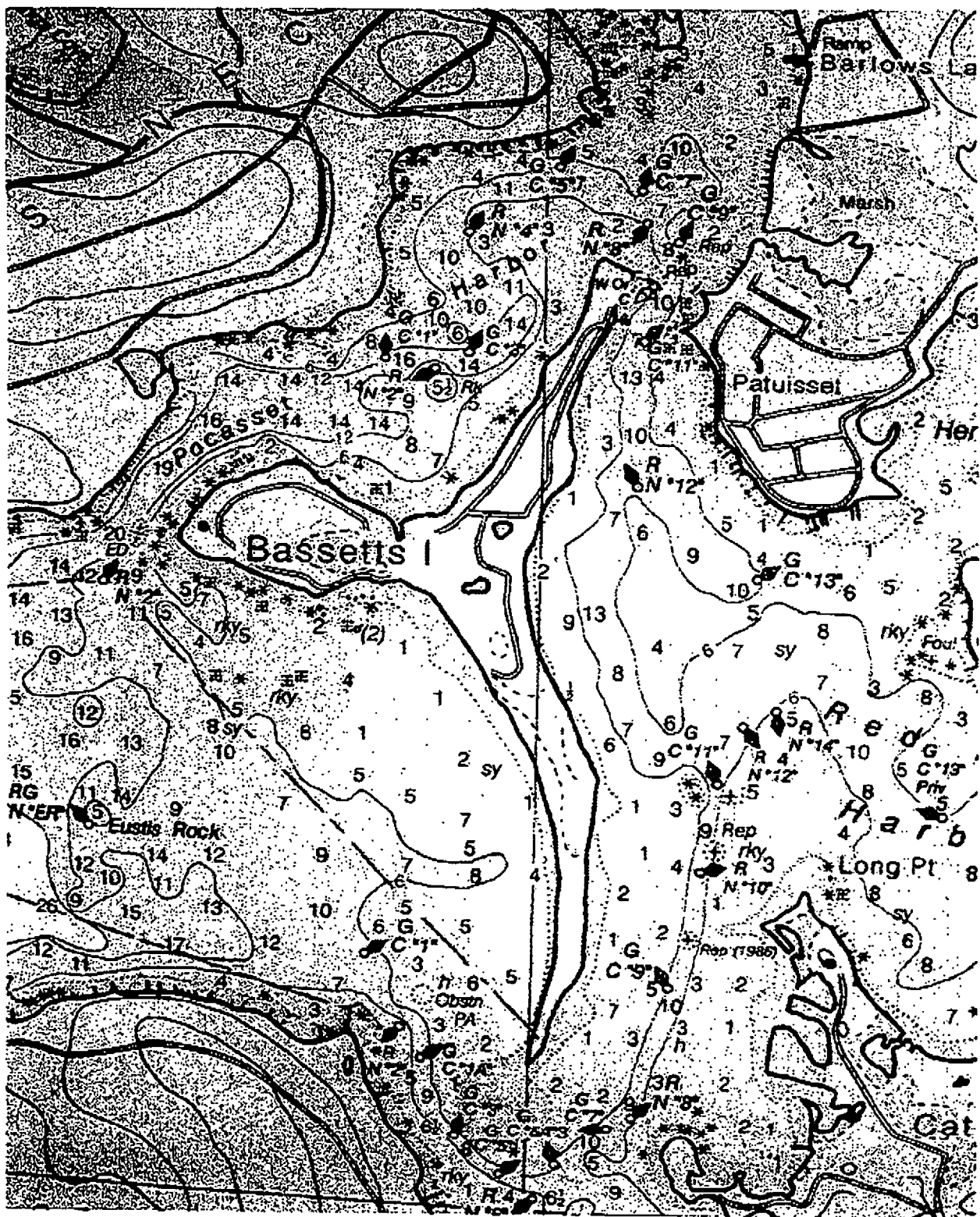
FROM :

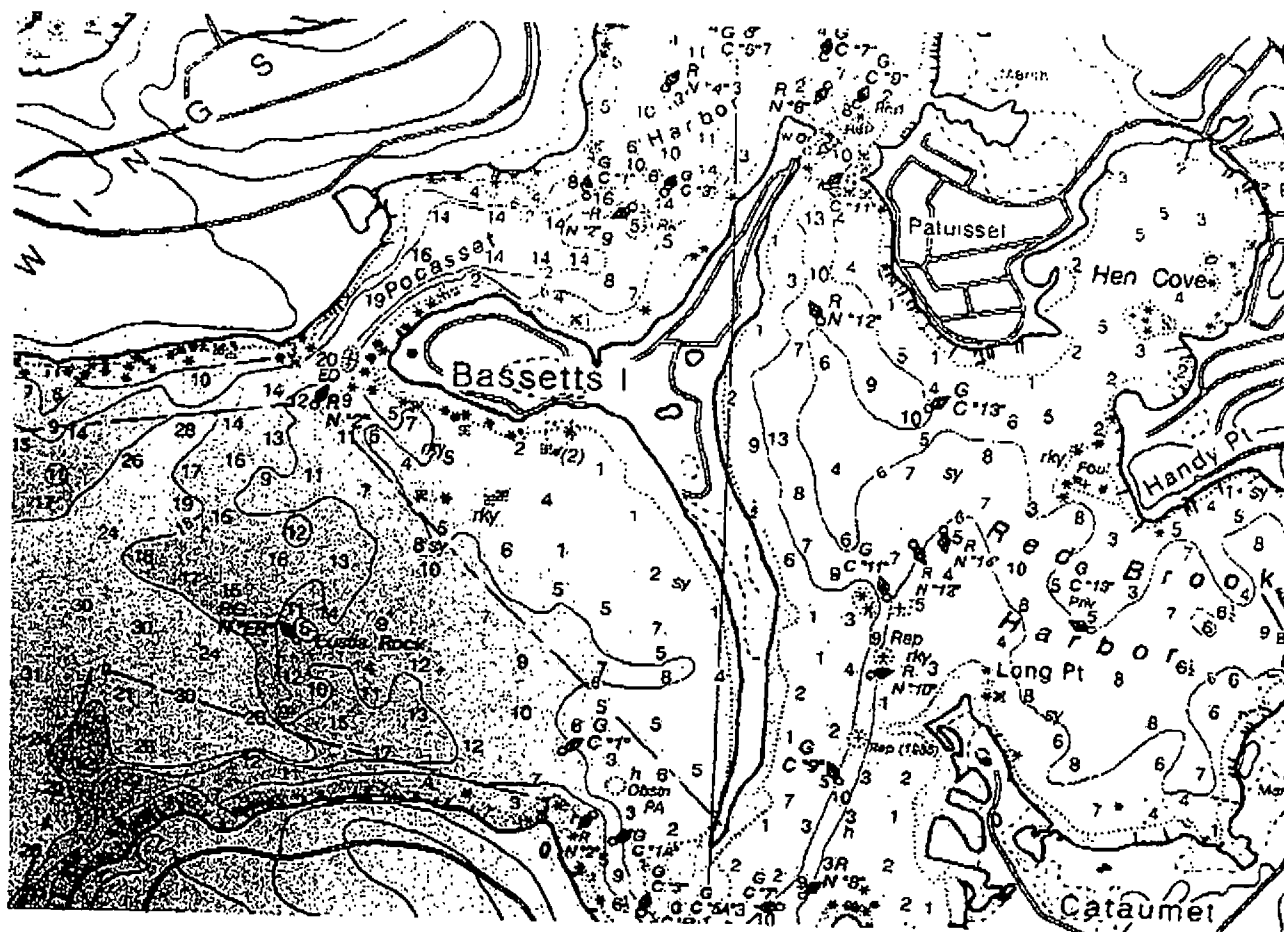
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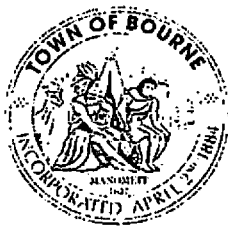
Aug. 21 2010 09:05PM P8











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

April 24, 2010

Town of Bourne Board of Selectmen
24 Perry Avenue
Buzzards Bay, MA 02558

Dear Board Members,

At your request, the Bourne Shore and Harbor Committee held a public hearing on April 22, 2010 to discuss the feasibility of the Town installing new moorings in Phinney's Harbor and in Red Brook Harbor in the area of Bassetts Island. The proposed moorings would be designated for the overnight accommodation of transient vessels and come with a daily user fee. The moorings would be managed by Department of Natural Resources. The meeting was well attended by the public, including Selectmen Ford, Mealy & Pickard.

During the discussion, several concerns were brought forward, including but not limited to; initial investment for purchase and installation, maintenance costs, management and staffing costs versus projected revenue, water quality, the loss of shellfishing areas due to permanently installed mooring tackle, potential for additional seasonal shellfish closures due to the installation of moorings designated for overnight occupancy, not being able to accommodate deep draft vessels at mean low water, overall loss of use of a resource by the general public (town residents) for an undetermined amount of revenue, etc. There was considerable opposition and little public support for establishing a mooring field in either location.

A motion was made to not support the installation of transient moorings in the two (2) proposed areas. The motion received a unanimous vote by the committee.

The Shore and Harbor Committee will continue to look at other options for increasing revenue and is planning a review of dockage and waterway use fees.

Respectfully,

Richard F. Libin
Chairman
Bourne Shore & Harbor Committee

759-7980

To: Wendy Chapman
Asst. Town Clerk

2010 AUG 26 PM 1:18
TOWN CLERK'S OFFICE
SOUTH DARTMOUTH

Fr. Lisa Groezinger

Re: SHC Minutes of 4/22/10
attachments.

Wendy,

Attached are docs to file
with SHC 4/22/10.

Total pages 13 incl. cover

8/22/10

Will mail originals.

L.G.

Shore & Harbor
Town Owned Moorings at Bassets Island

2010 AUG 26 AM 9:19

TOWN CLERK'S OFFICE

To; Members of the Shore & Harbor Committee
& All interested parties

From: Hunter Scott

While I was unable to attend the last meeting, I was made aware that a new effort to install town owned moorings at Bassets Island is again coming before the committee.

I could not be more opposed to this proposal, and will outline my reasons:

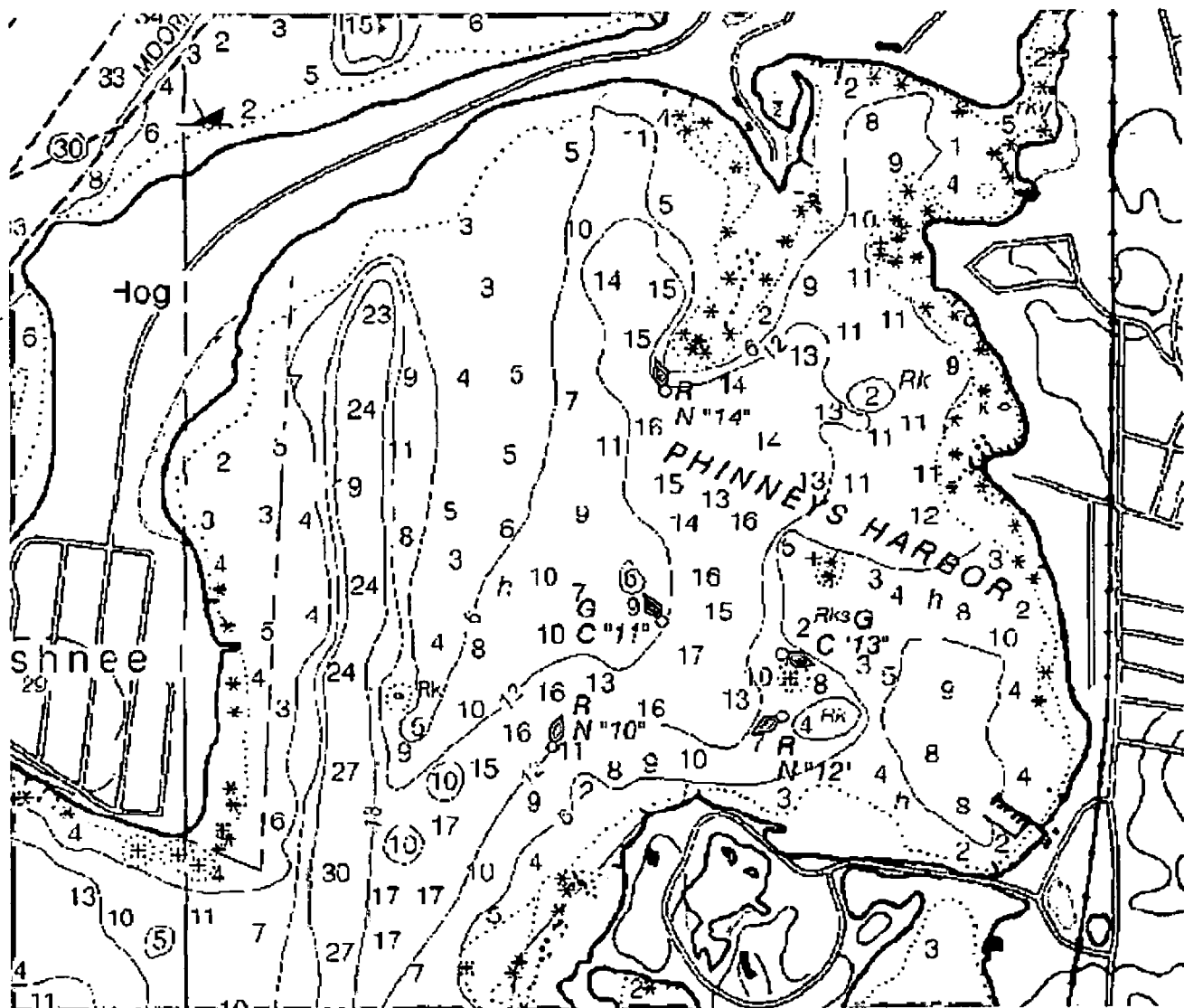
- Years ago this committee struggled with issues which were against our original commitment of not competing with local boat yards and we are doing it again. I am sure that Parkers Boat yard and Kingman Marine spend considerable funds advertising transient mooring and marine-related services. I don't feel it is in our best interests to try and impact those operations.
- With respect to the designated area given to the town, Bassets Island has been an unrestricted beach and anchorage area enjoyed by Bourne citizens and visitors alike. I visit the beach on numerous occasions and feel that most boats and beach goers are very cognizant of "carry in- carry out", and are very respectful of the shoreline, erosion concerns, and pollution issues. All of which has required very little impact, (expense) from our DNR. I feel the installation of town owned moorings will begin to breakdown the social atmosphere which has been enjoyed by so many.
- Bassets Island has been an open anchorage for any visiting yachtsman and a Harbor of Refuge for many with an approaching storm. A quick count on weekends will see that scores of our own towns people enjoy anchoring at Bassets for an afternoon or overnight stay. Couple this with an event, and countless boats will converge on Bassets for the day.

- Where are these town moorings to be placed? What part of the anchoring perimeter of Bassett is to be selected, certainly the most desirable. Where is the water of sufficient depth that would accommodate sailboats of relatively deep (5-7 feet) draft that would also be adequate when we have moon tides etc. Has anyone considered the amount of space a small mooring field requires?
- A single fixed mooring requires at least a swinging diameter of 160 feet. Multiply that by 10-15 moorings and that is a lot of space.
- How do we, with the small DNR staff we have, control the use? Countless boaters will pick up a mooring for lunch, a swim, a nap, or dinner and leave within a few hours. Is a DNR staff member to go along side and question the owner or request payment for the mooring on these occasions, or in other words how is the rent collected? We barely have enough staff to perform pumpouts.

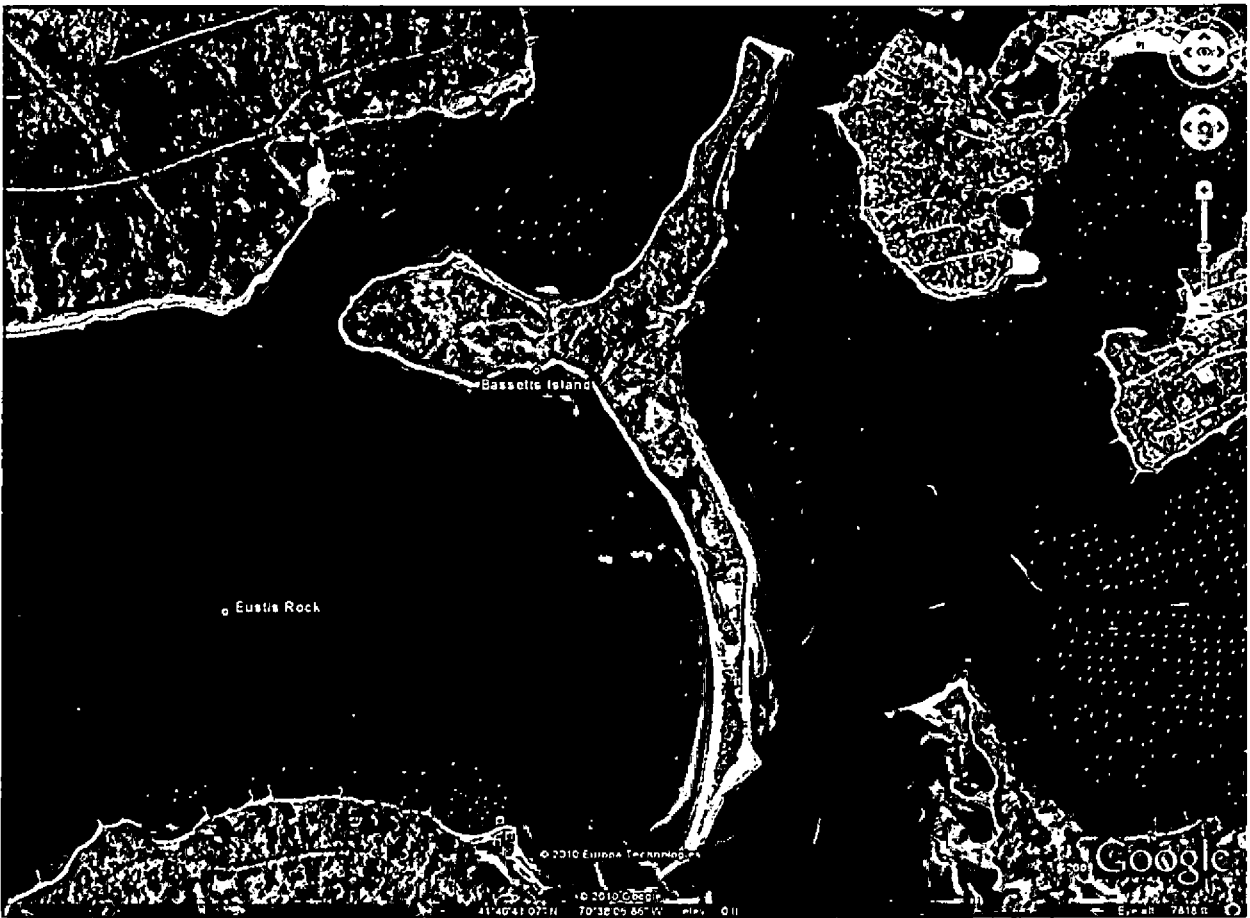
I feel the expense of purchasing the moorings, installation, and by- annual servicing of the moorings, expense to collect fees, disregard for the two marina operations currently seeking transient business, and the liability the town would assume, does not justify going forward with this proposal

Respectfully submitted,

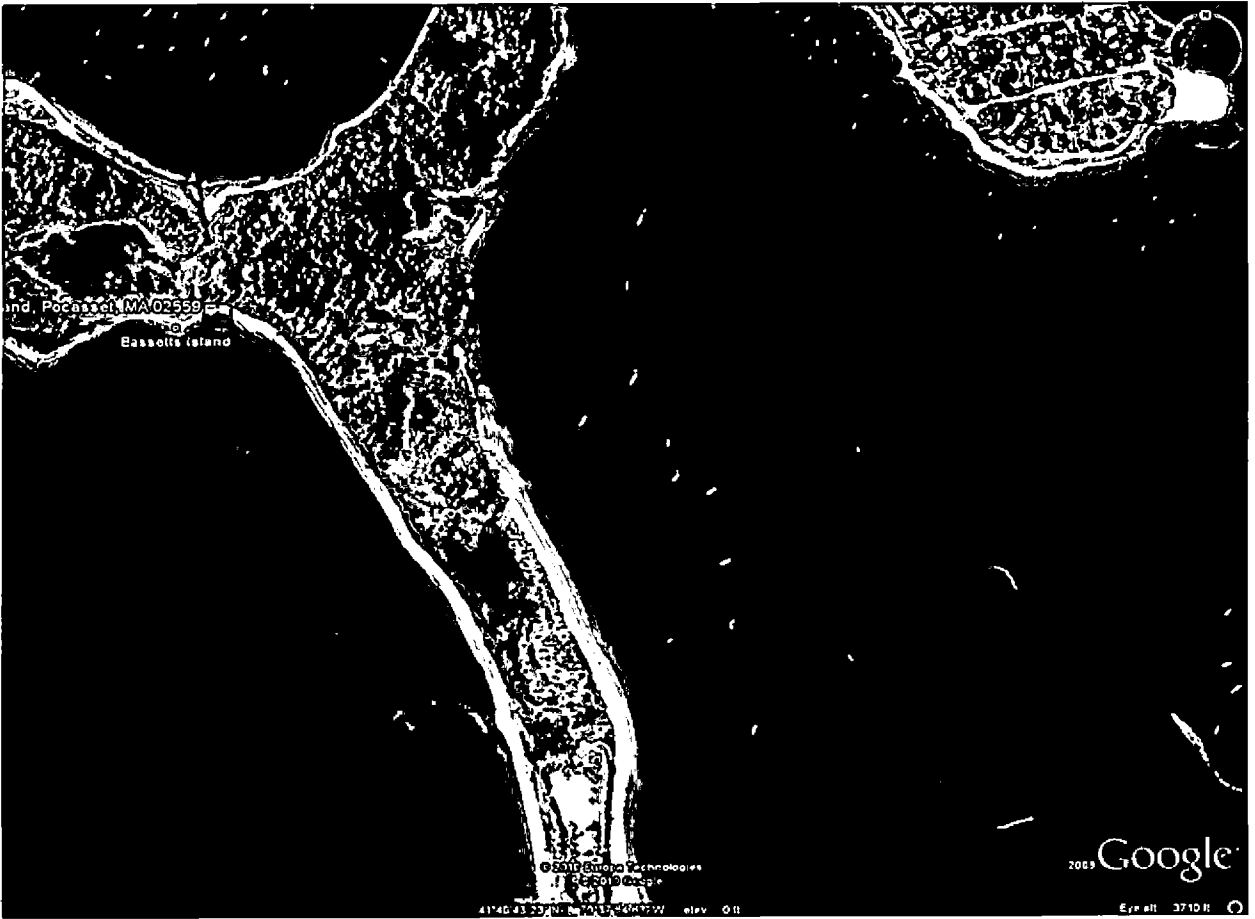
Hunter Scott



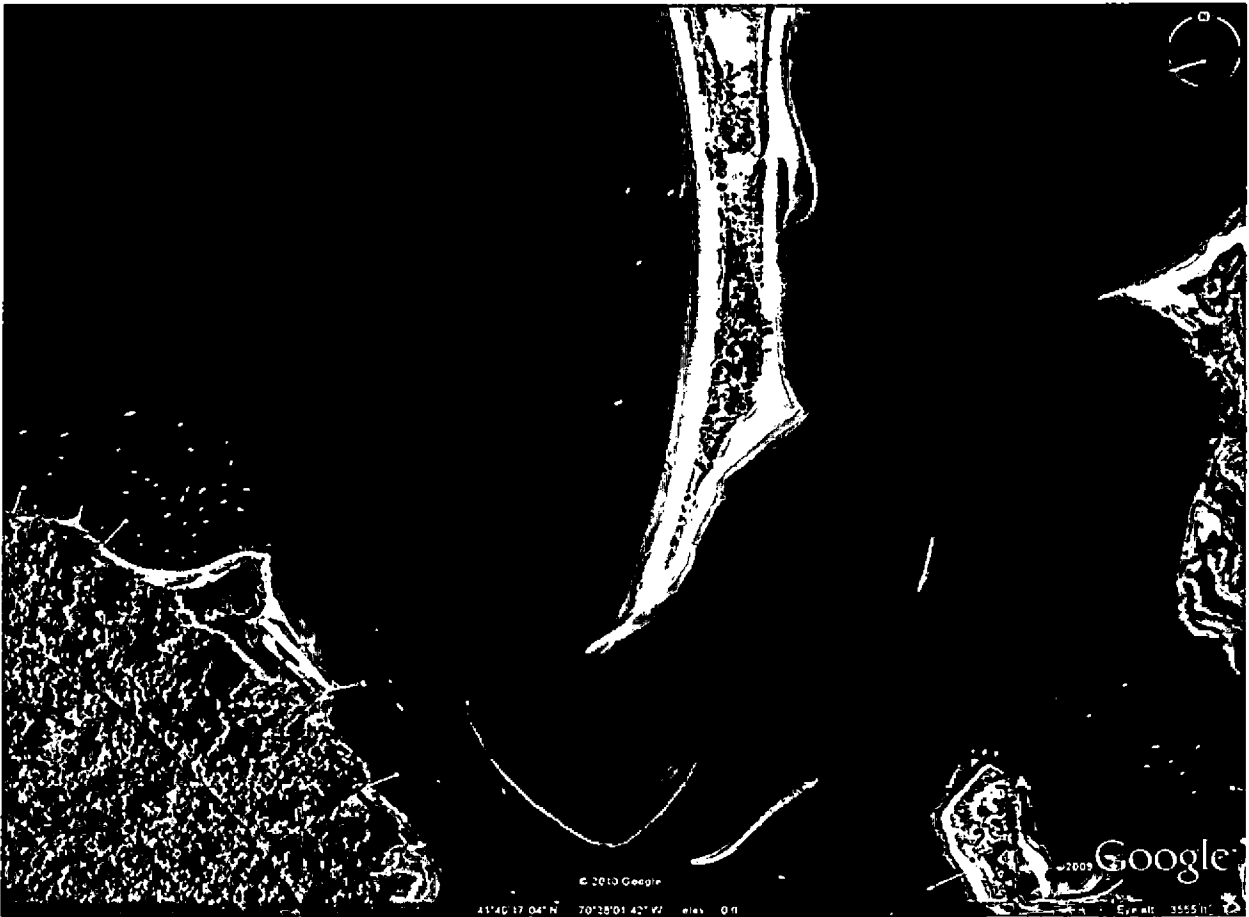
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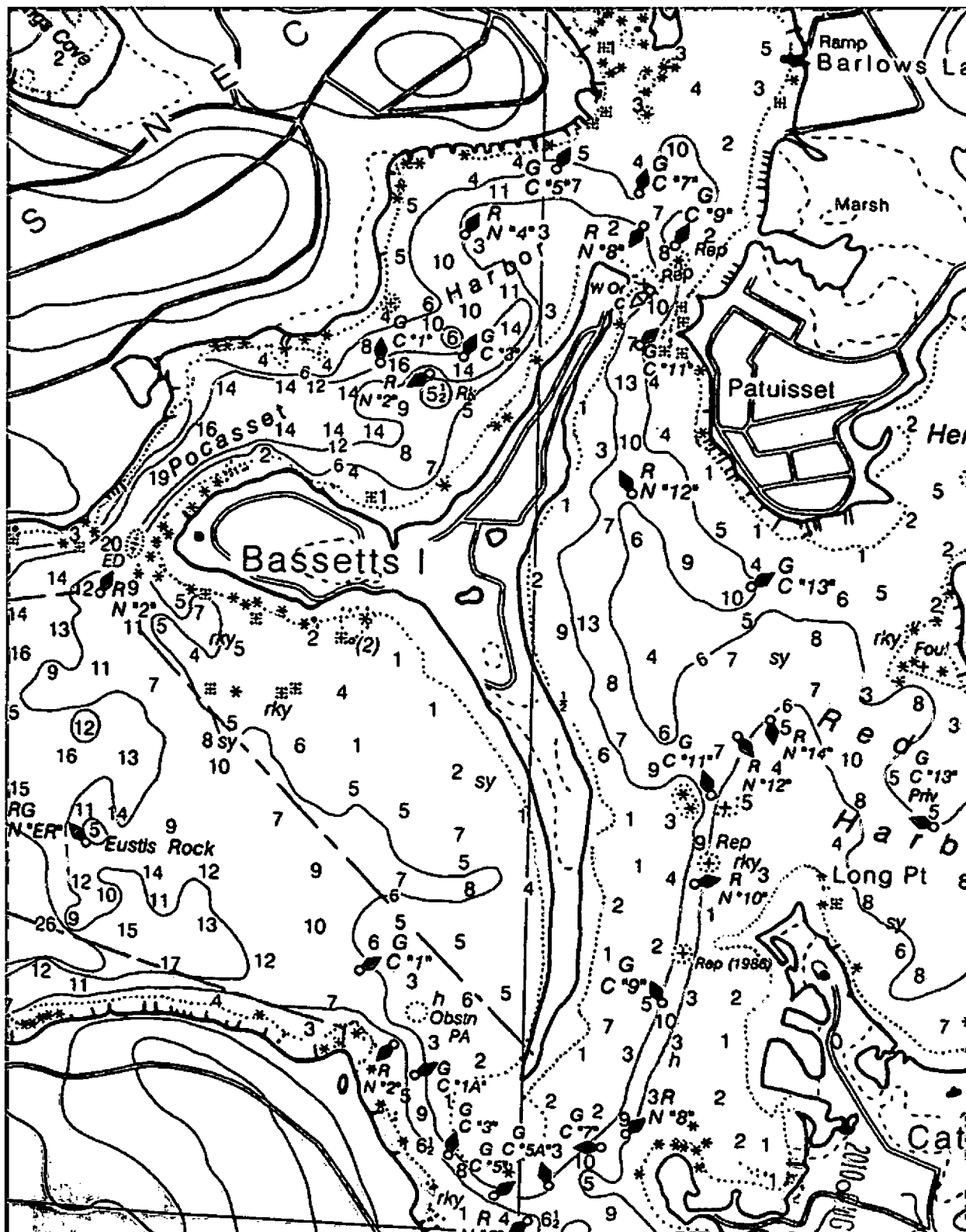
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TOWN OF ...

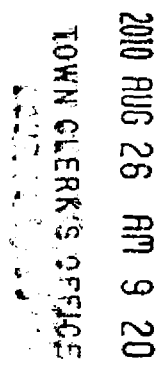


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100



2010 AUG 26 AM 9 20
TOWN CLERK'S OFFICE
1010





2010 AUG 26 AM 9 20

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2010 AUG 26 AM 9 19

TOWN CLERK'S OFFICE

>
> 7 Competition with private marine operations will not benefit
> the town or the business owner. At present the availability of
>
> rental moorings in outstripping demand.
>
>
>
> I remember hearing about the Basset Island mooring idea a few years ago.
> I didn't like it then and today it makes even less sense.
>
> Better for the town to keep their payroll, equipment, and materials
> cost (all of which will have to be increased to undertake this) low
> and keep in mind a penny saved is a penny earned.
>
>
>
> Al Cook
>
> Service Manager
>
> Parker's Boat Yard
>

Richard Libin

From: David R. Wiggin [david.wiggin@verizon.net]
Sent: Thursday, April 22, 2010 12:23 PM
To: Richard Libin
Subject: FW: Bourne Shore and Harbor - Moorings at Bassets Island

2010 AUG 26 AM 9 19

TOWN OF BOURNE'S OFFICE

FYI.

David

From: Peter J. Cura [mailto:peter@pjcura.com]
Sent: Thursday, April 22, 2010 12:17 PM
To: David R. Wiggin
Cc: pjcamc@comcast.net
Subject: Bourne Shore and Harbor - Moorings at Bassets Island

Dear David:

I am writing the following comments because I understand that there is a proposal before the Town to install Town owned moorings off of Bassets Island. I may not be able to attend tonight's meeting regarding this issue. Please enter this email into the public record on my behalf.

As you know, I have been a part time resident of Bourne since 1964 and have used the island recreationally for all that time.

Please inform the Shore and Harbor Committee and the Board of Selectmen that, at this time, I am unconditionally opposed to this proposal. At a minimum, the Town should address the following issues and any other issues which may arise should this proposal proceed further through due diligence and permitting:

1. Effective Private and Exclusive Use of a Public Resource. Basset's Island is an extremely valuable and well used public resource for the residents of Bourne. The public portions of the island are within easy reach of the mainland, provide a beautiful beach and setting to enjoy, swim, picnic and clam with your family, and offer a getaway that although close to shore seems far away and somewhat hard to explain. If the Town installs what amounts to a private mooring area, I am seriously concerned that it will be co-opting and privatizing a valuable public resource. A private mooring field will discourage or make it impossible for the public to use an otherwise readily available public resource at a minimum as follows:
 - a. The navigable waters around the island will be reduced by the size of the mooring field. Boaters will not be able to navigate areas where the boats are moored and will likely not navigate into the areas which contain moorings even if there are no boats in them. These moorings will take up more available water than is currently used by people anchoring temporarily because they will have to be located far enough off the island to allow for the tides all the time.
 - b. Folks will be less inclined to use the beach areas immediately adjacent to the mooring field.
 - c. The clam and quahog areas of the island may be adversely affected by a permanent mooring field by reducing the available actual places to clam or by disturbing or ruining the beds.
2. Cost Exposures to the Town. I am also very concerned with the potential costs to the Town. We have seen our mooring rates rise in the past few years fairly dramatically. I understand the need for this and am willing to pay for a great public resource such as the waters around Bourne. However, I am greatly concerned with any proposal which will surely generate new financial burdens for the Town without a full and complete understanding of those burdens. At a minimum, I see the following costs arising from any such proposal:
 - a. Purchase of the moorings and related hardware.
 - b. Cost to install them.
 - c. Cost to maintain the mooring and hardware.

- d. Operational costs of which I see at least the following:
- i. Cost of someone to make the reservations for a mooring.
 - ii. Cost of collecting any mooring fees.
 - iii. Cost of policing the use to be sure the right people are on the right moorings and they are using them in accordance with any Town rules.
 - iv. Costs of insurance and general liability including at least the following:
 - 1. actual cost of insurance.
 - 2. defending/paying claims by people hurt or otherwise damaged while on a mooring.
 - 3. defending/paying claims by people hurt or otherwise damaged by a mooring or by boats/people on a mooring.
3. Legality. I am concerned as well with the following legal issues:
- a. Determination of whether the Town has the legal authority to install the moorings. Even if they do, there may be costs in paying for a legal opinion regarding the Town authority or paying to defend a legal challenge to the moorings (whether it has merit or not).
 - b. Costs to develop either (1) operating rules for the mooring field or (2) even more expensive, costs to take an amendment to the Town By Laws to Town Meeting to authorize such a venture (and possible costs to defend a legal challenge to it).

If further issues occur to me, I shall forward them to you. If you or the Committee or anyone at the Town wish to discuss this further with me, I am available to you.

Thank you for your time and consideration regarding this issue.

Respectfully submitted,

Peter

Peter J. Cura
Peter J. Cura, P.C.
31 5 TH Street
Charlestown, MA 02129

Phone: 617-241-0809
Fax: 781-723-0412

This electronic message contains information from the law firm of Peter J. Cura, P.C. which may be privileged. The information is intended to be for the use of the addressee only. If you are not the addressee, note that any disclosure, copy, distribution or use of the contents of this message is prohibited.

759-7980

To: Wendy Chapman
Asst. Town clerk

Fr. Lisa Groezinger

Re: SHC Minutes of 7/22/10
attachments.

2010 AUG 23 AM 9 20
TOWN CLERK'S OFFICE
LISA GROEZINGER

Wendy,

Attached are docs to file
with SHC 4/22/10.

Total pages 13 incl. cover

8/22/10

will mail originals.

L.G.

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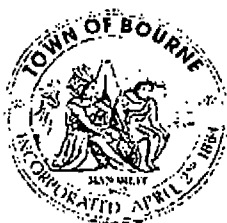
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Stk - meeting of 4/22/10

Sign In sheet

Name	Village/Address
WIK McLANE	CATAUMET, MA
DON McPHER	POCASSET
STANLEY MEAD	SEABOARD BEACH
Stanley Andrews	BUZZ. Bay
JOHN YORK	CATAUMET
Frank Green	POCASSET
Sean T. Conlon	Cataumet
Elizabeth A. Reddy	Pocasset
Daniel Briggs	Pocasset.
JOHN FORD	B.D
DON PICKARD	Barnum
Dan Day	Pocasset
BOB DWYER	POCASSET
WAYNE SIMPSON	- Pocasset -
Martha Haefler	Pocasset



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

April 24, 2010

Town of Bourne Board of Selectmen
24 Perry Avenue
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Dear Board Members,

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During the discussion, several concerns were brought forward, including but not limited to; initial investment for purchase and installation, maintenance costs, management and staffing costs versus projected revenue, water quality, the loss of shellfishing areas due to permanently installed mooring tackle, potential for additional seasonal shellfish closures due to the installation of moorings designated for overnight occupancy, not being able to accommodate deep draft vessels at mean low water, overall loss of use of a resource by the general public (town residents) for an undetermined amount of revenue, etc. There was considerable opposition and little public support for establishing a mooring field in either location.

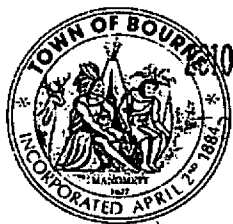
A motion was made to not support the installation of transient moorings in the two (2) proposed areas. The motion received a unanimous vote by the committee.

The Shore and Harbor Committee will continue to look at other options for increasing revenue and is planning a review of dockage and waterway use fees.

Respectfully,

Richard F. Libin
Chairman
Bourne Shore & Harbor Committee

2010 AUG 23 AM 9 20
TOWN CLERK'S OFFICE



TOWN OF BOURNE
Shore & Harbor Committee
24 Perry Avenue
Bourne, MA 02532
Bourne, 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, May 20, 2010 at 7:00 pm at the Bourne Middle School, Room 100

1. Review the minutes of April 22, 2010
2. Public comments, non-agenda items
3. Public comments, non-agenda items
4. 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's Minutes
May 20, 2010
Bourne Town Hall
Bourne, MA 02532

Attendance: Richard Libin, Chairman; David Wiggin, Vice Chairman; Paul Bushueff, Clerk; David Crane; Charley Miller; and Hunter Scott

Member(s) excused: Charlie Perry

Meeting called to order
7:07 pm

Approval of minutes

C. Miller **moved** and **seconded** by D. Wiggin to approve minutes of March 18, 2010 as amended. **Vote 5-0-1** with abstention from H. Scott.

D. Wiggin **moved** and **seconded** by C. Perry to approve minutes of April 22, 2010 as amended. **Vote 5-0-1** with abstention from H. Scott.

Public comments, non-agenda items

None.

Cohasset Narrows and Hens Cove dredging update – T. Mullen

Hens Cove - waiting on the Corps of Engineers.

Cohasset Narrows - Eelgrass found; Corps taking sand out.

Barlow's Landing dingy dock relocation

The consensus of the committee is to have Paul Bushueff touch base with Brendan Mullaney. SHC site meeting on Thursday June 10, 2010 at 4:00 pm at Barlow's Landing.

Next meeting

Based on site meeting of June 10, 2010 findings.

Adjournment

D. Wiggin **moved** and **seconded** by P. Busheuff to adjourn. Meeting adjourned at 8:05 pm.
Unanimous vote.

Respectfully submitted - Lisa Groezinger, sec.

2010 JUN 19 AM 9 27
TOWN CLERK'S OFFICE

**Shore & Harbor Committee's Minutes
May 20, 2010
Bourne Town Hall
Bourne, MA 02532**

Attendance: Richard Libin, Chairman; David Wiggin, Vice Chairman; Paul Bushueff, Clerk; David Crane; Charley Miller; and Hunter Scott

Absent: Charlie Perry

Meeting called to order:
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TOWN CLERK'S OFFICE
2010 AUG 24 PM 10 11



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

SITE MEETING NOTICE

Thursday, June 10, 2010 at 4:00 pm – at Barlow's Landing

Shore & Harbor Committee site visit – dingy dock relocation.

Richard Libin
Chairman

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

2010 JUN 2 PM 11 25
TOWN CLERK'S OFFICE
BZZRDS BAY

Shore & Harbor Committee's Minutes

June 10, 2010

Bourne Town Hall

Bourne, MA 02532

Committee Members in Attendance: Richard Libin, Chairman; David Wiggin, Vice Chairman; Paul Bushueff, Clerk; David Crane; Charley Miller; and Hunter Scott

Committee Members Member Absent: Charlie Perry

Non Committee Member in Attendance: Brendan Mullaney Conservation Agent Town of Bourne, Paul Gately

Meeting called to order: 4:00 P.M.

Meeting Location: Barlows Landing, Pocasset

Approval of minutes: Minutes of May 20, 2010 waved till July 22, 2010 Meeting

Public comments, non-agenda items: None.

Barlow's Landing dingy dock re-configuration: The committee along with Brendan Mullaney Conservation Agent met at Barlows Landing to review some ideas to re-configuration and relocate of the dock off the jetty alongside the south side of the boat ramp. Brendan Mullaney was going to look into what excising permits were still outstanding for Barlows Landing. He recommended that the committee draw a plan and he could schedule for an upcoming Conservation meeting/review and approval.

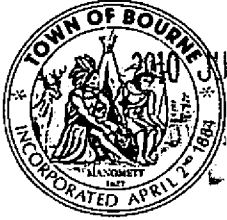
The consensus of the committee is to draw the re-configuration of the dock. Paul Bushueff would take on the task and have it for the next meeting

Next meeting: July 22, 2010

Adjournment: D. Wiggin moved and seconded by H Scott to adjourn. Meeting adjourned at 4:50 pm. Unanimous vote.

Respectfully submitted,
Richard Libin- Chairman

2010 JUN 24 PM 10 11
TOWN CLERK'S OFFICE



TOWN OF BOURNE
Shore & Harbor Committee

CLERK'S OFFICE 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

Agenda

MEETING NOTICE

Thursday, July 22, 2010 at 7:00 pm at the Bourne Town Hall, Lower Conference Room

1. Public comments, non-agenda items
2. Review minutes of May 20, 2010 and June 10, 2010
3. Cohasset Narrows dredging update
4. Hens Cove dredging update
5. Barlow's Landing Dingy Dock Re- Location
6. Committee Reorganization
7. Public comments, non-agenda items
8. 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

2010 AUG 24 PM 10 11

Richard Libin

From: Mullen, Timothy [TMullen@townofbourne.com]
Sent: Wednesday, July 21, 2010 4:56 PM
To: Richard Libin
Subject: FW: Cohasset Narrows - Eelgrass
Attachments: Private Beach.jpg

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

From: Montoya, Duban NAE [mailto:Duban.Montoya@usace.army.mil]
Sent: Tuesday, July 20, 2010 9:58 AM
To: Mullen, Timothy
Cc: Montoya, Duban NAE
Subject: RE: Cohasset Narrows - Eelgrass

Hey Tim,

I saw you briefly and from a distance last Tue (13 Jul)... Sorry I didn't make it more of a point to touch base. You looked busy anyway... :) - We were out in the harbor collecting eelgrass samples for the eelgrass mapping study we're doing. The study is being done at this harbor and at Plymouth Harbor, MA.

I had not mentioned this to you before, but some time ago I received a call from a local home-owner's association offering their private beach as a potential place for us to put the sand on. See attached aerial showing the location, in Buttermilk Bay. On Tuesday we went to look at this site. Unfortunately, the site is flanked by salt-marshes on both sides... so again, we'd be doing more harm than good if we tried to put the sand there. This site is no longer a candidate, but we'll discuss it in the EA.

We also visited the south side of the Mashnee Dike. This site looks more promising (although getting near the narrowest spot was difficult at low tide.... We may still be able to use this site though. We will look further into it & will have to see what the CCC guys think of it...

Dubán Montoya
Navigation Project Manager
US Army Corps of Engineers
New England District
696 Virginia Rd.
Concord, MA 01742-2751
(978) 318-8086

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

From: Mullen, Timothy [mailto:TMullen@townofbourne.com]
Sent: Tuesday, July 20, 2010 9:28 AM
To: Montoya, Duban NAE
Subject: RE: Cohasset Narrows - Eelgrass

Hi Duban,

I have a Shore and Harbor Meeting on Thursday and need to update them on the Narrows project. Any info you have will be appreciated. Thanks Duban.

Richard Libin

From: Mullen, Timothy [TMullen@townofbourne.com]
Sent: Wednesday, July 21, 2010 4:55 PM
To: Richard Libin
Subject: FW: Upcoming Meeting

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

From: Norman Hayes [mailto:NHayes@BSCGroup.com]
Sent: Wednesday, July 21, 2010 11:58 AM
To: Mullen, Timothy
Subject: Re: Upcoming Meeting

Good morning Tim, Testing as requested By DEP-Division of water Quality Certification has been completed with the results forwarded. We are awaiting Department of Commerce-NOAA-National Marine Fisheries comments on Essential Fish Assessment Reports submitted for Hen Cove@ Phinneys Harbor. To date neither Crystal Gardner (Phinneys) nor David Keddell Hens) have received negative comments on these submittals. Once Dep (Ken Chin issues the Water Quality Certification), both USACE and Chapter 91 Permits will issue. I suspect these permits by September. Norm >>> "Mullen, Timothy" <TMullen@townofbourne.com> 7/20/2010 9:30 AM >>>

Hi Norm,

I have a Shore and Harbor meeting on Thursday night. If you could send me a few lines on Hen Cove and Mo Beach I would appreciate it. Thanks Norm

Tim Mullen
Bourne Director of Natural Resources
24 Perry Ave. Room 102
Buzzards, Bay MA 02532
Office: 508-759-0621#312
Fax: 508-759-8026

This email has been scanned by the MessageLabs Email Security System.
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Richard Libin

From: Mullaney, Brendan [BMullaney@townofbourne.com]
Sent: Wednesday, July 21, 2010 3:00 PM
To: Paul Bushueff; Charles Perry; David Crane; David Wiggin; Charles Miller; Hunter Scott; Richard Libin; Lisa A. Groezinger
Subject: RE: Barlows Landing dingy dock replacement

Paul:

The new configuration looks fine from a permitting standpoint. There is a current valid Order of Conditions for the maintenance of existing municipally owned facilities at this location - I can amend this permit for the new project. It will have to go before the Conservation Commission for a Public Hearing.

The only other information I will need is the location of the pilings and a brief description of how the structure will be attached to the groin.

Also, my understanding is that there was a desire to construct some sort of walkway on top of the groin - if this is the case that will need to be shown on the plan.

Feel free to contact me with any questions.

Brendan

Brendan Mullaney
Conservation Agent, Town of Bourne
24 Perry Avenue
Buzzards Bay, MA 02532
Phone: 508.759.0615 x6
Fax: 508.759.8026 Attn: Conservation
E-Mail: bmullaney@townofbourne.com
<http://www.townofbourne.com>

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

From: Paul Bushueff [mailto:merwind-pb@comcast.net]
Sent: Wednesday, July 21, 2010 9:54 AM
To: Mullaney, Brendan; Charles Perry; David Crane; David Wiggin; Charles Miller; Hunter Scott; Rich Libin; Lisa A. Groezinger
Subject: Barlows Landing dingy dock replacement

Brendan,

Attached is a preliminary drawing of the proposed dingy dock replacement

for Barlows Landing that was discussed and sketched at the last field site visit of the S&H Committee..

Note that the floats would extend outward from the southern groin and then angle out to the south west (the prevailing summer winds).

Pilings will be required but have yet to be located.

Additional dingy floats (possibly 4x??) might extend inward.

This is only preliminary and will be discussed at the next S&H mtg on Thursday evening, July 22.

Please provide any comments that we should consider in planning this project.

Richard Libin

From: Paul Bushueff [merwind-pb@comcast.net]
Sent: Wednesday, July 21, 2010 9:54 AM
To: Mullaney, Brendan; Charles Perry; David Crane; David Wiggin; Charles Miller; Hunter Scott; Richard Libin; Lisa A. Groezinger
Subject: - Barlows Landing dingy dock replacement
Attachments: barlows.pdf

Brendan,

Attached is a preliminary drawing of the proposed dingy dock replacement for Barlows Landing that was discussed and sketched at the last field site visit of the S&H COmittee..

Note that the floats would extend outward from the southern groin and then angle out to the south west (the prevailing summer winds).

Pilings will be required but have yet to be located.

Additional dingy floats (possibly 4x??) might extend inward.

This is only preliminary and will be discussed at the next S&H mtg on Thursday evening, July 22.

Please provide any comments that we should consider in planning this project.

sincerely

Paul Bushueff, S&H Clerk

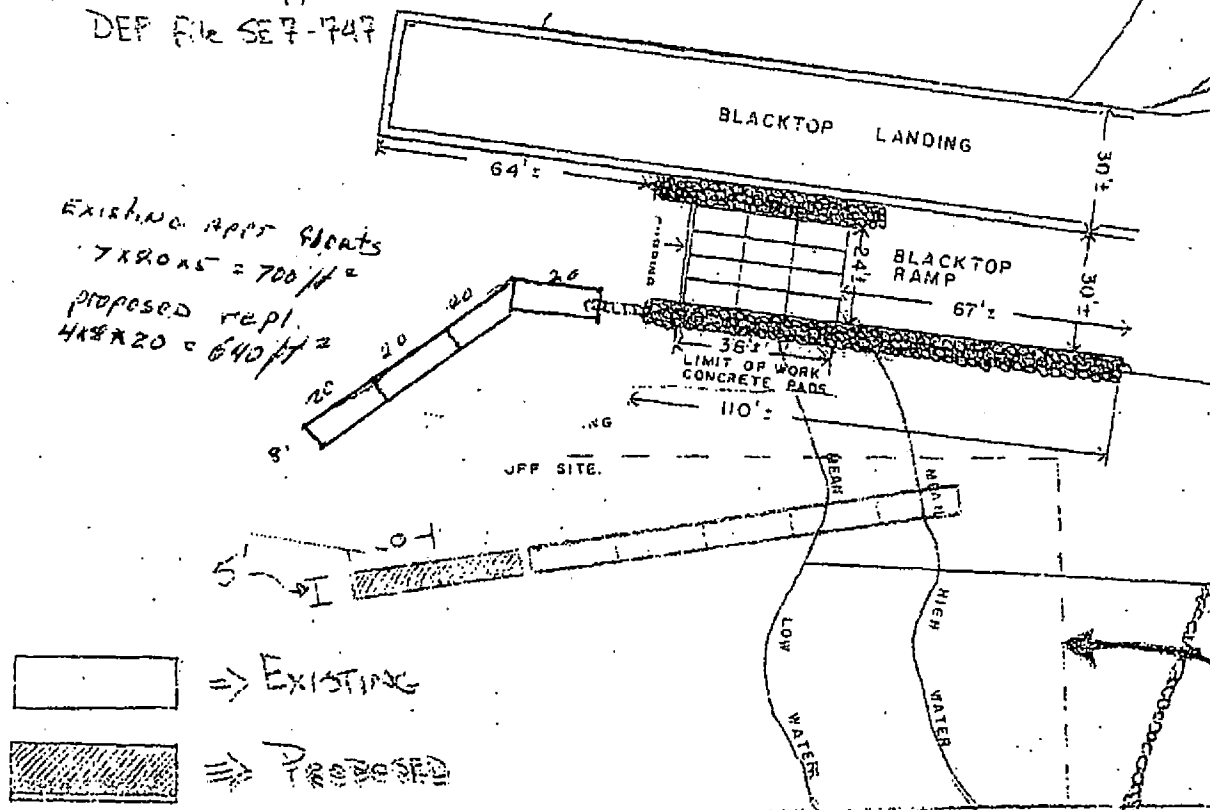
COMPOSITE PLAN OF THE BOAT RAMP AT BARLOW'S LANDING

scale: 1" = 40'

NOTE:

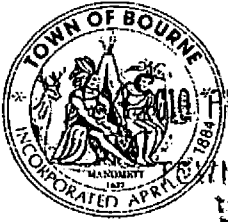
1. Plan of blacktop boat ramp taken from the following 3 Plans:
 - a. "Plan of Land at Barlow's Landing, Bourne, Mass.," Conveyed by Morris Gray to the Town of Bourne April 1905 by Frederic O. Smith Plan Bk. 23 Pg. 69
 - b. "Subdivision of Land of Charles H. Sherman in Pocasset, Bourne," August 3, 1946 by Newell B. Snow Plan Bk. 75 Pg. 75
 - c. Sketch Plan "Plan of Proposed Taking for the Town of Bourne Adjacent to the Barlow's Landing Beach" November 1, 1955

2. Plan was approved 3/90,
DEF file SET-747





Imagery Date: Jul 29, 2007
41° 44.957' N 70° 37.706' W elev 111m
© 2010 Google
© 2010 Europa Technologies
Elev 111m



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

Agenda

MEETING NOTICE

Thursday, August 19, 2010 at 7:00 pm at the Bourne Town Hall, upper conference room

1. Public comments, non-agenda items
2. Review minutes of July 22, 2010
3. Cohasset Narrows dredging update
4. Hens Cove dredging permitting update
5. Barlow's Landing Dingy Dock up date
6. Committee priorities for the upcoming year
7. Public comments, non-agenda items
8. 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's Minutes

August 19, 2010

Bourne Town Hall - Bourne, MA 02532

Attendance: Richard Libin, Chairman; David Wiggin, Vice Chairman; David Crane; Charlie Miller; Charlie Perry

Member(s) excused: Paul Bushueff, Clerk, and Hunter Scott

Guests/Public: Jean Coye and Stanley Andrews

Members of the press: Paul Gately, Bourne Courier

List of documents

- Barry Johnson packet on Open Meeting Law and Conflict of Interest Law with 8 attachments – 23 pages (double-sided)

Meeting called to order

7:11 pm

Moment of Silence for Clarence Merritt

Approval of minutes – July 22, 2010

Miller moved and seconded by Wiggin to approve minutes of July 22, 2010 as amended. Vote 5-0.

Public comment – non-agenda items

None

Cohasset Narrows dredging update – Tim Mullen

Engineers are still looking at South side of dike. Eel grass study performed and waiting results. Miller stated the SHC through Tim Mullen can contact Nature Conservancy with regard to eel grass from Cohasset Narrows and transplanting.

Miller suggested the SHC getting legislature assistance to move project faster. The consensus of the SHC is that the Federal government is responsible and is moving forward, but not moving quickly. With regard to a timeline, project is on the list and moving forward, but nothing definitive.

Hens Cove dredging permitting update – Tim Mullen

Email from T. Mullen. Dredging of Hens Cove and getting permits for marina reconfiguration are expected to be October/November of Hens Cove, including Monument Beach. Chm. Libin will contact Mr. Hayes to address committee at the next meeting.

Barlow's Landing Dingy Dock update – Rich Libin

No update at this time. Chm. Libin to ask Mr. Hayes to review plans and discuss at the next meeting.

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TOWN CLERK'S OFFICE

Project will maintain same amount of dingy space, but will increase usable dingy space. Discussion held on the addition of signage, which will better control the boats in the area. Stan discussed putting cameras to write citations. Project will possibly begin in a couple of years.

This is a project the SHC will be working on in the future.

Committee priorities for the upcoming year

Chm. Libin received letter for Town Report and requested assistance from members of the SHC. Miller will send last year's report to SHC by email.

Secretary to email SHC email addresses (Libin, Wiggin and Bushueff) to all Town Departments. Contact Mary Rebello.

Chm. Libin suggested waiting for a full SHC present to discuss priorities other than Barlows Landing and Hens Cove.

Mr. Mullen emailed concerns with regard to the party after the Bass Ackwards Race due to its increase in popularity. Although there were no real problems, he suggested a post party discussion inviting the SHC with organizers when he returns from vacation.

Discussion on including Fire details, an off-duty policeman and an Emergency Response Plan are needed. SHC will put on agenda for the next meeting and discuss with Mr. Mullen.

Open Meeting Law documents handed out to the SHC at the end of the meeting.

Next meeting

September 23, 2010 - TBD

Adjournment

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

Respectfully submitted - Lisa Groezinger, sec.

**Shore & Harbor
Town Owned Moorings at Bassets Island**

To; Members of the Shore & Harbor Committee
& All interested parties

From: Hunter Scott

2010 AUG 23 AM 9 20
TOWN CLERK'S OFFICE

While I was unable to attend the last meeting, I was made aware that a new effort to install town owned moorings at Bassets Island is again coming before the committee.

I could not be more opposed to this proposal, and will outline my reasons.

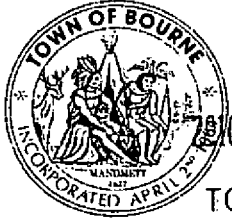
- Years ago this committee struggled with issues which were against our original commitment of not competing with local boat yards and we are doing it again. I am sure that Parkers Boat yard and Kingman Marine spend considerable funds advertising transient mooring and marine related services. I don't feel it is in our best interests to try and impact those operations.
- With respect to the designated area given to the town, Bassets Island has been an unrestricted beach and anchorage area enjoyed by Bourne citizens and visitors alike. I visit the beach on numerous occasions and feel that most boats and beach goers are very cognizant of "carry in- carry out", and are very respectful of the shoreline, erosion concerns, and pollution issues. All of which has required very little impact, (expense) from our DNR. I feel the installation of town owned moorings will begin to breakdown the social atmosphere which has been enjoyed by so many.
- Bassets Island has been an open anchorage for any visiting yachtsman and a Harbor of Refuge for many with an approaching storm. A quick count on weekends will see that scores of our own towns people enjoy anchoring at Bassets for an afternoon or overnight stay. Couple this with an event, and countless boats will converge on Bassets for the day.

- Where are these town moorings to be placed? What part of the anchoring perimeter of Bassett is to be selected, certainly the most desirable. Where is the water of sufficient depth that would accommodate sailboats of relatively deep (5-7 feet) draft that would also be adequate when we have moon tides etc. Has anyone considered the amount of space a small mooring field requires? A single fixed mooring requires at least a swinging diameter of 160 feet. Multiply that by 10-15 moorings and that is a lot of space.
- How do we, with the small DNR staff we have, control the use? Countless boaters will pick up a mooring for lunch, a swim, a nap, or dinner and leave within a few hours. Is a DNR staff member to go along side and question the owner or request payment for the mooring on these occasions, or in other words how is the rent collected? We barely have enough staff to perform pumpouts.

I feel the expense of purchasing the moorings, installation, and by- annual servicing of the moorings, expense to collect fees, disregard for the two marina operations currently seeking transient business, and the liability the town would assume, does not justify going forward with this proposal

Respectfully submitted,

Hunter Scott



TOWN OF BOURNE

Shore & Harbor Committee

7:10 SEP 20 PM 4:24 Perry Avenue
Buzzards Bay, MA 02532
TOWN CLERK'S OFFICE
PHONE 366-1233



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

Shore & Harbor Committee

Agenda

MEETING NOTICE

Thursday, September 23, 2010 at 7:00 pm at the Bourne Middle School, Room 100

1. Barry Johnson, Town Clerk - Update committee regarding open meeting laws
2. Review minutes of August 19, 2010
3. Cohasset Narrows dredging update
4. Hens Cove dredging permitting update
5. Barlow's Landing Dingy Dock update
7. Public comments, non-agenda items
8. 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's Minutes
September 23, 2010
Bourne Middle School
Bourne, MA 02532

Attendance: Richard Libin, Chairman; David Wiggin, Vice Chairman; Paul Bushueff, Clerk; David Crane; Charley Miller and Hunter Scott.

Members excused: Charlie Perry

Guests: Barry Johnson, Town Clerk; Tim Mullen, DNR Director; Bob Schofield

Meeting called to order at 7:05 pm.

List of documents

- Top 10 changes in the new open meeting law (1 page)
- Barry Johnson email to all Town department heads dated June 29, 2010 (1 page)

Barry Johnson, Town Clerk – Update committee regarding open meeting laws
Public bodies.

All persons serving on "public bodies" to receive Atty. General's version of open meeting law; Town Clerk shall maintain written certification of receipt.

Posting - 48 hour notice.

Cannot count Saturdays, Sundays or holidays.

Notices of meeting.

Agendas must include list of topics chair reasonably anticipates will be discussed and be posted on municipal building to be visible to public at all hours.

Emails and deliberation.

Emails are included in the definition of "deliberation" which is prohibited outside of open session; distribution of agendas, scheduling information or reports to be discussed at next meeting is permitted.

Attendance.

Quorum at a location is not a "meeting" if not intended to conduct business and no deliberation occurs (conference, social event, meeting of another municipal board). Chm. Libin requested committee members to notify him if not going to be in attendance to be included as "excused".

Minutes.

Must contain more detailed information. In addition to date, place, time and matters discussed shall include summaries of matters discussed, list of documents used, all decision made/votes taken.

2010 DEC 14 AM 9 55
TOWN CLERK'S OFFICE

Documents and other exhibits.

Documents used by the body at an open or executive session shall be part of the official record of the session. This information clarified information raised about materials for subcommittees.

Executive session minutes.

Chairs required to periodically review and determine if they should be released or if purpose for executive session is still ongoing to keep minutes confidential. This does not apply to the Shore & Harbor Committee (SHC).

Interpretation and enforcement.

Atty. General will assume all interpretation and enforcement authority over open meeting law, District Atty.s no longer involved. Atty. General has broader enforcement authority.

Complaints.

Citizens making complaints of open meeting law violations must file written complaint with the governmental body first; body submits reply to complaint at Atty. General's office.

The consensus of the SHC was that it had a better knowledge of the new open meeting laws. Any further questions of the new open meeting laws can be brought to B. Johnson for clarification.

Approval of minutes

Miller MOVED and SECONDED by Crane to approve minutes of August 19, 2010 as amended. VOTE 4-0-2 (abstentions from Bushueff and Scott).

Cohasset Narrows dredging update

Project is still progressing albeit slowly. The Army Corps of Engineers recently completed a second eel grass mapping study of the area. Results will become public in a couple of months. Also, the Corps is still looking for a suitable location for dredge spoils, possibly the south side of Mashnee Dike.

Hens Cove dredging update

Expected to have all permits in place by no later than December 1, 2010.

Monument Beach reconfiguration permits should be in place by January 1, 2011.

Barlow's Landing Dingy Dock update

A drawing of the proposed changes is being reviewed by Town Engineer, Mike Leitzel.

Chm. Libin stated that after discussion with M. Leitzel, Norm Hayes would be invited back before the SHC once all permits are obtained.

Public comment – non agenda items

None at this time.

Next meeting

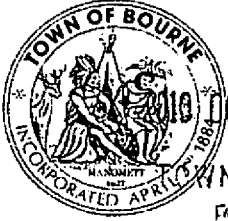
Miller requested obtaining the marina operations policy documents for Monument Beach in particular for review and discussion at the next scheduled SHC meeting. T. Mullen will give Miller said documents. Any issues raised, Miller will bring before the SHC.

October 21, 2010 – BMS

Adjournment

Crane MOVED and SECONDED by Scott 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

BOURNE, MASS



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

Shore & Harbor Committee

Agenda

MEETING NOTICE

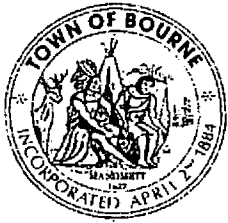
Thursday, October 21, 2010 at 7:00 pm at the Bourne Middle School, (media center)

1. Public comments, non-agenda items
2. Review minutes of September 23, 2010
3. Cohasset Narrows dredging update
4. Hens Cove dredging permitting update
5. Future dredging projects
6. Barlow's Landing Dingy Dock update
7. Public comments, non-agenda items

Citizens are welcome and encouraged to attend our meetings.

Richard F. Libin
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
Bourne, MA 02532



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

Shore & Harbor Committee

MEETING CANCELLED

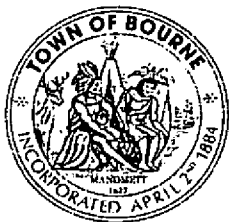
Thursday, October 21, 2010 Shore and Harbor Meeting at 7:00 pm at the Bourne Middle School, (media center) has been cancelled. The meeting has been rescheduled to November 18, 2010

Sorry for any inconvenience that this may have caused.

Richard F. Libin
Chairman

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

2010 OCT 21 AM 8 39



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

Agenda

MEETING NOTICE

Thursday, November 18, 2010 at 7:00 pm at the Bourne Middle School (media center)

1. Public comments, non-agenda items
2. Review minutes of September 23, 2010
3. Cohasset Narrows dredging update
4. Hens Cove dredging permitting update
5. Future dredging projects
6. Barlow's Landing Dingy Dock update
7. Public comments, non-agenda items

Citizens are welcome and encouraged to attend our meetings.

Richard F. Libin
Chairman

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

TOWN CLERK'S OFFICE

2010 OCT 28 AM 10 13

**Shore & Harbor Meeting Minutes 11-18-10
Bourne Middle School Media Center
Bourne MA 02532**

Attendance

Rich Libin, Chairman
David Wiggin, Vice Chairman
David Crane
Charlie Perry
Hunter Scott

Members absent: Paul Bushueff, Clerk and Charley Miller

Guests: Tim Mullen, DNR Director; Jim Mulvey, Curt Dwayne, Bob Schofield, Stanley Andrews and members of the public with moorings at Barlow's Boatyard.

Public comments, non-agenda items

Members of the public concerned with Cohasset Narrows – black muck on bottom on boats and shallow water.

Review minutes of September 23, 2010

Crane MOVED and SECONDED by Wiggin to approve minutes of September 23, 2010 as submitted. VOTE 4-0-1 (abstention from Perry).

Cohasset Narrows dredging update

No update, but Mr. Mullen is optimistic about said project.

Hens Cove dredging permitting update

Looking at December 2010 and/or January 2011 for work to begin at Hens Cove. Monument Beach permits will be in within the next month – amending license for Hens Cove. Mr. Mullen spoke with Norm Hayes and determined it is easier with regard to amending licenses to use “add a few pilings” “secure dingy pipes” wording. After talking with Conservation Agent Brendan Mullaney, the Town will still need to go through a full review of Conservation to add pilings. This is an issue with Conservation, as they are not permitting any permanent dock structures. Mr. Mullen would like to make everything more permanent for the long run. As things come up, license work so doesn't run into delays.

Future dredging projects

County Dredge – Curt Dwayne. Attended meetings with County Dredge where a gentleman from UMass Dartmouth was involved. Trying to make dredging easier, but a lot of headway is to be made. Mike Leitzel and Norm Hayes (BSG) are heavily involved.

Mr. Mullen added protecting horseshoe crabs are making the windows smaller, but will not impact such things. Mr. Mulvey said there is a need for State legislative assistance from both sides; and the Harbormaster Association needs to put pressure to move, where

TOWN CLERK'S OFFICE

DEC 1 2010

Harbormasters take the logic to the public. Mr. Mulvey suggested the SHC to speak with Mr. O'Leary, but the State and the Federal government move slowly.

Mr. Mullen to submit Capital Outlay dredging request of \$85,000 on behalf of the SHC.

Barlow's Landing dingy dock update

Mr. Dwayne suggested SHC contact Mass DEP to find out the last time Barlow's was dredged. Mr. Dwayne stated County Dredge is for maintenance only, if dredging has been done in the past.

Chm. Libin to send letter to Mr. Leitzel to begin paperwork for Barlow's. Discussion on two (2) permits at the same time. 1995 Dredging Project rated Pocasset River and Monk's Park a zero rating for priority.

Mr. Dwayne to contact Mr. Leitzel with regard to contacting Mr. Wayne Jaetdke for preliminary and post sounding surveys at no cost to the Town, for Pocasset River and Barlow's Landing.

Public comments, non-agenda items

None

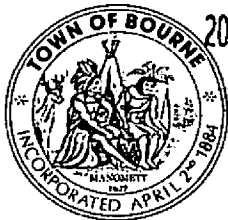
Next meeting

December 9, 2010 – TBD

Adjournment

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

Respectfully submitted,
Lisa Groezinger, sec.



2010 DEC 7

TOWN OF BOURNE

Shore & Harbor Committee

BOURNE, MA 024 Perry Avenue

Buzzards Bay, MA 02532



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

Agenda Shore & Harbor Committee

The Shore and Harbor Committee will hold a public Meeting on Thursday, December 9, 2010
at 7:00 pm at Bourne Middle School,

1. Public Comment
2. Approval of meeting minutes from November 18, 2010
3. Dredging update of Cohasset Narrows
4. Hens Cove and Monument Beach updates
5. Barnstable County Dredge Committee Member
6. Next Dredging Project's Barlows and Pocasset River
7. New Business

Citizens are welcome and encouraged to attend our meetings.

Richard F. Libin
Chairman

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

S.W.O.P. Special Work Opportunities Program

The board of directors will hold its monthly meeting on Tuesday, November 23, 2010 beginning @ 7:15 PM in The Peebles School Cafeteria.

Agenda:

1. Open discussion on November activities
2. Christmas Activities: Dinner/Festivities/Crafts
3. Special Olympics Event: Jolly Jaunt
4. Calendar
5. Bus Driver possibility

Sue Cronin, Chairman
Felicia Jones
Kathy Stubstad
Judy Shorrock

Thurs. Nov. 17, 2010

S.W.O.P. Special Work Opportunities Program

2010 NOV 18 PM 1 38
TOWN CLERK'S OFFICE
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Tuesday, November 23, 2010 beginning @ 7:15 PM in
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Kathy Stubstad
Judy Shorrock

2010 NOV 18 PM 1 38
TOWN CLERK'S OFFICE

**S.W.O.P. Special Work Opportunities Program
Minutes of the meeting held on 11/23/2010**

The board of directors held its monthly meeting on Tuesday, November 23, 2010 in The Peebles School Cafeteria.

The meeting came to order at 7:30.

Sue Cronin, the chairman, is physically absent due to a broken hip. Arrived home today and is progressing nicely.

Discussion of November activities – cranberry relish was made this evening for Thanksgiving as well as the preparation for Christmas door stops.

The members of SWOP had made cards for the Troops and also participated over the weekend at The Canal Club in packing of the 1,500 Christmas Care Packages for the troops in both Iraq and Afganistan.

Dinner is being planned at St. John's for Christmas.

December 12 SWOP will be participating in The Jolly Jaunt a 5K run/1 Mile walk held in Hyannis as a fundraiser for participation costs in Special Olympics events.

SWOP's dates for December are as follows: 7th, 14th and 21st. Will resume January 11 with Bowling @ Ryan Family Amusements in B. Bay

Kathy Stubstad has given the name of Janice Lupo (508-388-7320) who drives busses for The Steamship Authority, as a possibility for driving the SWOP participants to and from SWOP on Tuesdays. Sue Cronin will follow-up on this lead.

Jan Hughgill brought up SWOP's insurance coverage. Will investigate where the SWOP Program fits under the Town's Insurance policy. Ted Linhares, a founder of the program, will be contacted as well as Mark Tirrell, both "past" people involved and aware of this program. Sue Cronin will also follow-up.

The next meeting of the board will be held on Tuesday, January 18, 2011 in the Peebles School Cafeteria beginning @ 7:15.

Respectfully submitted,

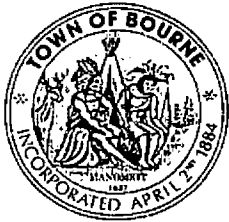
Felicia Jones

Kathy Stubstad

Judy Shorrocks

Jan Hughgill, SWOP director

2010 DEC 6 PM 3 02
TOWN CLERK'S OFFICE



Thomas M. Guerino
tguerino@townofbourne.com

TOWN OF BOURNE

Town Administrator

24 Perry Avenue

Buzzards Bay, MA 02532

Phone 508-759-0600 x 304 - Fax 508-759-0620



March 5, 2010

TO: Board of Selectmen, Town Clerk, All Department Heads

FROM: Thomas M. Guerino – Town Administrator

RE: Scheduled vacation

Pursuant to the provisions of the Town of Bourne Charter, as amended, this is to notify you that I will be away on vacation commencing March 10, 2010. I will return on Tuesday March 16, 2010 and be present at the BOS meeting. Finance Director Linda Marzelli, will serve in my capacity during this time. I will be available by phone and electronic mail for emergency and unforeseen circumstances (school budget issue last year).

Please contact me with any questions.

2010 MAR 5 AM 9 55
TOWN CLERK'S OFFICE
508-759-0600

Johnson, Barry

From: Guerino, Thomas
Sent: Tuesday, April 13, 2010 10:21 AM
To: All Department Heads
Subject: FYI Please post where applicable

2010 APR 13 AM 11 25
TOWN CLERK'S OFFICE
508-852-0600

Town of Bourne, Massachusetts

Comprehensive Regional Landfill General Manager

The Town of Bourne, MA is seeking a qualified individual to serve as the General Manager for the Town's Department of Integrated Solid Waste Management. ISWM includes 825 TPD landfill, recycling, C and D and special DTM waste operation. The GM oversees a staff of up to 40. The ideal candidate shall have 10+ years of full landfill operation management, be a registered Professional Engineer with basic public works experience in addition to Landfill operations, understand gas management systems, and have a complete working knowledge of Federal, State, and local regulatory requirements. Strong business marketing and financial management acumen is required.

Resumes will be accepted until May 5, 2010. For a complete position description please call Thomas M. Guerino, Town Administrator at (508) 759 -0600 ext. 503, or at <http://www.townofbourne.com>. Mail completed resumes with references and salary requirements to; ISWM General Manager Search – 24 Perry Avenue, Buzzards Bay, MA 02532 – ATTN: Town Administrator. The Town of Bourne is an equal opportunity employer.

2010 JUL 7 AM 9 44

Homestead Road Public Hearing

April 8, 2010 7:00 P.M.

TOWN CLERK'S

Bourne Town Hall Lower Conference Room

Minutes

The Hearing was called to order at 7:00 by Town Administrator Thomas Guerino. Mr. George Sala, Deputy Director of Bourne Public Works was also present on behalf of the Town. Others in attendance are attached to this document.

All members of the public present were pleased that the project was moving in a very timely manner. Questions primarily surrounded driving to and from residences while construction and paving was occurring. Mr. Sala indicated that the Town would provide notice regarding when the paving crew from P.J. Keating would be on site with the heavy equipment. Mr. Guerino indicated that the Town would provide a reverse 911 call prior to commencement of paving activities the residents. The Town would also call if the scheduled date was to be delayed due to weather or other related problems.

Other inquiries included how drainage problems in the Homestead Road and Homestead Road Ext. were going to be addressed. Snow removal by the school bus stop, though not related to the construction projected was also raised.

The Hearing was closed and the meeting adjourned at 7:36 P.M.

Respectfully submitted,

Thomas M. Guerino

**Homestead Road Public Hearing
April 8, 2010 7:00 P.M.
Bourne Town Hall Lower Conference Room**

Minutes

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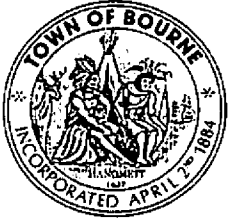
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Respectfully submitted,

Thomas M. Guerino

2010 JUL 7 AM 10 44
TOWN CLERK'S OFFICE
Bourne, MA



Thomas M. Guerino
tguerino@townofbourne.com

TOWN OF BOURNE

Town Administrator

24 Perry Avenue

Buzzards Bay, MA 02532

Phone 508-759-0600 x 304 - Fax 508-759-0620



TO: THE HONORABLE BOARD OF SELECTMEN
THE HONORABLE TOWN CLERK

FROM: THOMAS M. GUERINO – TOWN ADMINISTRATOR

RE: VACATION SCHEDULE

DATE : MAY 20, 2010

Via: electronic mail

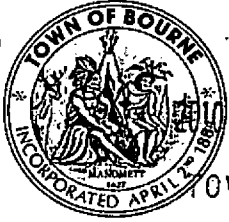
Pursuant to the Town of Bourne Charter, as amended, I am notifying the Board and Town Clerk that I will be away on vacation during the week of May 24, 2010. I will return to the office mid-morning on June 1, 2010. Finance Director Linda Marzelli will act on my behalf during my absence.

As always, should an emergency arise, I am available by cell phone, land line, or electronic mail or by contacting the Vernon Police Department.

Cc: Linda Marzelli

TOWN CLERK'S OFFICE

2010 MAY 20 AM 8 48



TOWN OF BOURNE
Town Administrator

OCT 27 AM 9 55
24 Perry Avenue
Buzzards Bay, MA 02532
Phone: 508-759-0600 x 304 - Fax 508-759-0620
BOURNE, MASS



Thomas M. Guerino
tguerino@townofbourne.com

10.26.10

The Honorable Therese Murray
Senate President
State House
Boston, MA 02133

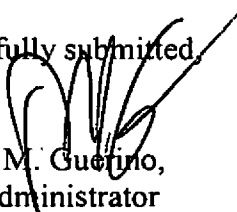
Dear Senate President Murray:

Included with this correspondence please find an attested copy of the Bourne Special Town Meeting vote (10/25/10) authorizing the Town Administrator in consort with the Board of Selectmen to file a home Rule Petition with the Great and General Court.

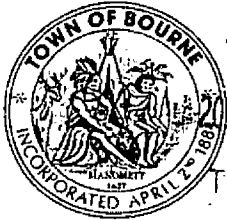
The purpose of this Home Rule Petition is to allow an exemption for Special Police Officer Drew Lonergan from the Age requirement of Massachusetts General Law 31, Section 58A, specifically as depicted in the text of the enclosed attested article copy. It is my hope that you would be so kind as to submit this legislative request on the Town's behalf at your earliest convenience. Mr. Lonergan has been patient with the Town related to this matter and appreciates your efforts on both the Town's and Mr. Lonergan's behalf. Also note, that we will be requesting that the Honorable Matthew Patrick file similar legislation in the House of Representatives.

Please contact me should you or your staff need additional information or have any questions.

Respectfully submitted,


Thomas M. Guerino,
Town Administrator

Cc: Board of Selectmen
Town Clerk ✓
Mr. Drew Lonergan



TOWN OF BOURNE

Town Administrator

24 Perry Avenue
Buzzards Bay, MA 02532

Phone: 508-759-0600 x 304 - Fax 508-759-0620



Thomas M. Guerino
tguerino@townofbourne.com

10.26.10

The Honorable Matt Patrick
State House
Boston, MA 02133

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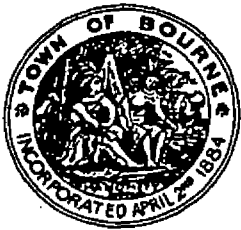
The purpose of this Home Rule Petition is to allow an exemption for Special Police Officer Drew Lonergan from the Age requirement of Massachusetts General Law 31, Section 58A, specifically as depicted in the text of the enclosed attested article copy. It is my hope that you would be so kind as to submit this legislative request on the Town's behalf at your earliest convenience. Mr. Lonergan has been patient with the Town related to this matter and appreciates your efforts on both the Town's and Mr. Lonergan's behalf. Also note, that we will be requesting that the Honorable Senate President Therese Murray file similar legislation in the Senate.

Please contact me should you or your staff need additional information or have any questions.

Respectfully submitted,


Thomas M. Guerino,
Town Administrator

Cc: Board of Selectmen
Town Clerk
Mr. Drew Lonergan



THOMAS M. GUERINO
email: tguerino@townofbourne.com

TOWN OF BOURNE Town Administrator

24 Perry Avenue
Buzzards Bay, MA 02532
Phone 508-759-0600 x503 – Fax 508-759-0620



NOTICE OF PUBLIC HEARING

The Board of Selectmen will hold a public hearing pursuant to Massachusetts General Laws, Chapter 90, Section 18, on Tuesday, December 7, 2010 at 7:30 p.m. at the Bourne Veterans Memorial Community Center relative to establishing speed regulations and/or special regulations governing the use and operation of motor vehicles on Harmony Hill Road as it intersects with Otis Park Drive, Bourne.

You are invited to attend and participate in the discussion relative to the adoption and installation of a "Stop Sign" at the end of Harmony Hill Road where it intersects with Otis Park Drive.

Thomas M. Guerino
Town Administrator

TOWN CLERK'S OFFICE

2010 NOV 8 PM 1 03

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: 508-759-7208**REGIONAL SCHOOL COMMITTEE MEETING**THURSDAY
JANUARY 7, 2010**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 December 2, 2009 Regular Meeting
& December 2, 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. LPN Tuition Waiver
 - B. Superintendent Evaluation
12. New Business
 - A. Chase Estates Abutter - T. Pappas
 - B. FY09 Budget Transfer - GASB45
 - C. Race to the Top
 - D. Roberti Farm
 - E. Fall Program Advisory Minutes
 - F. PTO Report
 - G. School Committee Meeting Schedule
 - H. Other

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

BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
JANUARY 7, 2010 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; Rose Crosby; 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: Linnea Borden, a senior in Environmental Technology from the town of Falmouth, reported on various class activities and fundraisers. She discussed the production of *Julius Caesar* that the drama club is performing and also discussed the Penny War fundraiser that the Class of 2010 has organized.

PUBLIC PARTICIPATION: A parent from Sandwich read a letter to the committee regarding their son who is currently a senior in Automotive Collision Repair. He is having a problem due to the fact that he was not placed in a Math class at the immediate start of the school year. Due to this fact, the parents are proposing that he be allowed to do an independent study in Math.

APPROVAL OF MINUTES: A motion was made by Ms. Blackwell, seconded by Mr. Chalke, for approval of the minutes of the December 10, 2009 regular meeting. Motion passed unanimously. A motion was made by Mr. Pereira, seconded by Ms. Blackwell, for approval of the minutes of the December 10, 2009 executive session. Motion passed unanimously.

OLD BUSINESS:

LPN Tuition Waiver – Patricia Gales, Director of the Practical Nurse program, discussed the reasoning for the recommendation of a tuition waiver. She stated that, over the years, she has noticed that very few Health Careers students enroll in the LPN program after graduation. Ms. Gales reviewed the draft criteria for the proposed eligibility and selection process with the committee. Ms. Blackwell suggested that a personal interview be added to the selection process and also to state that "up to two students" will be selected rather than saying "two students" will be selected. Ms. Blackwell made a motion, seconded by Mr. Chalke, to approve the LPN tuition waiver as presented with the amendments as stated. Motion passed unanimously.

TOWN CLERK'S OFFICE
FEB 16 2010
PM 2 39

NEW BUSINESS:

Chase Estates Abutter – Joel Linnane, personal assistant to Thomas Pappas, presented information to the committee regarding the opportunity to purchase property that is located adjacent to the school property. Mr. Pappas is the current owner of the land which is part of Chase Estates. Mr. Linnane stated that Mr. Pappas would like to offer the acreage and improvements to the school at a cost of \$765,000.00. The land consists of 4.4 acres and the improvements include a six-car garage with approximately 2,300 square feet of unfinished living space and a 34' x 80' existing building foundation which is located behind the garage.

COMMUNICATIONS: None.

REPORT OF COMMITTEES: None.

MASC REPORT: Ms. Blackwell discussed the Division VII meeting which was held at the school on January 5th. The meeting was held in conjunction with the Cape Cod Collaborative Board of Directors meeting.

NEW BUSINESS:

PTO Report – Mr. Chalke distributed a financial report to the committee and discussed the mission of the Parent / Teacher's Organization, their major fundraisers, and how the PTO has assisted the students at Upper Cape Tech.

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 the Grade Eight Open House stating that it was a tremendous turnout and the highest attendance that he has seen with 380 families present. He stated that he and Pat McPartland, Director of Adult & Continuing Education, had appeared on "Inside Sandwich", a half-hour community television show. They will be meeting with representatives from Wareham community television in the near future. Mr. Farr informed the committee that Ms. Manduca will be visiting the school with the newly-appointed Superintendent of the Old Rochester Regional School District and Mr. Chalke will be visiting with selectmen from the town of Sandwich.

PRINCIPAL'S REPORT: Mr. Dutch reported discussed a survey that was developed by the School Council to assist in the development of the School Improvement Plan. He stated that the freshman exploratory program had concluded with the following outcome: there are 183 freshmen; 159 were placed in their first choice of technical programs; 15 students were placed in their second choice; four in their third choice; four in their fourth choice; and one student was not placed in a technical shop of their choosing.

OLD BUSINESS:

Superintendent Evaluation – Ms. Blackwell made a motion, seconded by Mr. Fichtenmayer, to adopt the results of the Superintendent's evaluation as presented at the December meeting. Motion passed unanimously.

NEW BUSINESS:

FY09 Budget Transfer / GASB45 – Rose Crosby, Controller, explained to the committee that the FY09 financial audit requires that districts start taking into account post-retirement benefits. It is recommended that the district establish a reserve account but not fund it at this time.

Ms. Blackwell made a motion, seconded by Mr. Pearce, to transfer the following funds to start a reserve fund for GASB45:

Transfer from:	Extraordinary & Unanticipated (50-4300-0600)	\$50,000.00
	Building Insurance (50-5200-0600)	5,600.00
	General Supplies (50-2430-0500)	15,000.00
	Student Activities Advisors (50-3520-0100)	2,650.00
Transfer to:	Health & Life Insurance (50-5100-0600-01)	\$73,250.00

Motion passed unanimously.

Ms. Blackwell made a motion, seconded by Mr. Pearce, to make the following budget transfer to establish a reserve fund for the post-retirement GASB45 requirements:

Transfer from:	Health & Life Insurance (50-5100-0600-01)	\$100,000.00
Transfer to:	Reserve for Post-Retirement Benefits (50-8000-000-00)	\$100,000.00

Motion passed unanimously.

Race to the Top – Mr. Farr explained this initiative that is being undertaken by the Department of Elementary and Secondary Education. Race to the Top is a competitive \$4.35 billion education reform program enacted as part of the American Recovery and Reinvestment Act (ARRA). It offers supplemental funding to a limited number of states and their participating Local Education Agencies (LEAs) to pursue transformational reform. Only states with strong commitments from participating LEAs that have signed a Memorandum of Understanding (MOU) will be considered for funding. He informed the committee that the MOU must be signed by the School Committee Chair, the Superintendent, and the President of the Teachers' Association. If we don't sign the MOU prior to January 13, 2010, the district cannot participate in the program. However, if we do sign on, we will have the opportunity to decide against participation down the road. Mary Crook, President of the Teachers' Association, spoke on behalf of the Association, and informed the committee that they would be discussing it at their meeting next week. Ms. Blackwell made a motion, seconded by Mr. Fichtenmayer, to sign off on the Memorandum of Understanding for participation in the Race to the Top program. Motion passed unanimously.

Roberti Farm – Mr. Farr informed the committee that the town of Sandwich has a Request for Proposals (RFP) out for the acquisition of six acres of land known as Roberti Farm. The land contains outbuildings and must remain agricultural and historical. The information has been forwarded to the school's Landscape Contracting program for consideration. The instructors thought the land could possibly be used for a community garden but have not compiled a formal proposal. Mr. Pearce made a motion, seconded by Mr. Agrillo, to thank the town of Sandwich for their consideration of Upper Cape Tech, but not to submit an RFP for the acquisition of Roberti Farm. Motion passed unanimously.

Fall Program Advisory Meeting Minutes – Mrs. Blackwell made a motion, seconded by Mr. Fichtenmayer, to move the Fall Program Advisory Meeting minutes for discussion and approval. Motion passed unanimously.

School Committee Meeting Schedule – Mrs. Blackwell made a motion, seconded by Mr. Chalke, to move the regular school committee meetings to the second Thursday of the month, rather than the first Thursday. Motion passed unanimously.

Other – Ms. Blackwell suggested forming a Curriculum Sub-Committee. The committee agreed to discuss this matter further at the February meeting.

Ms. Blackwell made a motion, seconded by Mr. Chalke, to enter into Executive Session at 8:05 P.M. for the purposes of discussing real estate, a grievance, and a student issue and to return to Open Session to adjourn. Roll call vote - Motion passed unanimously.


Open Session resumed at 8:50 P.M.

Real Estate Issue – Ms. Blackwell made a motion, seconded by Mr. Pereira, to send Mr. Pappas a letter stating that the district would be willing to consider accepting the land as a tax-deductible donation but is not interested in purchasing the land. Motion passed unanimously.

Ms. Blackwell made a motion, seconded by Mr. Pereira, to adjourn the regular meeting at 8:55 P.M. Motion passed unanimously.

A True Copy Attest

Date: 2/12/10
(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: 508-759-7208

REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY
FEBRUARY 11, 2010REGULAR SCHOOL COMMITTEE MEETING
6:15 P.M. - MULTI-PURPOSE ROOM2010 FEB 4 AM 11 43
TOWN CLERK'S OFFICE
BOURNE, MASS

1. Meeting Called to Order
2. Student Advisory Representative
3. Public Participation
4. Approval of Minutes of January 7, 2010 Regular Meeting & January 7, 2010 Executive Session
5. Communications
6. Report of Committees
 - a. Policy Sub-Committee: February 23, 2010
7. MASC Report
8. Presentation of Bills
9. Superintendent's Report
10. Principal's Report
11. Old Business
12. New Business
 - A. Revenue Enhancement Advisory Committee
 - B. FY2011 Draft Budget
 - C. Curriculum Sub-Committee
 - D. American Red Cross Emergency Shelter
 - E. Other

Executive Session

- A. Grievance Hearing

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



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
FEBRUARY 11, 2010 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; Rose Crosby; 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: Kelsey Lombardi, a junior in Culinary Arts from the town of Sandwich, reported on various class activities and fundraisers. She provided an update on the winter sports teams and informed the committee that the spring sports would be starting soon. She also discussed the activities of the National Honor Society, the Human Rights Commission, SkillsUSA, the InterAct Club, and Student Council.

APPROVAL OF MINUTES: A motion was made by Ms. Blackwell, seconded by Mr. Chalke, for approval of the minutes of the January 7, 2010 regular meeting. Motion passed unanimously. A motion was made by Ms. Blackwell, seconded by Mr. Chalke, for approval of the minutes of the January 7, 2010 executive session. Motion passed unanimously.

PUBLIC PARTICIPATION: None.

COMMUNICATIONS: Mr. Farr read a letter from the Sandwich Mothers' Club thanking the culinary students for preparing pastries for their meetings. He then read letters from Francine Balanca, cafeteria worker, and electronics instructor, David Crooker, indicating their intention to retire at the conclusion of the 2009-2010 school year.

REPORT OF COMMITTEES: Ms. Blackwell, Chair of the Policy Sub-Committee, informed the committee that a sub-committee meeting was scheduled for February 23rd at 5:30 p.m. and that Jim Hardy from the Massachusetts Association of School Committees would be attending the meeting.

MASC REPORT: Ms. Blackwell discussed the MASC Leadership Conference that she recently attended in Washington, D.C. She also reminded the committee that the annual Day on the Hill will be held on March 30th at the State House.

PRESENTATION OF BILLS: Bills were circulated.

TOWN CLERK'S OFFICE

2010 MAR 17 PM 2:24

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 the committee that the special permit for the wind turbine had been approved by the Bourne Planning Board and that research is underway for financing options. He stated that a number of town representatives had visited the school recently for tours of the building. Representatives from Sandwich, Marion and Wareham have visited along with the School Committee representatives from those towns. The Superintendent updated the committee on regional transportation funding, stating that the district is usually reimbursed 50% by December. At this point in the year, we have only received 29%.

PRINCIPAL'S REPORT: Mr. Dutch read a letter that he recently received from a parent regarding the positive school climate and respectful student body at Upper Cape Tech. He also updated the committee on the strategic planning process. He stated that the process had begun last year with three Saturday meetings. The team conducted a survey which resulted in the formation of four task forces: Revenue Sources, Curriculum & Instruction, Building Needs (including space, modernization, and technology) and Interaction & Input. The next step is to solicit participation for the task forces as funding allows.

NEW BUSINESS:

Revenue Enhancement Advisory Committee – Mr. Kim Carman thanked the committee for allowing him to present the ideas generated by the advisory committee. Ideas presented included placemat advertising, website advertising, gazebo rentals, meeting space rentals, Canalside Dining Room rentals, advertising on school vehicles, home show, sign sponsorship, banner ads in the gymnasium, cafeteria video system advertising, sports equipment advertising, school newspaper advertising, adult education program advertising, and the installation of an ATM machine on school property. Mr. Carman discussed the estimated income potential and expenses of each of the proposed ideas. He also discussed three options for the installation of an ATM machine. Mr. Pearce made a motion, seconded by Mr. Pereira, to accept the recommendations of the Revenue Enhancement Advisory Committee and to allow them to proceed with the initiatives presented but to obtain approval from the School Committee prior to implementing any of the initiatives; furthermore, to give Mr. Carman permission to contact potential clients as an authorized representative of the district. Motion passed unanimously. Mr. Pearce commended the Revenue Enhancement Advisory Committee for their efforts and thanked Mr. Carman for all of his time and effort.

FY2011 Draft Budget – Mr. Farr reviewed the proposed FY2011 budget by account sub-totals, highlighting key areas of the budget.

Curriculum Sub-Committee – Ms. Blackwell asked the committee if they felt there should be a Curriculum Sub-Committee. Mr. Dutch mentioned the Curriculum & Instruction Task Force that was recommended as part of the Strategic Planning process and suggested they work together. Ms. Blackwell, Mr. Fichtenmayer, and Mr. Dutch all agreed to serve on the task force.

American Red Cross Emergency Shelter – Mr. Farr stated that he would be meeting with a representative of the American Red Cross to see how much the school would be reimbursed for serving as an emergency shelter. Ms. Blackwell made a motion, seconded by Mr. Pearce, to table this agenda item until the next meeting. Motion passed unanimously.

Other – Mr. Fichtenmayer suggested putting signs out with the school name at various work student work sites in the community. Mr. Chalke updated the committee on the most recent PTO meeting where it was decided that the next fundraiser would be a "man cave" shed. The PTO also reviewed and approved a funding request for \$1,000 for a portable scoreboard for outdoor athletic events. The next meeting of the PTO is Tuesday, March 2nd at 6:00 p.m.

Ms. Blackwell made a motion, seconded by Mr. Chalke, to enter into Executive Session at 8:30 P.M. for the purpose of a grievance hearing and to return to Open Session to adjourn. Roll call vote - Motion passed unanimously.

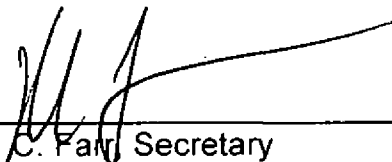
Open Session resumed at 9:15 P.M.

Ms. Blackwell made a motion, seconded by Mr. Chalke, to adjourn the regular meeting at 9:15 P.M. Motion passed unanimously.

A True Copy Attest

Date: _____

3/15/10
(Seal)



Kevin C. Farr Secretary

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REGIONAL SCHOOL COMMITTEE MEETING

TUESDAY
FEBRUARY 23, 2010

POLICY SUB-COMMITTEE MEETING
5:00 P.M. - CONFERENCE ROOM

TOWN CLERK'S OFFICE
BOURNE, MASS

2010 FEB 19 PM 2 50



BOURNE • FALMOUTH • MARION • SANDWICH • WAREHAM

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REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY
MARCH 11, 2010

BUDGET SUB-COMMITTEE MEETING
5:00 P.M. – CONFERENCE ROOM

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 February 11, 2010 Regular Meeting
February 11, 2010 Executive Session
5. Communications
6. Report of Committees
7. MASC Report
8. Presentation of Bills
9. Superintendent's Report
10. Principal's Report
11. PTO Report
12. Old Business
 - A. FY2011 Draft Budget Update
 - B. Revenue Enhancement Advisory Committee
13. New Business
 - A. Student Presentation – Senior Project
 - B. Policy – Initial Review
 1. School Committee Review of Regulations
 2. Bullying
 - C. FY10 Budget Transfers
 - D. Other

Executive Session

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

BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM



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TOWN CLERK'S OFFICE
2010 MAR 4 AM 11 57
TOWN CLERK'S OFFICE

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE

MARCH 11, 2010 MEETING HELD AT THE SCHOOL

2010 APR 9 AM 11 58

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

The meeting was called to order at 6:18 P.M. followed by the Pledge of Allegiance to the Flag.

STUDENT ADVISORY REPRESENTATIVE: Dylan O'Neill, a junior in Pre-Engineering from Bourne; Heyllie Pottle, a sophomore in Culinary Arts from Falmouth; and Carly Ostapchuk, a sophomore in Health Careers from Falmouth update the committee on various student activities. They provided an updated on the conclusion of the winter sports season and informed the committee that spring sports would be starting. They discussed the activities of InterAct, Student Council, National Honor Society, and SkillsUSA. They also discussed the fundraising activities of the various classes and reported on the annual science fair.

Ms. Blackwell made a motion, seconded by Mr. Chalke, to move to Agenda Item 13A. Motion passed unanimously.

NEW BUSINESS:

Student Presentation / Senior Project – Brianna Oakley, a student from Bourne in Environmental Science & Technology, presented her project on "Nutrient Removal Using Aquatic Plants." After her PowerPoint presentation, a question and answer period ensued and the committee commended Brianna on her outstanding work.

PUBLIC PARTICIPATION:

Mary Crook, President of the UCT Teachers' Association, expressed the association's displeasure with the committee's decision to deny the grievance made against a school committee member. She asked that the following statement be recorded into the minutes:

"I come here this evening as the President of the Upper Cape Teachers Association to communicate the grave concern we have regarding the denial of the grievance brought before you on February 11th, 2010. This grievance was regarding what we as an Association believe was a public evaluation of a department and an individual member of our Association with disregard of your own policy relative to school committee members visits to the school.

After receiving the notice of denial, an Association Executive Board meeting was scheduled to inform the board members of your decision, and to discuss the grave concern we have regarding your board's discussing what we consider subject matter beyond the scope of the school committee's role. We wish to maintain our good relationship with you as a school committee and would like to continue to have a level of trust that your policies will be practiced by your board and our contract will be supported and enforced as written.

We understand that you have concerns about situations that you may hear of or that you may see and may or may not misinterpret. Those concerns should be directed to the Superintendent with the hope that he, through your direction can clarify and/or correct any concerns you may have.

Clarity of issues is usually attained through discussion and fact finding. Grievances are filed for that reason. It is meant as a means to clarify a situation and come to a satisfactory conclusion.

I do hope that this conversation helps you to better understand why we have come to you this evening. We are here tonight to show that the staff of the building is extremely concerned about the issues stated in the grievance. Although the atmosphere continues to be out of balance we do not intend to continue this particular grievance any further.

The Association would ask that you review your findings and work within your existing policies to maintain the good relationship that currently exists between the membership of the Association and the UCT Community. We as an Association would like it to return to the positive climate it was before these events occurred."

A parent of a senior student at Upper Cape Tech then addressed the committee regarding concerns that he has regarding his son's placement in an appropriate mathematics class. The parent feels that his son has been placed in a math class that he can't do well in. He received a letter recently from the school stating that his son was in good standing in the class, but he just received his progress report and is actually failing.

APPROVAL OF MINUTES: A motion was made by Ms. Blackwell, seconded by Mr. Chalke, for approval of the minutes of the February 11, 2010 regular meeting. Motion passed unanimously. A motion was made by Ms. Blackwell, seconded by Mr. Chalke, for approval of the minutes of the February 11, 2010 executive session. Motion passed unanimously.

COMMUNICATIONS: Mr. Farr read a letter from the Superintendent-Director of Bay Path Regional Vocational Technical High School thanking Mr. Farr for their tour of Upper Cape Tech and its renewable energy projects. Mr. Farr also read an e-mail that he sent to all staff members thanking the Student Services department for the great job they have done so far in the recruitment and acceptance process for next year's incoming freshmen. Based on the number of applications thus far, approximately 1/3 of all eighth graders in the district have applied to Upper Cape Tech.

REPORT OF COMMITTEES: None.

MASC REPORT: Ms. Blackwell discussed the board meeting that she attended last night. She also reminded the committee that the annual Day on the Hill will be held on March 30th 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 informed the committee that he had presented the proposed FY11 budget to the finance committee and board of selectmen in Bourne. He has been in communication with representatives from the other district towns and has been keeping them informed of the budget process as well. He also met with a representative from the American Red Cross to discuss their request to use the school building as an emergency shelter if necessary. The American Red Cross is working on establishing a reimbursement amount for the school and will get back to Mr. Farr with that information. The Superintendent made a presentation today to the National Association of Retired Federal Employees. He provided them with a general overview of the school and the programs that are offered to both the high school students and the adult education students. Finally, Mr. Farr informed the committee that he will be participating in a two-day Citizens' Legislative Workshop with Senate President Therese Murray.

At this point in the meeting, a discussion ensued regarding the shop customer service surveys that are being distributed. It seems that the majority of customers who are having work done in the shops are not completing the surveys. The committee discussed how to improve the system in order to receive more feedback. A discussion then ensued regarding the need for a job log in each of the shops. Ms. Blackwell stated that a policy exists stating only that job cards must be completed. There is no policy stating that a job log should be maintained. Mr. Haynes expressed that it is not the School Committee's responsibility to monitor the jobs in the shops. Mrs. Crook stated that she felt that was an inappropriate conversation for a School Committee meeting.

PRINCIPAL'S REPORT: Mr. Dutch informed the committee that he had recently attended the Cape & Islands Principals' Meeting. Sen. O'Leary, Chair of the Education Committee, spoke to the group about the state budget, education reform, and the upcoming anti-bullying bill. He also attended a meeting at the Department of Elementary and Secondary Education regarding the Certificate of Occupational Proficiency and the associated concerns of the vocational community. The admissions team has been meeting and has determined the first round of accepted students for next fall. Finally, Mr. Dutch visited Sen. Therese Murray at the State House along with Brian Jones, the Outstanding Vocational Student of the Year, and his family.

PTO REPORT: Mr. Chalke distributed the PTO's expected donations for 2010 along with the March 3rd financial report. At the group's most recent meeting on March 3rd, they discussed the "Man Cave" fundraiser that they are planning. Raffle tickets will be sold for \$10 each or three tickets for \$25. Mr. Chalke also discussed Teacher Appreciation Week and how the PTO plans to recognize the teachers that week. The group is considering giving an aerial photo of the senior class to the seniors along with a gasoline gift card instead of having t-shirts made up as they have in the past. The group will meet again on April 5th.

OLD BUSINESS:

FY2011 Draft Budget Update – Ms. Crosby informed the committee that the Excess & Deficiency certification has been issued and that \$160,000 will be returned to the district towns. At this point, that is the only change that has been made to the proposed budget that was presented at the February meeting.

Mrs. Blackwell made a motion, seconded by Mr. Chalke, to move the April School Committee meeting to Thursday, April 1st. Motion passed unanimously.

Revenue Enhancement Advisory Committee – Mr. Farr thanked Mr. Kim Carman for all of the time that he has dedicated to this project. The committee discussed the proposal for the installation of an ATM machine that had been presented at the February meeting and Mr. Carman explained the buy-back program that is available if the machine doesn't prove to be lucrative. Mr. Pearce made a motion, seconded by Mr. Fichtenmayer, to purchase the ATM machine outright with the stipulation that the machine is funded properly and that the money to fill it comes out of the appropriate account. Motion passed unanimously. The committee then discussed the proposed advertising agreements that had been presented to them for advertising on the school website and on the electronic sign at the entrance to the school. The committee expressed their reluctance to advertise on the school sign. Mr. Pearce stated that there should be some type of disclaimer on all of the advertisements on the website. Mr. Fichtenmayer made a motion, seconded by Mr. Pearce, to table the advertising agreement for the electronic sign and to proceed with soliciting advertisements for the school website to include personal greetings. Motion passed unanimously. Mr. Carman reported that he had also met with the Executive Director of the Cape Cod Canal Region Chamber of Commerce to discuss hosting a Home Show in conjunction with the Chamber in March of 2011. Although this is not something that the Chamber is able to co-host, they have agreed to assist with the promotional material.

NEW BUSINESS:

Policy – Ms. Blackwell presented the following policies for initial review: BGD – School Committee Review of Regulations and JICFA/JICFB – Sexual Harassment, Bullying & Hazing. The policies will be considered for final adoption at the next meeting.

FY10 Budget Transfers – Mr. Pereira made a motion, seconded by Ms. Blackwell, to follow the recommendation of the Superintendent and make the following budget transfers:

Transfer from:

Principal Clerical

50-2210-0200 \$1,182.00

Cover salary shortfall due to level change in contract

Principal Clerical

50-2210-0200 \$1,350.00

Cover salary shortfall

Guidance Salaries

50-2710-0100-02 \$1,038.00

Cover salary shortfall due to new contract scales

Lead Instructors

50-2220-0100-02 \$65,000.00

Custodial Salaries

50-4110-0300 \$45,000.00

Teachers

50-2305-0100-01 \$30,000.00

Cover shortfall for unemployment compensation

Transfer to:

Information Tech Salary

50-1450-0100 \$1,182.00

SD Advertising

50-1210-0600-03 \$1,350.00

Director of Student Services

50-2710-0100-01 \$1,038.00

Unemployment Comp

50-5100-0600-02 \$140,000.00

Motion passed unanimously:

Other – The committee discussed the student issue that was brought before the committee by a parent earlier in the meeting. The Principal and the Director of Curriculum & Instruction provided more detailed information to the committee and answered questions regarding this issue.

Mr. Pereira made a motion, seconded by Ms. Blackwell, to adjourn the regular meeting at 8:50 P.M. Motion passed unanimously.

A True Copy Attest

Date: _____

4/5/10

(Seal)



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REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY
APRIL 1, 2010

BUDGET SUB-COMMITTEE MEETING
5:00 P.M. - CONFERENCE ROOM

2010 MAR 29 AM 11 12
TOWN CLERK'S OFFICE



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
APRIL 1, 2010 MEETING HELD AT THE SCHOOL

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

The meeting was called to order at 6:25 P.M. followed by the Pledge of Allegiance to the Flag.

STUDENT ADVISORY REPRESENTATIVE: Dylan O'Neill, a junior in Pre-Engineering from Bourne; and Kelsey Lombardi, a junior in Culinary Arts from Sandwich, updated the committee on various student activities. They provided an update on the spring sports teams and the InterAct Club and the National Honor Society. They informed the committee that the SkillsUSA state competition will be held on April 21st in Marlborough.

PUBLIC PARTICIPATION: None.

APPROVAL OF MINUTES: A motion was made by Mr. Chalke, seconded by Mr. Pearce, for approval of the minutes of the March 11, 2010 regular meeting. Motion passed unanimously.

COMMUNICATIONS: Mr. Farr read a proclamation from Governor Patrick declaring April 11th through 17th as *Massachusetts Vocational Career & Technical Education Week*. He then read an e-mail from Orleans Auto Supply thanking the school for allowing them to hold their automotive training clinic at the school.

REPORT OF COMMITTEES: Mr. Fichtenmayer provided the committee with the monthly revenue enhancement report which Kim Carman prepared. He stated that the ATM machine had been ordered and should be up and running within two weeks. He also discussed advertising on the school website.

MASC REPORT: Mr. Farr discussed the Day on the Hill at the State House that he recently attended with School Committee members.

PRESENTATION OF BILLS: Bills were circulated.

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TOWN CLERK'S OFFICE
BORNE

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 the committee that he recently attended a two-day Citizens' Legislative Academy at Senate President Therese Murray's office. He reminded the committee that the Outstanding Vocational Student Awards banquet will be held on April 15th.

OLD BUSINESS:

FY2011 Draft Budget Public Hearing – The Superintendent presented the proposed FY2011 budget. He discussed the updates that were made to the draft budget since last month's meeting. Mr. Chalke made a motion, seconded by Mr. Zmuda, that the Upper Cape Cod Regional Vocational-Technical School District Committee adopt a gross operating budget for FY2011 in the amount of Eleven Million Eight Hundred Eighty Nine Thousand Eight Hundred Forty Five (\$11,889,845.00), to be reduced by FY2011 Interest Revenue in the amount of Fifty Thousand (\$50,000.00), FY2011 Tuition Revenue in the amount of Twenty Four Thousand Eight Hundred Seventy Four (\$24,874.00), FY2011 Municipal Medicaid in the amount of Twenty Five Thousand (\$25,000.00), FY2011 E&D in the amount of Two Hundred Sixty Thousand (\$260,000.00), FY2011 Transportation Aid in the amount of Three Hundred Ninety Two Thousand Seven Hundred Nineteen (\$392,719.00), FY2011 LPN Tuition in the amount of Two Hundred Fifty Five Thousand (\$255,000.00) and together with any available State Aid; and that the Committee adopt a gross capital budget for FY2011 in the amount of Four Hundred Twenty Four Thousand Eight Hundred Seventy (\$424,870.00). Roll call vote – Motion passed unanimously.

A member of the Marion Finance Committee expressed his concern with the timing of the budget process and requested that the towns are given their assessments earlier if at all possible.

NEW BUSINESS:

Student Presentation / Senior Project – Brittany Buttrick, a Health Careers student from Sandwich, presented her senior project on *Artificial Sweeteners & Tooth Decay*. She demonstrated how cane sugar caused more tooth decay than artificial sweeteners and explained how she arrived at that conclusion. The committee commended Brittany for her hard work on this project.

PRINCIPAL'S REPORT: Mr. Dutch discussed the t-shirt design project that the school's Human Rights Commission is participating in. He informed the committee that thus far, 140 eighth-grade students have been sent acceptance letters for the fall. An additional 260 students were sent letters informing them that they have been placed on the waiting list. Mr. Dutch also discussed the Massachusetts Interscholastic Athletic Association (MIAA) annual meeting he recently attended.

PTO REPORT: Mr. Chalke reported that the next meeting will be held on April 12th at 6:00 P.M.

OLD BUSINESS:

Policy / Final Adoption – Mr. Pearce made a motion, seconded by Mr. Chalke, for final adoption of the following policies: BGD – School Committee Review of Regulations and JICFA/JICFB – Sexual Harassment, Bullying & Hazing. Motion passed unanimously.

NEW BUSINESS:

School Choice Vote – Mr. Pearce made a motion, seconded by Mr. Chalke, to follow the recommendation of the Superintendent and not participate in school choice for the 2010-2011 school year. Motion passed unanimously.

2010-2011 School Calendar – Mr. Pearce made a motion, seconded by Mr. Fichtenmayer, to approved the 2010-2011 school calendar as presented. Motion passed unanimously.

Type A Bus Bid Award – Mr. Farr recommended to the Committee that it re-bid the bus contract since it would be more financially prudent to allow bids to include new 2009 models as well as 2010 models. The committee agreed that it should be re-bid in order to give the bidders the opportunity to bid on a 2009 model. Mr. Pearce made a motion, seconded by Mr. Chalke, to re-bid the Type A Bus as either a 2009 or a 2010. Motion passed unanimously.

Policy / Initial Review – Mr. Farr explained the need for Policy EEAJ – Motor Vehicle Idling on School Grounds.

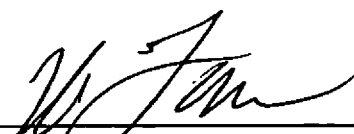
Other – Mr. Pearce asked if there were any guidelines as to what things should be reported to School Committee members or to the Chair of the School Committee. A brief discussion ensued.

Mr. Zmuda made a motion, seconded by Mr. Chalke, to adjourn the regular meeting at 7:30 P.M. Motion passed unanimously.

A True Copy Attest

Date: _____

5/14/10
(Seal)



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REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY
MAY 13, 2010

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 April 1, 2010 Regular Meeting
5. Communications
6. Report of Committees
7. MASC Report
8. Presentation of Bills
9. Superintendent's Report
10. Principal's Report
11. PTO Report
12. Revenue Enhancement Report
13. Old Business
 - A. Type A Bus Bid Award
 - B. Policy - Final Adoption
 1. File EEAJ - Motor Vehicle Idling on School Grounds
14. New Business
 - A. Technical Programs Presentations
 1. Automotive Collision Technology
 2. Horticulture
 - B. FY09 Audit Review
 - C. School Improvement Plan
 - D. Bread Bid Award
 - E. Milk Bid Award
 - F. School Committee Workshop Discussion
 - G. Other

Executive Session

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



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

2010 MAY 5 PM 12 18
TOWN CLERK'S OFFICE

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
MAY 13, 2010 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; Rose Crosby; Sharon Brito, Recording Secretary.

The meeting was called to order at 6:17 P.M. followed by the Pledge of Allegiance to the Flag.

STUDENT ADVISORY REPRESENTATIVE: Dylan O'Neill, a junior in Pre-Engineering from Bourne, reported on recent student activities. He provided the committee with an update on the spring sports teams and discussed the results of the SkillsUSA state competition. He also discussed the upcoming car wash which is being run by the National Honor Society on May 22nd. Dylan stated that the spring edition of the school newspaper will be released tomorrow and the yearbooks are currently being printed. The Student Council has rescheduled their annual bike challenge ride to Provincetown due to the weather. The event will now take place on October 2nd. Finally, Dylan discussed the Senior Class activities that are ongoing including the Senior Prom which will be held on May 22nd at the Resort and Conference Center in Hyannis.

PUBLIC PARTICIPATION: None.

APPROVAL OF MINUTES: A motion was made by Mr. Zmuda, seconded by Mr. Fichtenmayer, for approval of the minutes of the April 1, 2010 regular meeting. Motion passed unanimously.

COMMUNICATIONS: Mr. Farr read the following letter from the 2nd grade teachers at the Forestdale School into the record:

Dear Staff of Upper Cape Technical Regional High School:

We wanted to write to thank you for the wonderful field trip to your school. Our staff and parent chaperones were impressed by so many things. We were impressed that we were greeted by the superintendent and principal. We felt welcomed by all.

We noticed the inviting atmosphere and cleanliness of your school environment. We loved the friendly, professional manner of both your students and staff. Your students made kind and cute remarks to our younger students as we passed in the hall. It was apparent that your school has a caring atmosphere. The staff obviously cared about your students and your visitors!

We admired how prepared your students and teachers were. The game created exclusively for us by the horticultural staff was terrific. The second grade students loved

2010 JUN 14 PM 1:27
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raffling through the bolts, nuts, screws and other tools in the auto shop. Touching tires and engines was great fun in automotive technology. Naturally, the cookies generously provided in the cafeteria were a highlight of the day. All who ate them know you train great chefs! The hair salon staff made sure we knew the difference between goods and services, as did our tour guides. Our students could easily identify goods and services upon our return to school. Understanding these concepts is a social studies standard and our main purpose in visiting your school.

Our young students were inspired by your students. Many of them now want to attend your school when they get older. Thank you for your time and sharing yourselves and your students! We are grateful to Jen McGuire for organizing and coming up with the idea for this experience.

Mr. Farr next read a letter from the Cape and Islands Chapter of the Retired Educators' Association of Massachusetts thanking the school for hosting their annual breakfast. Finally, he read correspondence from the Department of Elementary and Secondary Education in response to a complaint filed by a parent who had recently appeared at several school committee meetings. The correspondence indicated that the Department of Elementary and Secondary Education has determined that Upper Cape Tech is in compliance with all state laws.

REPORT OF COMMITTEES:

Curriculum Committee – The committee agreed to meet on May 18th at 5:00 p.m.

Wind Turbine Sub-Committee – Mr. Farr reported that the sub-committee recently met with the Cape and Vineyard Electric Cooperative. The cooperative presented their proposal for a partnership with the school. They will meet again on May 20th to further discuss the financial implications of a partnership. Mr. Agrillo suggested looking into other types of wind turbines, such as a squirrel fan.

Long-Range Planning Sub-Committee – Mr. Haynes reported that the sub-committee met a couple of times to look at some of the larger groups that use the building on a regular basis. The sub-committee then met with representatives of the Rotary Club and the ShamRods to determine what those groups are giving back to the school. The sub-committee was very pleased to learn about the numerous ways in which the school is benefitting from their affiliation with those two groups.

MASC REPORT: Ms. Blackwell informed the committee that she had attended the annual National School Boards Association conference in April and felt that it was well-organized and very informative. She also attended the Division IX meeting last weekend which focused on under-performing schools and the initiatives taken by the Department of Elementary and Secondary Education to improve their performance. Ms. Blackwell reminded the committee that a *Charting the Course* workshop will be held in Hyannis on May 14 & 15 and that the Division VIII meeting at Assabet Valley on May 27th will focus on school committee ethics pertaining to vocational schools.

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 the committee that he made a contact with the *Wareham Week* newspaper and website. The editor is very interested in our students and what they are learning here. He stated that he had observed portions of the state SkillsUSA competition and attended the awards ceremony. He will be attending the Marion town meeting on May 17th. The other four district towns have all approved the school's FY10 budget.

PRINCIPAL'S REPORT: Mr. Dutch informed the committee that Mr. McCue was not at the meeting because he was attending the Student Awards banquet at the Wareham Lodge of Elks. He reminded the committee that the Evening of Excellence will be held on May 19th at 6:30 p.m. Mr. Dutch then stated that the Commonwealth passed legislation regarding bullying and harassment. He explained the five key components of the legislation and how the administration and teachers are addressing those components. Discussion ensued regarding how to determine if the initiatives undertaken by the school regarding bullying and harassment are effective.

PTO REPORT: Mr. Chalke reported that a meeting was held on April 12th. Mr. Carman and Mr. Fichtenmayer spoke at that meeting regarding some of their ideas around revenue enhancement. Mr. Chalke stated that the PTO would like to sponsor one more school dance prior to the end of the school year. Also, an aerial photograph will be taken of the senior class which will be given to the graduating seniors along with a \$10 gas card. The PTO has also donated \$1,200 to the scholarship fund. Mr. Chalke then discussed the shed raffle, explaining that no more than 1,200 tickets will be sold. Tickets will be sold for \$10 a piece or three tickets for \$25. Finally, the PTO will be serving breakfast during the placement testing for incoming freshmen on May 22nd. The next meeting of the PTO is scheduled for May 17th at 6:00 P.M.

REVENUE ENHANCEMENT REPORT: Mr. Carman informed the committee the ATM machine has been up and running since April 26th, and there have been nine transactions made thus far. It still needs to be determined how to make the ATM accessible to patrons of the ShamRods car shows and the Bourne Braves baseball games. Mr. Carman thanked B.J. Hilferty for her assistance with advertising on the school website. He stated that he is very close to being at full capacity with the website ads. Two businesses have committed to a full year of advertising at a cost of \$950.00 each. He informed the committee that he will be looking for approval for a Home Show at the June meeting. He has met with two exposition companies to begin planning this event. The show is tentatively being planned for March 18 – 20, 2011 and would consist of sixty booths in the cafeteria and gym. Mr. Farr thanked Mr. Carman for all that he has done in such a short period of time. The rest of the committee agreed that they all greatly appreciated his efforts. The committee then discussed placing a sign

on the window at the entrance to the school indicating that an ATM machine was located in the lobby.

OLD BUSINESS:

Type A Bus Bid Award – Mr. Farr explained that the bus was bid as either a 2009 or a 2010 in an effort to get the best value. He stated that the following bids were received:

- | | |
|--|-------------|
| 1. DATTCO, Inc. – 2010 Chevrolet | \$46,391.20 |
| 2. O'Connor Motor – 2010 Ford | \$41,889.00 |
| 3. New England Transit Sales – 2009 Chassis/2010 GM Body | \$41,299.00 |

Based on the fact that the district could obtain a 2010 model for only \$590.00 more than a 2009, the Superintendent recommended that the bid be awarded to O'Connor Motor. Mr. Pearce made a motion, seconded by Mr. Chalke, to award the Type A Bus Bid to O'Connor Motor for a 2010 Ford E-350 Starcraft at a cost of \$41,889.00. Motion passed unanimously.

Policy / Final Adoption – Mr. Pearce made a motion, seconded by Mr. Chalke, for final adoption of Policy EEAJ – Motor Vehicle Idling on School Grounds. Motion passed unanimously.

NEW BUSINESS:

Technical Programs Presentations –

1. Automotive Collision Technology: Mr. Farr welcomed Gabe Coutinho and Robert Balanca as well as Team Supervisor, Tom Silvia. They explained their need for a new paint spray booth which would be much more energy-efficient than the one that is currently in the shop. Mr. Coutinho stated that there are 44 students in the Automotive Collision Technology program and that the program is nationally-certified with National Automotive Technicians Education Foundation (NATEF). He explained what the students learn at each grade level. Mr. Balanca then explained the new laws that are being put into effect which will make the new paint spray booth necessary.
2. Horticulture: David Consalvi thanked the School Committee for the program's new building and the shop improvements. He discussed the fact that their students compete in the Future Farmers of America (FFA) instead of SkillsUSA and recently won 5 gold, 5 silver and 6 bronze medals in all of the various areas. He also stated that they currently have about 31 or 32 students enrolled in the program and described the different aspects they teach their students such as arboriculture, turf management, horticulture, floriculture, landscape construction, and irrigation. Lisa Guyot then discussed the program's need for a new floral cooler. The addition of a larger cooler would allow them to do things like forcing bulbs so the students could learn how to grow a bulb since bulbs are planted in

the fall and have a cooling period over the winter for so many weeks before they can actually go into the greenhouse and start to grow. The cooler they have now, which was donated to the program, is about 40 cubic feet. The one they are hoping to obtain is 275 cubic feet and will cost approximately \$6,300.00.

FY09 Audit Review – Allan Smith, of Allan Smith CPA, explained the audit process including the review of internal controls. He discussed the new information security regulations which have been put into place to protect people's personal information and detailed the findings in the report. Mr. Pearce made a motion, seconded by Ms. Blackwell, to accept the FY09 draft audit report as presented. Motion passed unanimously.

School Improvement Plan – Mr. Dutch highlighted the key points and themes of the proposed 2010-2011 School Improvement Plan. Ms. Blackwell made a motion, seconded by Mr. Pearce, to approve the 2010-2011 School Improvement Plan as presented. Motion passed unanimously.

Bread Bid Award – Mr. Pearce made a motion, seconded by Mr. Chalke, to award the bread bid for the 2010-2011 school year to the low bidder, Bimbo Foods, Inc. Motion passed unanimously.

Milk Bid Award – Mr. Chalke made a motion, seconded by Ms. Blackwell, to award the milk bid for the 2010-2011 school year to the low bidder, HP Hood Company. Motion passed unanimously.

School Committee Workshop Discussion – The committee discussed the idea of adding a second monthly School Committee meeting which would be more of a workshop than a formal meeting. Ms. Blackwell made a motion, seconded by Mr. Pereira, to table the agenda item until the next meeting. Motion passed unanimously.

Other – Mr. Pearce expressed his concerns with the difficulty that our L.P.N. graduates are experiencing when they try to enter into an R.N. program. Mr. Farr stated that he would ask the Director of the Practical Nursing program, Pat Gales, to attend the June meeting so that she may address these concerns.

Ms. Blackwell made a motion, seconded by Mr. Chalke, to adjourn the regular meeting at 9:30 P.M. Motion passed unanimously.

A True Copy Attest

Date:

6-11-10

(Seal)


Kevin C. Farr, Secretary

Upper Cape Cod Regional Technical School

220 SANDWICH ROAD, BOURNE, MASSACHUSETTS 02532

www.uppercapetech.com

Kevin C. Farr
Superintendent

RECEIVED

MAY 28 2010

TOWN OF BOURNE
BOARD OF SELECTMEN

May 19, 2010

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

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 April.

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 \$11,889,845 and a Capital Budget of \$424,870 for the fiscal year ending June 30, 2011. The impact of this budget on the individual towns is reduced by State Aid, tuition and other receipts in the amount of \$3,895,980. Total Net Operating Costs assessed to the communities, therefore, becomes \$8,418,735 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	\$1,546,833.00
Capital	<u>74,073.00</u>
Total Assessment	<u>\$1,620,907.00</u>

Quarterly payments in the amount of \$405,226.75 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

2010 JUN 4 PM 4 09
TOWN CLERK'S OFFICE

cc:

Town Clerk

Town Treasurer
Finance Committee, Chair



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

Upper Cape Cod Regional Technical School

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REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY
JUNE 10, 2010

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 May 13, 2010 Regular Meeting
5. Communications
6. Revenue Enhancement Report
7. Report of Committees
8. MASC Report
9. Presentation of Bills
10. Superintendent's Report
11. Principal's Report
12. PTO Report
13. Old Business
 - A. Wind Turbine Sub-Committee Report
 - B. School Committee Workshop Discussion
14. New Business
 - A. LPN Program
 - B. Football Program
 - C. Request for Property Grading Easement
 - D. Spray Booth Bid Award
 - E. Spring Program Advisory Minutes
 - F. School Lunch Price
 - G. Student Handbook Approval
 - H. Budget Transfers
 - I. Other

Executive Session

2010 JUN 4 AM 11 04
TOWN CLERK'S OFFICE

"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 10, 2010 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; Rose Crosby; Sharon Brito, Recording Secretary.

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

APPROVAL OF MINUTES: A motion was made by Ms. Blackwell, seconded by Mr. Fichtenmayer, for approval of the minutes of the May 13, 2010 regular meeting with the correction that Mr. Pereira was present at the meeting. Motion passed unanimously.

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

PUBLIC PARTICIPATION: None.

COMMUNICATIONS: None.

REVENUE ENHANCEMENT REPORT:

Kim Carman presented a proposal to hold a Home Show at the school on March 19, 20, and 21, 2011. He informed the committee that the proposal includes activities such as raffles, entertainment for children, and home improvement demonstrations. There will be free admission and exhibit booths will be sold for \$300.00 for Canal Chamber of Commerce members and \$400.00 for non-members. No up-front expenses will be incurred and Mr. Carman is estimating a profit of \$8,800.00. Ms. Blackwell made a motion, seconded by Mr. Fichtenmayer, to approve the March 2011 Home Show. Motion passed unanimously.

Mr. Carman then presented a proposal for placemat advertising in the Canalside Dining Room. The proposal, which will be launched in September, includes sixteen ads on a placemat and the ads will be sold at a cost of \$75.00 each. Mr. Fichtenmayer made a motion, seconded by Mr. Pearce, to proceed with the placemat advertising proposal. Motion passed unanimously.

NEW BUSINESS:

TOWN CLERK'S OFFICE

2010 JUL 13 PM 2 06

LPN Program – Patricia Gales, Director of the Practical Nurse Program, presented a comprehensive overview of the LPN Program. She discussed the program's mission, and the curriculum design. She also presented statistics regarding full and part-time employment of the graduates. A discussion ensued regarding the difficulty that LPN graduates face should they choose to go on to a Registered Nursing program. Committee members inquired about adding that component to the Evening School program. Ms. Gales suggested that it would be more feasible to form a partnership with Cape Cod Community College or Bristol Community College and have them administer the program at UCT. Ms. Gales and Mr. Farr with set up a meeting with the President of Cape Cod Community College to further discuss this matter.

Request for Property Grading Easement – Thomas Pappas, owner of Chase Estates which is located adjacent to the school grounds, requested that the school grant him a grading easement to allow for the elimination of retaining walls along his property. Michael Fabbiano, engineer, stated that the school would be compensated for any material that is removed from school property. Mr. Haynes requested that the area of the proposed area be staked out and stated that the School Committee would then take the issue under advisement.

REPORT OF COMMITTEES:

Curriculum Sub-Committee – The next scheduled meeting is June 16th.

MASC REPORT: Mr. Pereira informed the committee that, in the current MASC newsletter, there is a whole page dedicated to the open meeting laws which will become effective July 1st.

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 the Evening of Excellence which was attended by over 400 people. Due to the large turnout, the event was held in the gymnasium this year. Mr. Farr stated that the graduation ceremony was held on-campus for the third year. School Committee members offered the following suggestions for next year's graduation ceremony: placing cards in front of the tool awards table indicating the award recipient, handrails where the girls exit the stage or a faculty marshal at the exit to assist them off the stage, and finding a way to anchor the flag down.

PTO REPORT: Mr. Chalke reported that the Teachers' Appreciation luncheon that the PTO hosted was a great success. The PTO also served breakfast to the incoming freshmen during their placement testing that took place on a Saturday morning in May.

The group is also considering hosting a blood drive. He informed the committee that raffle ticket for the shed fundraiser will be available soon. The next meeting will be held on June 14th at 6:00 p.m.

OLD BUSINESS:

Wind Turbine Sub-Committee – Mr. Pereira updated the committee on a recent meeting with representatives from the Cape & Vineyard Electric Cooperative regarding a partnership for the wind turbine. Mr. Fichtenmayer made a motion, seconded by Ms. Blackwell, that the Cape & Vineyard Electric Cooperative make a presentation at the July meeting. Motion passed unanimously.

School Committee Workshop Discussion – Ms. Blackwell made a motion, seconded by Mr. Chalke, to table this agenda item until the next meeting. Motion passed unanimously.

NEW BUSINESS:

School Lunch Price – Mr. Zmuda made a motion, seconded by Mr. Fichtenmayer, that the school lunch price be raised to \$2.50 for the 2010-2011 school year. Eight in favor; Mr. Pereira opposed. Motion passed.

Spring Program Advisory Minutes – Mr. Pearce made a motion, seconded by Ms. Blackwell, to table this agenda item until the next meeting. Motion passed unanimously.

Spray Booth Bid Award – Mr. Pearce made a motion, seconded by Mr. Chalke, to accept the sole bid of \$79,721.60 for the purchase of a paint spray booth. Motion passed unanimously.

Student Handbook Revisions – Roger Forget presented the proposed revisions for the 2010-2011 student handbook. Ms. Blackwell made a motion, seconded by Mr. Fichtenmayer, to approve the revisions as presented. Motion passed unanimously.

Football Program – Mr. Dutch informed the committee that he attended the MIAA District D meeting on June 2nd. At that meeting, Mr. Dutch; UCT Athletic Director, Bob Joyce; and BHS Principal, Ron McCarthy presented their proposal to continue with the UCT / Bourne High cooperative football team. Unfortunately, the committee voted 3-2 against their proposal. UCT's current grade 9, 10 and 11 players would be grandfathered and allowed to continue to play on the team. However, our incoming freshmen and all future students would not be afforded the opportunity to play football. There are currently 22 grade 9, 10, and 11 UCT students signed up to play football in the fall. Currently, it appears that there are approximately 35 students who would be willing to play on a freshman / junior varsity team next fall. An estimated cost to run the program in the first year is \$65,000 to include insurance, equipment, coaches, etc. Mr. Pereira made a motion, seconded by Mr. Fichtenmayer, to start a football team at any level that is required. A discussion ensued regarding the preparation of playing fields.

Mr. Farr stated that they have come up with a rough estimate of \$100,000 for field costs. Mr. Joyce stated that the team could play an away game schedule for the first season so that they would just need a practice field. Mr. Pearce stated that he was completely against a UCT football program and requested that he be granted "freedom of the room." Mr. Haynes informed Mr. Pearce that there is no such thing as "freedom of the room" and provided Mr. Pearce with a letter from school counsel indicating that. Mr. Pearce stated that a cost of \$165,000 for football would come down to \$8,250.00 per student to play football. He requested a complete breakdown of how much the football program will cost. Mr. Pearce stated that the federal government is cutting all money to the state by 25%, the school has a septic system to worry about, and he just can't see spending this kind of money on football. He went on to say that he thinks it will end up costing closer to \$400,000 to get a football program started. Mr. Agrillo stated that he would like to go on record as being opposed to the addition of a football program. He went on to say that he believes the figures shown are not accurate and thinks it will cost closer to \$600,000. He then stated that he will vote for football if all other sports are eliminated. Roll call vote; Mr. Pereira, Mr. Zmuda, Mr. Fichtenmayer, Ms. Blackwell, Mr. Chalke and Mr. Haynes in favor; Ms. Manduca, Mr. Agrillo, and Mr. Pearce opposed – Motion passed.

Budget Transfers – Ms. Crosby distributed a revised list of recommended budget transfers from what was provided in the mailout. Mr. Pearce stated that he was not comfortable with voting on these transfers when he was just given the information. Mr. Pearce made a motion, seconded by Ms. Manduca, to table the budget transfers. Mr. Pearce questioned why there is \$500,000 to spend at the end of the school year and stated that more forethought is needed. Mr. Farr explained that we were expecting 9C cuts back in the fall, \$155,000 was encumbered due to anticipated cuts in regional transportation, and \$180,000 was over budgeted in health insurance due to deaths of retirees and fewer employees enrolling for family health insurance plans than expected. Finally, there were a number of open positions that did not get filled this year but remained in the budget. The Superintendent informed the committee that monthly Budget Sub-Committee meetings will now be held. Roll call vote; Mr. Pearce, Mr. Agrillo, Ms. Manduca, and Mr. Chalke in favor; Mr. Pereira, Mr. Zmuda, Ms. Blackwell, Mr. Fichtenmayer and Mr. Haynes opposed – Motion to table failed.

- Mr. Pearce made a motion, seconded by Mr. Chalke, to transfer \$80,000 from Special Ed teachers (50-2310-0100) to Instructional Supplies (50-2430-0500) for the purchase of the paint spray booth. Roll call vote – Motion passed unanimously.
- Ms. Blackwell made a motion, seconded by Mr. Fichtenmayer, to transfer \$24,550 from Special Ed teachers (50-2310-0100) to Instructional Supplies (50-2430-0500) for the purchase of a panel saw. Roll call vote – Motion passed unanimously.
- Ms. Blackwell made a motion, seconded by Mr. Chalke, to transfer \$6,950 from Special Ed teachers (50-2310-0100) to Instructional Supplies (50-2430-0500) for the purchase of a floral cooler. Roll call vote – Motion passed unanimously.

- Mr. Agrillo made a motion, seconded by Mr. Fichtenmayer, to transfer \$2,459 from Special Ed teachers (50-2310-0100) to Instructional Supplies (50-2430-0500) for an instructional mannequin for Cosmetology. Roll call vote – Motion passed unanimously.
- Mr. Pereira made a motion, seconded by Mr. Chalke, to transfer \$3,148 from Special Ed teachers (50-2310-0100) to Instructional Supplies (50-2430-0500) for a Smart Board and projector for Health Careers. Roll call vote – Motion passed unanimously.
- Mr. Agrillo made a motion, seconded by Mr. Chalke, to transfer \$9,859 from Special Ed teachers (50-2310-0100) to Instructional Supplies (50-2430-0500) for the purchase of an ES Scanner for the Practical Nursing program. Roll call vote – Motion passed unanimously.
- Ms. Blackwell made a motion, seconded by Mr. Pereira, to transfer \$4,600 from Special Ed teachers (50-2310-0100) to Instructional Supplies (50-2430-0500) for a turf lift and small engines for Landscape Contracting. Roll call vote – Motion passed unanimously.
- Mr. Pereira made a motion, seconded by Ms. Blackwell to transfer \$11,600 from Special Ed teachers (50-2310-0100) to Instructional Supplies (50-2430-0500) to fund the yearly county paper bid. Roll call vote – Motion passed unanimously.
- Mr. Pereira made a motion, seconded by Mr. Pearce, to transfer \$13,000 from Library Clerical (50-2340-0200) to Professional Development (50-2357-0600) for the *High Schools that Work* conference. Roll call vote – Motion passed unanimously.

Mr. Pearce made a motion, seconded by Mr. Fichtenmayer, to create a Reserve for Building Improvements account. Roll call vote – Motion passed unanimously.

- Mr. Pearce made a motion, seconded by Mr. Fichtenmayer, to transfer \$3,500 from Health & Life (50-5100-0600-01) to Reserve for Building Improvements (50-8275-0000). Roll call vote; Mr. Fichtenmayer, Ms. Manduca, Mr. Agrillo, and Mr. Pearce in favor; Mr. Pereira, Mr. Zmuda, and Mr. Chalke opposed; Ms. Blackwell and Mr. Haynes abstained – Motion passed.
- Mr. Pearce made a motion, seconded by Ms. Manduca, to transfer \$2,650 from Health & Life (50-5100-0600-01) to Reserve for Building Improvements (50-8275-0000). Roll call vote; Ms. Blackwell, Mr. Fichtenmayer, Ms. Manduca, Mr. Agrillo, Mr. Zmuda, Mr. Haynes and Mr. Pearce in favor; Mr. Pereira and Mr. Chalke opposed – Motion passed.
- Mr. Pearce made a motion, seconded by Mr. Pereira, to transfer \$20,000 from Health & Life (50-5100-0600-01) to Grounds (50-4210-0500) for athletic fields, landscaping and irrigation. Roll call vote – Motion passed unanimously.

- Mr. Pearce made a motion, seconded by Mr. Pereira, to transfer \$60,000 from Teachers (50-2305-0100-01) and \$2,924 from Health & Life (50-5100-0600-01) to Ground Equipment & Snow (50-4210-0600) for the purchase of a dump truck, sander and plow. Roll call vote – Motion passed unanimously.
- Mr. Pereira made a motion, seconded by Mr. Zmuda, to transfer \$65,000 from Instructional Assistants (50-2330-0300) to Reserve for Football Program (50-8251-0000) for the purchase of equipment and uniforms needed for the implementation of a football program. Ms. Blackwell, Mr. Chalke, Mr. Fichtenmayer, Mr. Haynes, Mr. Pereira and Mr. Zmuda in favor; Mr. Agrillo, Ms. Manduca and Mr. Pearce opposed – Motion passed.
- Mr. Fichtenmayer made a motion, seconded by Mr. Zmuda, to transfer \$100,000 from Health & Life (50-5100-0600-01) and \$50,004 from Special Ed Teachers (50-2310-0100) to Reserve for Athletic Field Renovation (50-8250-0000) for the expansion of fields to include football. Ms. Blackwell, Mr. Chalke, Mr. Fichtenmayer, Mr. Haynes, Ms. Manduca, Mr. Pereira and Mr. Zmuda in favor; Mr. Agrillo and Mr. Pearce opposed – Motion passed.
- Mr. Agrillo made a motion, seconded by Mr. Pereira, to transfer \$8,153 from Health & Life (50-5100-0600-01) to Principal Dues (50-2210-0600). Mr. Fichtenmayer, Ms. Manduca and Mr. Pereira in favor; Mr. Agrillo, Ms. Blackwell, Mr. Chalke, Mr. Haynes, Mr. Pearce and Mr. Zmuda opposed – Motion failed. Ms. Blackwell made a motion, seconded by Mr. Pearce, to transfer \$8,153 from Health & Life (50-5100-0600-01) to Reserve for Building Improvements (50-8275-0000). Roll call vote – Motion passed unanimously.
- Mr. Agrillo made a motion, seconded by Mr. Fichtenmayer, to transfer \$39,986 from Health & Life (50-5100-0600-01) to Technology Supplies (50-2451-0500) for the purchase of computer and lap top batteries. Roll call vote – Motion passed unanimously.
- Ms. Blackwell made a motion, seconded by Mr. Zmuda, to transfer \$18,000 from Bus Drivers (50-3300-0100) and \$27,000 from Transportation Contracted (50-3300-0400-02) to Transportation Supplies (50-3300-0500) for the purchase of the new Type A school bus. Roll call vote – Motion passed unanimously.

Other –

School Committee members inquired as to why the electronic sign at the entrance to the school isn't working. Mr. Farr informed that there is a warranty part on order.

Mr. Pearce made a motion, seconded by Mr. Fichtenmayer, to form a sub-committee for reorganization of the administrative structure. Mr. Pearce stated that he would like to see Mr. Dutch appointed as Assistant Superintendent and Mr. Forget appointed as Principal. School Committee members were informed that the School Committee does not hire the Principal but does hire the Assistant Superintendent. Roll call vote – Motion

passed unanimously. Mr. Haynes stated that he would appoint a sub-committee for this purpose. The sub-committee will research the matter and make a recommendation to the full committee.

Ms. Blackwell made a motion, seconded by Mr. Fichtenmayer, to adjourn the regular meeting at 10:30 P.M. Motion passed unanimously.

A True Copy Attest

Date: _____

7/9/00
(Seal)


Kevin C. Farr, Secretary

Upper Cape Cod Regional Technical School

220 SANDWICH ROAD, BOURNE, MASSACHUSETTS 02532

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Kevin C. Farr
Superintendent

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2010 JUN 8 PM 12 59
TOWN CLERK'S OFFICE
BOURNE, MASS

REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY
JUNE 10, 2010

BUDGET SUB-COMMITTEE MEETING
5:00 P.M. - CONFERENCE ROOM



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

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REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY
JULY 8, 2010REGULAR 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 June 10, 2010 Regular Meeting
5. Communications
6. Revenue Enhancement Report
7. Report of Committees
8. MASC Report
9. Presentation of Bills
10. Superintendent's Report
11. Principal's Report
12. PTO Report
13. Old Business
 - A. Spring Program Advisory Minutes
 - B. Football Program Update
 - C. Athletic Field Update
14. New Business
 - A. FY10 End of Year Budget Transfers
 - B. FY11 Budget Transfers
 - C. Superintendent / School Committee Communication
 - D. Other

Executive Session

"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 8, 2010 MEETING HELD AT THE SCHOOL

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

ABSENT: Kenneth Pereira

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

Mr. Agrillo stated that he would like to see a better audio recording system in place for the meetings. The system we are currently using is difficult to hear when played back. Mr. Haynes stated that he would look into having a recording system integrated into the existing audio amplifying equipment.

APPROVAL OF MINUTES: A motion was made by Ms. Blackwell, seconded by Mr. Zmuda, for approval of the minutes of the June 10, 2010 regular meeting. Mr. Pearce questioned the motion regarding the football program. The motion read as follows: "*Mr. Pereira made a motion, seconded by Mr. Fichtenmayer, to start a football team at any level that is required.*" Mr. Pearce stated that he thought the motion was to start a freshman team only. The notes from the June meeting were reviewed by the Chair and the motion stated in the June minutes was deemed accurate. Roll call vote: Mr. Zmuda, Mr. Fichtenmayer, Ms. Blackwell, Ms. Manduca, Mr. Chalke and Mr. Haynes in favor; Ms. Manduca, Mr. Agrillo, and Mr. Pearce opposed – Motion passed.

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

PUBLIC PARTICIPATION: None.

COMMUNICATIONS: The Superintendent read a thank you note from a graduate of the Class of 2010 thanking the school for a \$500 scholarship. He then read a letter of resignation from the school physician. Finally, Mr. Farr read a letter from the National Automotive Technicians Education Foundation informing the school that the Automotive Technology department has been recertified in Brakes, Electrical/Electronic Systems, Engine Performance, Engine Repair, Heating & Air Conditioning, and Suspension & Steering.

2010 AUG 25 PM 3 08

REVENUE ENHANCEMENT REPORT: Mr. Fichtenmayer read Kim Carman's monthly report which included an update on the Home Show, website advertising, placemat

advertising, and ATM revenues. Mr. Agrillo asked if it was a conflict of interest to solicit ads from companies that we do business with on a regular basis. Mr. Farr stated that he would pose that question to school counsel or the state ethics commission.

REPORT OF COMMITTEES:

Curriculum Sub-Committee – Ms. Blackwell informed the committee that she and Mr. Fichtenmayer met recently with Mr. Dutch. It appears that there is an overlap of curriculum in certain areas so they will be developing scoping and sequences in groups of three. The first group of three will be ready in the fall.

Negotiations Sub-Committee – Mr. Haynes reported that a tentative agreement has been reached with Unit A.

MASC REPORT: Ms. Blackwell informed the committee that the Resolution Sub-Committee is meeting this week and that the Board of Directors will meet next week.

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 updated the committee on the state budget situation and stated that they adjusted the minimum contributions from the towns. Mr. Agrillo requested a listing of the school districts in the state and the percentage of education funding allotted to each district.

PRINCIPAL'S REPORT: Mr. Dutch reported that he, along with several staff members, attended the Massachusetts Association of Vocational Administrators annual conference in June. He informed the committee that the summer programs started this week. There are three programs running – the freshman transition program, an integration program, and an Educational Proficiency Plan program for student who did not meet proficient in their MCAS testing. Finally, he stated that he would be attending the National High Schools that Work annual conference in Nashville next week with two school committee members and four staff members.

PTO REPORT: Mr. Chalke stated that the PTO is waiting for the arrival of the raffle tickets for the Ram Shed. Their next meeting will be held in September.

OLD BUSINESS:

Spring Program Advisory Minutes – Ms. Blackwell made a motion, seconded by Mr. Chalke, for approval of the spring program advisory minutes as presented. Motion passed unanimously.

Football Program Update – Mr. Dutch stated that estimated costs for the first two years of football were included in the packet that was mailed to the committee. He distributed a more detailed cost breakdown. Committee members questioned additional expenses such as police, ambulance, EMT, and the reconditioning of equipment. Questions were also raised regarding the cost of a scoreboard and weight room. Mr. Agrillo requested a breakdown of the cost of each sport as well as the number of student participants for each sport. A discussion then ensued regarding the co-op track team with Bourne High School. Mr. Farr stated that no new student athletes will be able to participate in track. The existing six participants will be grandfathered. At this time, there is not enough student interest to justify a UCT track team. Mr. Pearce questioned why the Superintendent didn't inform the School Committee of the possibility of MIAA eliminating the Bourne-UCT cooperative football team. Mr. Pearce then distributed a copy of an e-mail from the Executive Director of the MIAA. The e-mail was addressed to the Principal of Bourne High School and spoke to the MIAA's decision not to renew the co-op football team. Mr. Pearce read a highlighted portion of the e-mail which stated: "Your District Leadership reports that you were advised two years ago that renewal would be rejected if the number of participants remained incongruent with the established criteria. Further, I am informed that your Committee has grandfathered all UCT participants of last year until they graduate, so as not to remove a privilege these students enjoyed this past fall." A discussion ensued regarding the implementation of student user fees for sports. At this time, no user fees are charged. The committee agreed to make athletic user fees an agenda item for the next meeting.

Athletic Field Update – Mr. Forget and Mr. McCue distributed a diagram exhibiting where the proposed athletic fields would be. Mr. Fichtenmayer made a motion, seconded by Ms. Blackwell, to approve the required 2.5 weeks of employment of a staff member to perform a GPS survey of the land for this purpose. Roll call vote – Ms. Blackwell, Mr. Chalke, Mr. Fichtenmayer, Mr. Haynes, Ms. Manduca, and Mr. Zmuda in favor; Mr. Agrillo and Mr. Pearce opposed – Motion passed.

Mr. Agrillo stated that a land survey should be completed on the entire property. Ms. Blackwell made a motion, seconded by Mr. Agrillo, to take money out of Grounds' Supplies or Building Contractual for the purpose of surveying the school's property boundaries. Motion passed unanimously.

NEW BUSINESS:

FY10 End of Year Budget Transfers –

Ms. Blackwell made a motion, seconded by Mr. Zmuda, to make the following budget transfers for FY2010 to cover shortfalls:

- Transfer \$542 from School Committee Other (50-1110-0600) to School Committee Clerical (50-1110-0200)
- Transfer \$874 from SD Travel (50-1210-0600-01) to SD Advertising (50-1210-0600-02)
- Transfer \$768 from SD Travel (50-1210-0600-01) to SD Dues & Subscriptions (50-1210-0600-03)
- Transfer \$2,895 from Principal Clerical (50-2210-0200) to Business Legal (50-1430-0400)
- Transfer \$617 from Library Clerical (50-2340-0200) to Library Teacher (50-2340-0100)
- Transfer \$4,650 from Guidance Counselors (50-2710-0100-02) to Psychological Contractual (50-5800-0400-02)
- Transfer \$1,458 from Coaching (50-3510-0300) to Officials & Fees (50-3510-0400)

Motion passed unanimously.

Mr. Pearce stated that he would have liked to have been informed at the last meeting that these shortfalls were coming.

FY11 Budget Transfers –

Ms. Blackwell made a motion, seconded by Mr. Fichtenmayer, to approve the following budget transfers for FY2011:

- Transfer \$7,920 from Instructional Assistants (50-2330-0300) to Grounds Salaries (50-4210-0300)
- Transfer \$10,560 from Instructional Assistants (50-2330-0300) to Building Salaries (50-4220-0100)
- Transfer \$3,917 from Professional Development Subs (50-2355-0300) to Principal Clerical (50-2210-0200)

Motion passed unanimously.

School Committee / Superintendent Communication – Mr. Haynes stated that there seems to be some major breakdowns in communication between the School Committee and the Superintendent. He has addressed this with Mr. Farr, pointing out areas of concern such as the paint spray booth, unanticipated budget transfers, the football program and problems within the staff. Mr. Haynes invited other members of the committee to voice their concerns. Mr. Pearce remarked that the committee should have been given more notice about the plans for a football program and requested that all documentation that is provided to the School Committee be dated. He also discussed the pipe threading machine and the fact that it was a recommended purchase but was never discussed in the advisory minutes. Mr. Chalke agreed with many of the points brought up. He stated that there is no follow-up on many items such as the traffic officer at the school entrance, the wind turbine, and the establishment of a 501c3.

Other – Mr. Agrillo stated that he had been approached by a resident of Bourne who was complaining about the Marine program. Mr. Agrillo then asked whose responsibility it is to put cement under the gas tanks in place of the wood that is currently there. Discussion ensued regarding the proper way for committee members to handle complaints from residents.

Ms. Crosby distributed the FY11 assessment with revised minimum contributions. The revised assessments will be discussed at the next meeting.

The committee agreed to meet on Thursday, August 19th at 6:15 p.m.

Ms. Blackwell made a motion, seconded by Mr. Fichtenmayer, to adjourn the regular meeting at 9:17 P.M. Motion passed unanimously.

A True Copy Attest

Date: 8-22-10

(Seal)

Kevin C. Farr
Kevin C. Farr, Secretary

Upper Cape Cod Regional Technical School

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REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY
JULY 22, 2010

ADMINISTRATIVE RESTRUCTURING SUB-COMMITTEE MEETING
6:00 PM - CONFERENCE ROOM

2010 JUL 20 AM 11 49
TOWN CLERK'S OFFICE



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

Upper Cape Cod Regional Technical School

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REGIONAL SCHOOL COMMITTEE MEETING

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THURSDAY - AUGUST 19, 2010

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 July 8, 2010 Regular Meeting
5. Communications
6. Revenue Enhancement Report
7. Report of Committees
8. MASC Report
9. Presentation of Bills
10. Superintendent's Report
11. Principal's Report
12. PTO Report
13. Old Business
 - A. Pappas Property
 - B. Wind Turbine Update
 - C. FY09 Audit Report
14. New Business
 - A. Athletic User Fees
 - B. Surplus Equipment Disposal Authorization
 - C. FY11 Minimum Contribution Discussion
 - D. Policy Review
 1. Policy DC - Taxing and Borrowing Authority /Limitations
 2. Policy DI - Fiscal Accounting & Reporting
 3. Policy DJA - Purchasing Authority
 4. Policy FE - Facilities Construction
 - E. School Committee Meeting Schedule
 - F. Other

Executive Session

- A. Real Estate

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



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
AUGUST 19, 2010 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; Rose Crosby; Sharon Brito, Recording Secretary.

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

APPROVAL OF MINUTES: A motion was made by Ms. Blackwell, seconded by Mr. Chalke, for approval of the minutes of the July 8, 2010 regular meeting. Roll call vote: Mr. Zmuda, Mr. Fichtenmayer, Ms. Blackwell, Ms. Manduca, Mr. Chalke, Mr. Haynes and Ms. Manduca in favor; Mr. Agrillo, and Mr. Pearce opposed; Mr. Pereira abstained – Motion passed.

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

PUBLIC PARTICIPATION: None.

COMMUNICATIONS: The Superintendent read a thank you note from a recent retiree as well as a letter of resignation from a Health Careers Instructor.

REVENUE ENHANCEMENT REPORT: Mr. Farr reported that he had met with Mr. Carman recently regarding the Home Show scheduled for March 2011. Mr. Carman has quite a few leads for the sale of booth space. Mr. Farr and Mr. Carman will both attend the Canal Chamber's *Business After Hours* next week to further promote the Home Show.

REPORT OF COMMITTEES: None.

MASC REPORT: None.

PRESENTATION OF BILLS: Bills were circulated.

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TOWN CLERK'S OFFICE
BORNEOUGH

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 the committee that he has implemented a different format for his report in an effort to enhance communication. The new format is more of a detailed narrative updating the committee on tasks and initiatives the Superintendent has undertaken. Mr. Farr stated that he had recently received an e-mail from the Massachusetts School Building Authority regarding the Green Schools Project, a green repair program created to replace aging roofs, windows and heating systems. Since the school's windows are forty years old, Mr. Farr would like to complete a Statement of Interest for replacement of the windows and will be preparing a draft application package for the committee's review. The Statement of Interest is due on September 22nd so can be voted on at the September meeting. Mr. Farr informed the committee that he will get the draft to them as soon as it is available.

PRINCIPAL'S REPORT: Mr. Dutch reported that he attended the annual High Schools that Work conference in Louisville, Kentucky along with four staff members and two School Committee members. The group gained valuable information which will be shared once school starts. He informed the committee that the school year will start with 182 freshmen. The scheduling of all the students and classrooms has been completed. He reminded the committee that the Freshman Barbecue will take place on Monday, August 23rd at 5:00 p.m. Mr. Dutch updated the committee on the purchasing of the football equipment. Mr. Pearce inquired about an athletic trainer and what the expense will be for that. He further stated that he would like to see a financial layout of exactly what the football program is going to cost over the next five years.

OLD BUSINESS:

Pappas Property – The meeting was adjourned from 6:57 p.m. until 7:00 p.m. while the Chair consulted with legal counsel regarding whether the matter should be discussed in Open Session or Executive Session. It was determined that the matter would be discussed in Executive Session.

Wind Turbine Update – Mark Zielinski, Barnstable County Administrator and Treasurer of the Cape & Vineyard Electric Cooperative (CVEC); and Maggie Downey, Assistant Barnstable County Administrator and Clerk of the Cape & Vineyard Electric Cooperative, presented a background of their organization and explained how the cooperative works. Mr. Zielinski outlined their proposal to the school. The CVEC would install a 1.5MW turbine on school property. The school would utilize approximately one-third of the power generated and would agree to buy a set number of kilowatts from CVEC at a fixed price. The school would be paid a \$50,000 annual lease payment from the CVEC. In addition, UCT would save approximately \$23,612 annually in energy costs for a combined annual savings of approximately \$73,612.00. Ms. Downey discussed the expected timeline for a project of this caliber. She estimated that it would be a two-year project and that the power purchase agreement and lease agreement documents have been drafted and are ready for counsel's review if the district decides to move forward with the project.

FY09 Audit Report – Mr. Pereira inquired about the three recommendations that were made by the auditor in this report and asked if they had been rectified. The first recommendation dealt with federal award bid notice regulations. Any projects funded with Perkins or other federal funds must clearly state the dollar amount of federal funds for the project and the percent of the total cost of the project that will be financed with federal funds. This requirement applies to bids, press releases, statements or other documents describing the project. Allan Smith, CPA, recommended that all formal communications involving the use of federal grant funds include sufficient information to comply with the Stevens Amendment. The second recommendation involved documentation of the receipt of goods. The accounting policies of the District require the acceptance of goods or services to be supported with acknowledgement by the individual accepting by signing the packing slip or invoice. It is recommended that this policy be enforced and that all purchases be supported by an acknowledgement of acceptance prior to payment. The final recommendation involved personal use purchases. Mr. Smith recommended that the District review internal controls over employee purchases to ensure sales and use tax is properly assessed and collected. Mr. Farr ensured Mr. Pereira that the first two recommendations have been implemented. To address the third recommendations, personal purchases are no longer permitted.

NEW BUSINESS:

Athletic User Fees – School Committee members were provided with a survey of athletic user fees across the state. Mr. Pearce made a motion, seconded by Ms. Blackwell for discussion, to implement a user fee consistent with the highest amount of money charged by a member town. The highest amount charged by a member town would be \$150.00 per sport with a family cap of \$600.00. Mr. Dutch stated that he is not in favor of user fees although he can understand the committee's rationale for considering implementing the fees. He informed the committee that no vocational-technical school in the state charges user fees. There are no user fees for a number of reasons, one of which is the fact that regional students have to travel further so school administrators do not want to implement fees and discourage student participation. A discussion ensued regarding how to deal with students who are unable to afford the user fees. Ms. Blackwell made a motion, seconded by Mr. Pearce, to table this agenda item. Motion passed unanimously.

Surplus Equipment Disposal Authorization – Ms. Blackwell made a motion, seconded by Mr. Fichtenmayer, to dispose of the following surplus items through the public bidding process:

- 1992 Dodge Pickup Truck
- John Deere Snow Blower
- Medical Examination Table, UM, 120V
- (2) Air Filters Northern Air Pollution Fighters Model (AR500)
- Metal Fencing, Black, approx. 55 sections 5x8 with vertical posts
- Automotive Spray booth, Devilbiss Concept approx. 14x24 with vent and exhaust fan/motor
- Approximately 200 fiberglass chairs

Motion passed unanimously.

FY11 Minimum Contribution Discussion – Mr. Farr explained that there was a change in the minimum contributions to the voted FY11 budget as a result of the Governor's final budget which was voted on June 30th. He stated that the committee has the option to rescind and revote the budget or leave it as it stands. The total is a difference of \$753.00 disbursed over the five district towns. Ms. Blackwell made a motion, seconded by Mr. Pereira, to follow the recommendation of the Superintendent and not to change the FY11 budget. Motion passed unanimously.

Policy Review –

Policy DC – Taxing and Borrowing Authority / Limitations: Mr. Pearce stated that he wanted to bring this policy to the committee's attention so that everyone realizes that the policy states that the committee is authorized to purchase land.

Policy DI – Fiscal Accounting & Reporting: Mr. Pearce stated that he wanted to confirm that the Treasurer is receiving a monthly financial statement. Mr. Farr ensured the committee that a monthly statement is provided to the Treasurer.

Policy DJA – Purchasing Authority: The current policy states that School Committee approval of purchases is only necessary for items that are put out to bid in accordance with Massachusetts general laws. The law requires the district to go out to bid on purchases of \$25,000 or more. Mr. Pearce recommended that the amount necessary for School Committee approval be changed to \$12,500. Ms. Blackwell agreed to draft a policy for initial approval at the September meeting.

Policy FE – Facilities Construction: Mr. Pearce stated that, according to the policy, the School Committee must approve any physical changes to the building or to the school grounds. A discussion ensued regarding exactly what type of projects this policy would apply to. Ms. Blackwell suggested that the policy be moved to the Policy Sub-Committee for further review and discussion.

School Committee Meeting Schedule – Mr. Pearce stated that he feels the School Committee needs to meet more frequently; at least twice a month during the school year and once a month during the summer months. After input from the Committee, no motion was made and the members agreed to discuss it at a later date.

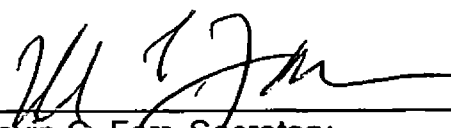
PTO REPORT: Mr. Chalke informed the committee that the Ram Shack Raffle is well underway and that he has tickets available for purchase. The PTO is hoping to schedule a school dance on October 1st and a Homecoming Dance on November 19th.

Ms. Blackwell made a motion, seconded by Mr. Fichtenmayer, to adjourn the regular meeting at 9:18 P.M. to enter into Executive Session for the purpose of discussing real estate and not to return to Open Session. Roll call vote - Motion passed unanimously.

A True Copy Attest

Date: _____

(Seal)


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REGIONAL SCHOOL COMMITTEE MEETING

MONDAY
AUGUST 30, 2010

TRAFFIC LIGHT SUB-COMMITTEE MEETING
5:30 P.M. - CONFERENCE ROOM

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TOWN CLERK'S OFFICE



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

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REVISED
REGIONAL SCHOOL COMMITTEE MEETING

MONDAY
AUGUST 30, 2010

TRAFFIC LIGHT SUB-COMMITTEE MEETING
5:30 P.M. - CONFERENCE ROOM

AGENDA

Discussion with Mark DeCicco re: Canalside Commons Property

2010 AUG 27 PM 3 30
TOWN CLERK'S OFFICE



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

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REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY
SEPTEMBER 9, 2010

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 August 19, 2010 Regular Meeting & August 19, 2010 Executive Session
5. Communications
6. Revenue Enhancement Report
7. Report of Committees
8. MASC Report
9. Presentation of Bills
10. Superintendent's Report
11. Principal's Report
12. PTO Report
13. Old Business
 - A. Athletic User Fees
 - B. Initial Approval: Policy DJA – Purchasing Authority
14. New Business
 - A. FY10 Audit Scope of Services
 - B. Common Core Standards Discussion
 - C. Green Repair Program Statement of Interest
 - D. Football Update
 - E. November Meeting Date
 - F. Other

Executive Session

- A. Real Estate
- B. Unit A Contract Ratification
- C. Non-Contractual Salaries

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



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

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TOWN CLERK'S OFFICE

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE

2010 SEPTEMBER 9, 2010 MEETING HELD AT THE SCHOOL

TOWN CLERK'S OFFICE

BOURNE, MASS 01939

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

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

APPROVAL OF MINUTES: A motion was made by Ms. Blackwell, seconded by Mr. Fichtenmayer, for approval of the minutes of the August 19, 2010 regular meeting. Motion passed unanimously.

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

PUBLIC PARTICIPATION: None.

COMMUNICATIONS: The Superintendent read a note from a 2010 graduate thanking the school for the \$500 scholarship he was granted.

REVENUE ENHANCEMENT REPORT: Mr. Farr read the following report from Kim Carman into the meeting record:

Much activity has taken place throughout the summer with regards to the Home Show project. Much of my time this summer has been taken up with backroom operations pertaining to the Home Show, meeting with potential clients, and fielding phone calls. We have met with the Chamber, attended a Chamber After Hours event and have received much interest in the show. The Chamber has distributed an "e-mail blast" that was very successful. We have strong interest from at least 10 vendors to date with verbal commitment from 50% of those. We remain on track for this time period according to our exhibition vendor.

Because of the time spent on this project and the fact that my day job was very short-handed throughout the summer, which dramatically reduced my downtime to work on the UCT projects, the placemat program is slightly behind track. I have 6 of the 16 ads committed to at this time, but still feel we could go to press by mid-October.

We are also actively pursuing additional website advertising, again that project has, for lack of a better word, taken a back seat to jump start the Home Show event.

The ATM was surprisingly active throughout the summer. We are now at 71 transactions since its launch on April 22nd, and has generated \$209.00 in fee income.

I do have to warn the committee that my day job has taken a downturn due to the economy, and the business I work for is in serious financial condition. I have several applications for employment pending at this time, and if any do materialize, my 11-hour split day may go the way of a regular working shift. If this happens it would have a dramatic effect on the amount of time I have been able to spend on these projects. In the interim, I will continue to work diligently on the many initiatives we have in place at this time.

As always, please feel free to contact me at any time at 508 889-7123 or at kcarman172@aol.com.

REPORT OF COMMITTEES: The Administrative Restructuring Sub-Committee agreed to meet on September 15th at 5:00 p.m. Mr. Pearce reported that the Traffic Light Sub-Committee met recently with the owner of the adjacent property that was formerly slated for development as CanalSide Commons. Mr. Pearce stated that before any negotiations could begin, the school would want to see a commitment from the state that they would approve a traffic light on Sandwich Road.

MASC REPORT: Ms. Blackwell reminded the committee members that the Early Bird registration period ended tomorrow for the annual MASS/MASC Joint Conference in Hyannis.

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 teleconference that he recently participated in regarding Education Jobs Funding. This funding will be used to support educator and staff positions. We are awaiting grant applications at this time.

PRINCIPAL'S REPORT: Mr. Dutch discussed the opening of school, which went very smoothly. He discussed two mandatory training sessions that were held for staff on the in-service day; one on special education and the other on state law and school policy regarding bullying and harassment. Mr. Dutch also discussed the fall sports teams and reminded committee members that Open House is scheduled for September 23rd at 5:30 p.m.

PTO REPORT: Mr. Chalke informed the committee that raffle tickets for the Ram Shack are selling quickly and that the PTO members have been preparing for the Annual Craft Fair which will be held on November 20th and 21st. The next PTO meeting will be held on September 14th at 6:00 p.m.

OLD BUSINESS:

Athletic User Fees – Tabled until the next meeting.

Initial Approval / Policy *DJA-Purchasing Authority* – Ms. Blackwell read the proposed policy to the committee. The current policy states that School Committee approval of purchases is only necessary for items that are put out to bid in accordance with Massachusetts general laws. The law requires the district to go out to bid on purchases of \$25,000 or more. The proposed policy would require School Committee approval for purchases over the amount of \$15,000. The committee agreed to lower that amount from \$15,000 to \$12,500 and to add “where applicable” after the following sentence: “Proposed purchases of goods or services with a cost between \$12,500 and \$24,999 must come before the School Committee for approval following the acquisition of at least three quotes.” The revised policy will be presented at the next meeting.

NEW BUSINESS:

FY10 Audit Scope of Services – Allan Smith, CPA, distributed a written narrative of his firm’s intended scope of services for the FY10 audit. He described in detail what will be included in the auditing process and discussed the *End of the Year Report* that is submitted on an annual basis to the Department of Elementary and Secondary Education.

Common Core Standards Discussion – Mr. Farr informed the committee that the Common Core Standards, for both Mathematics and English Language Arts, had been approved by the state earlier this summer as part of *No Child Left Behind* and *Race to the Top*. Mr. Dutch explained that UCT will be changing what is taught, how it is taught, and how learning is assessed. New standards will help in the review of curriculum and this will be a nationwide, performance-based system. The standards will be college-ready and career-ready with consistent expectations for all – not dependent on a student’s zip code.

Green Repair Program Statement of Interest – The Superintendent reviewed the draft of the Green Repair Program statement of interest that was included in the mailout. The statement detailed the need for energy-efficient replacement windows throughout the school building. Mr. Farr explained that, should UCT be selected as a recipient for funding, 43% of the project cost will be provided from the state and UCT will be responsible for the remaining 57%. He further explained that Massachusetts School Building Authority architects and project managers must be utilized for this project. Mr. Pereira inquired as to whether or not the project would include the fiberglass in the gym and if replacement doors would also be considered. Mr. Pereira made a motion, seconded by Ms. Blackwell, to follow the recommendation of the Superintendent and approve the Green Repair Program Statement of Interest. Motion passed unanimously.

Football Update – Mr. Dutch presented a PowerPoint presentation exhibiting a detailed summary of projected costs for the program for Years 1 and 2. He also discussed possible costs for Years 2 through 5 and the expected annual budget for Year 3 and beyond. Discussion ensued regarding additional future expenditures that aren't necessities such as a scoreboard. Mr. Dutch discussed the enthusiasm that is being displayed by both the players and the student body for the new program. There is a lot of excitement in the school with the addition of a football program. Mr. Dutch also discussed the new concussion education program and informed the committee that a mailing will be sent home to all parents and student athletes asking for information on any previous head injuries that the student athlete may have suffered. Mr. Pearce commented on the expense of the football program, stating that the figures shown add up to roughly \$800,000. Mr. Agrillo asked Mr. Dutch how many students he expected to play football in future years. Mr. Dutch answered that he is estimating that 50 students will play football on an annual basis. Mr. Pearce asked to go on record stating that he did not appreciate being furnished this information on the night of the meeting that it is on the agenda. He would have preferred to receive the information in advance of the meeting.

November Meeting Date – The committee agreed to hold the November meeting date on Thursday, November 18th as the regularly scheduled date falls on Veterans' Day.

Other – Mr. Pearce stated that he had mentioned at last month's meeting that the committee should meet more than once a month. Since no one wants to do that at this time, Mr. Pearce feels that it is extremely important that the committee members are provided with any meeting materials earlier than they have been in the past. Mr. Agrillo questioned why School Committee members are not permitted to walk freely through the building when certain other individuals are. It was determined that the individual Mr. Agrillo was referring to was actually an employee of the district.

Ms. Blackwell made a motion, seconded by Mr. Fichtenmayer, to adjourn the regular meeting at 8:07 P.M. to enter into Executive Session for the purpose of discussing real estate and negotiations and to return to Open Session. Roll call vote – Ms. Blackwell, Mr. Chalke, Mr. Fichtenmayer, Mr. Haynes, Ms. Manduca, Mr. Pearce, Mr. Pereira, and Mr. Zmuda in favor; Mr. Agrillo opposed - Motion passed.

Open Session resumed at 9:41 P.M.

Unit A Negotiations – Ms. Blackwell made a motion, seconded by Ms. Manduca, to ratify the Unit A memorandum of agreement as presented. Roll call vote – Ms. Blackwell, Mr. Chalke, Mr. Haynes, Ms. Manduca, Mr. Pearce, Mr. Pereira, and Mr. Zmuda in favor; Mr. Agrillo and Mr. Fichtenmayer opposed - Motion passed.

Unit B Negotiations – Mr. Pereira made a motion, seconded by Ms. Blackwell, to ratify the Unit B memorandum of agreement as presented. Roll call vote – Ms. Blackwell, Mr. Chalke, Mr. Haynes, Ms. Manduca, Mr. Pearce, Mr. Pereira, and Mr. Zmuda in favor; Mr. Agrillo and Mr. Fichtenmayer opposed - Motion passed.


Non-Contractual Salaries – Mr. Pereira made a motion, seconded by Mr. Zmuda, to grant all non-contractual employees a salary increase of 2% for FY2011, FY2012, and FY2013. Roll call vote – Motion passed unanimously.

Ms. Blackwell made a motion, seconded by Mr. Pereira, to adjourn the regular meeting at 9:43 P.M. Motion passed unanimously.

A True Copy Attest

Date: _____

(Seal)


Kevin C. Farr, Secretary

Upper Cape Cod Regional Technical School

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TO: Mr. Kevin C. Farr
Superintendent

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REGIONAL SCHOOL COMMITTEE MEETING**WEDNESDAY
SEPTEMBER 15, 2010****ADMINISTRATIVE RESTRUCTURING SUB-COMMITTEE MEETING
5:00 P.M. - CONFERENCE ROOM**

1. Discussion regarding possible scenarios for restructuring

**BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM**

Upper Cape Cod Regional Technical School

220 SANDWICH ROAD, BOURNE, MASSACHUSETTS 02532

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TOWN CLERK'S OFFICE
BOURNE, MASS**REGIONAL SCHOOL COMMITTEE MEETING****MONDAY
SEPTEMBER 20, 2010****CURRICULUM SUB-COMMITTEE MEETING
6:00 P.M. - PRINCIPAL'S CONFERENCE ROOM****1. Review of Recently Revised Curricula**

- a. Horticulture
- b. Grade 11 Honors English



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FAX: 508-759-7208**REGIONAL SCHOOL COMMITTEE MEETING****MONDAY
SEPTEMBER 20, 2010****BUDGET SUB-COMMITTEE MEETING
5:00 - MULTI-PURPOSE ROOM****AGENDA**

1. Approval of Minutes of June 10, 2010 Meeting
2. Financial Budget Review
3. Federal Education Jobs Grant
4. Quarterly Report Review
5. Audit Correspondence
6. Other

"And such other business as may properly come before this meeting."TOWN CLERK'S OFFICE
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FAX: 508-759-7208**REGIONAL SCHOOL COMMITTEE MEETING****TUESDAY
SEPTEMBER 28, 2010****WIND TURBINE SUB-COMMITTEE MEETING
7:00 P.M. - CONFERENCE ROOM**

1. Presentation by JK Scanlan Company, Inc.

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FAX: 508-759-7208**REGIONAL SCHOOL COMMITTEE MEETING**WEDNESDAY
SEPTEMBER 29, 2010ADMINISTRATIVE RESTRUCTURING SUB-COMMITTEE MEETING
5:00 P.M. - CONFERENCE ROOM

1. Review of proposed job description for position of Assistant Superintendent/Principal

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100 STATE STREET
Bourne, MA 02532

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Superintendent

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REGIONAL SCHOOL COMMITTEE MEETING

**TUESDAY
OCTOBER 12, 2010**

**NEGOTIATIONS SUB-COMMITTEE MEETING
5:30 P.M. - CONFERENCE ROOM**

1. Review of Football Coaches' Salaries



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FAX: 508-759-7208**REGIONAL SCHOOL COMMITTEE MEETING****THURSDAY
OCTOBER 14, 2010****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 September 9, 2010 Regular Meeting
& September 9, 2010 Executive Session
5. Communications
6. Revenue Enhancement Report
7. Report of Committees
8. MASC Report
9. Presentation of Bills
10. Superintendent's Report
11. Principal's Report
12. PTO Report
13. Old Business
 - A. Final Adoption: Policy DJA - Purchasing Authority
14. New Business
 - A. Grant Update
 - B. NSBA Annual Conference
 - C. Financial Audit Contract Extension
 - D. MCAS / AYP Presentation
 - E. MASC Voting Delegate
 - F. Appointment of Representative to Cape Cod
Collaborative
 - G. Surplus Bid Awards
 - H. Assistant Superintendent / Principal Position
 - I. Other

Executive Session

- A. Real Estate



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

TOWN CLERK'S OFFICE
OCT 5 PM 8 55

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
OCTOBER 14, 2010 MEETING HELD AT THE SCHOOL

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

The meeting was called to order at 6:20 P.M. followed by the Pledge of Allegiance to the Flag.

Mr. Haynes presented Mr. Pereira with a plaque acknowledging his 22 years of service on the Upper Cape Tech School Committee, as Mr. Pereira is not running for re-election making this his final meeting.

APPROVAL OF MINUTES: A motion was made by Mr. Pereira, seconded by Ms. Blackwell, for approval of the minutes of the September 9, 2010 regular meeting. Motion passed unanimously.

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

PUBLIC PARTICIPATION: None.

COMMUNICATIONS: Mr. Farr read a thank you note from the President of The Friends of the Jonathan Bourne Public Library thanking him for serving as a judge at a recent Dancing with the Stars fundraiser. The Superintendent next read a letter of resignation from custodian, Chris Weixler. Chris has accepted a position as a teacher's aide in a school district. He then read a letter of resignation from Culinary Job Coach, Mary Sweet, who is re-locating to North Carolina. An e-mail was read from a parent expressing how helpful it is to have Mr. Osgood directing traffic at the bottom of the hill when school is dismissed. Finally, Mr. Farr read a letter from the Executive Office of Education thanking Environmental Technology Instructor, Nolan LeRoy, for participating in Governor Patrick's Teacher Advisory Group regarding education policy.

REVENUE ENHANCEMENT REPORT: Mr. Carman updated the committee on the revenue enhancement initiatives that he has undertaken. He discussed placemat advertising, ATM profits, and the upcoming Home Show which will take place in March 2011. Mr. Carman will be at the Fall Program Advisory meeting to discuss the Home Show with the advisory members. To date, there has been a profit of \$2,500.00 in the Revenue Enhancement Fund.

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NEW BUSINESS:

Grant Update – Toni Link, Director of Student Services, presented a grant update for the period of September 2009 – September 2010. A total of \$635,549.00 was awarded to the school in grant funding; \$532,731.00 in allocation grants and \$102,818.00 in competitive grants. Ms. Link discussed each of the allocation grants and what the funding was used for. She also discussed the summer programs that existed this year as a result of grant funding. The competitive grants were discussed next. Janice Watterson, Assistant Grants Administrator, discussed in detail the Positive Pathways program which was designed to assist seniors who are at risk of not graduating due to issues such as drug abuse, discipline or mental health issues. This program provides after-school tutorials, individual and/or family counseling, volunteering and/or internships at work sites.

REPORT OF COMMITTEES: Ms. Blackwell reported that the Curriculum Sub-Committee met recently.

MASC REPORT: Ms. Blackwell informed the committee that she recently attended the Northeast Regional meeting in DC.

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 the committee that the Cape Cod Collaborative Visitation Day will take place on October 21st from 11:30 to 3:30 and asked that they let him know if anyone was interested in participating.

PRINCIPAL'S REPORT: None.

PTO REPORT: Mr. Chalke stated that the PTO met on October 5th. The PTO will be sponsoring a school dance on October 22nd. \$800.00 worth of prizes will be given away at the dance. On October 29th, the senior class will be hosting a movie night. The movie "Halloween" will be shown at this fundraiser. Also that evening, the raffle drawing for the Ram Shed will take place. The PTO is hoping to do this same fundraiser again next year. The PTO approved a \$375.00 donation towards the new Ram mascot costume. Mr. Chalke reported that there are only five vendor booths remaining for the annual craft fair which will be held on November 20th and 21st. The Homecoming Dance will take place on November 19th and the pep rally will be held on November 22nd. The PTO's next meeting is scheduled for November 4th at 6:00 p.m.

OLD BUSINESS:

Final Adoption / Policy DJA-Purchasing Authority – Mr. Chalke made a motion, seconded by Mr. Pearce, to approve **Policy DJA - Purchasing Authority**, for final adoption. Motion passed unanimously.

NEW BUSINESS:

NSBA Annual Conference – Mr. Zmuda made a motion, seconded by Mr. Chalke, to send a group of committee members to the annual conference in San Francisco in April 2011. Motion passed unanimously.

Financial Audit Contract Extension – The Superintendent made a recommendation to extend the current contract for Allan Smith, CPA, for an additional two years. Ms. Blackwell made a motion, seconded by Mr. Pereira, to follow the recommendation of the Superintendent and extend the contract for Allan Smith, CPA, through FY12. Motion passed unanimously.

MCAS / AYP Presentation – Roger Forget, Director of Curriculum & Instruction, presented data showing the significant growth in students' MCAS scores. He compared the students' scores to the scores of students in both the sending towns as well as other vocational-technical schools. Mr. Forget also discussed AYP (annual yearly progress) as well as the initiatives that have led to the increase in the students' scores and future plans for continued improvement.

MASC Voting Delegate – Ms. Blackwell made a motion, seconded by Mr. Chalke, to appoint Mr. Zmuda as the Voting Delegate to represent Upper Cape Tech at the MASC annual business meeting on November 3rd. Motion passed unanimously.

Appointment of Representative to the Cape Cod Collaborative – Tabled.

Surplus Bid Awards –

- Mr. Zmuda made a motion, seconded by Ms. Manduca, to award the bid for the purchase of the 1992 Dodge pickup truck to the high bidder for \$707.00. Motion passed unanimously.
- Mr. Zmuda made a motion, seconded by Mr. Chalke, to award the bid for the purchase of black metal fencing to the sole bidder for \$175.00. Motion passed unanimously.
- Ms. Manduca made a motion, seconded by Mr. Agrillo, to award the bid for the purchase of the automotive spray booth to the high bidder for \$1,000.00. Mr. Agrillo, Ms. Blackwell, Mr. Chalke, Ms. Manduca, Mr. Pereira, and Mr. Zmuda in favor; Mr. Haynes and Mr. Pearce opposed. Motion passed.

Assistant Superintendent / Principal Position – Committee members were provided with a proposed job description for the position. Ms. Blackwell made a motion, seconded by Mr. Pereira, to accept the job description as presented and to create the position of Assistant Superintendent / Principal, eliminating the position of Principal

upon hiring of the Assistant Superintendent / Principal. Motion passed unanimously. Ms. Blackwell made a motion, seconded by Mr. Pereira, to post the position of Assistant Superintendent / Principal internally per the contract. Motion passed unanimously.

Other –

Ms. Blackwell stated that she attended a very informative educational forum at the school regarding prescription and opiate drug abuse. She commended Ms. Griffin for facilitating the event as well as the student who spoke at the forum. Ms. Blackwell requested that both be sent a letter of commendation.

Mr. Agrillo discussed the need for refrigeration to be implemented into the technical shops' curriculum.

Mr. McCue and Mr. Forget presented conceptual plans for a new medical studies building which would house sixty LPN students. This will be placed on the agenda for the November meeting.


Ms. Blackwell made a motion, seconded by Mr. Pereira, to adjourn the regular meeting at 8:57 P.M. to enter into Executive Session for the purpose of discussing real estate and not to return to Open Session. Roll call vote – Mr. Agrillo, Ms. Blackwell, Mr. Chalke, Mr. Haynes, Ms. Manduca, Mr. Pearce, Mr. Pereira, and Mr. Zmuda in favor. Motion passed unanimously.

A True Copy Attest

Date: _____

11/14/10

(Seal)



Kevin C. Farr, Secretary

Upper Cape Cod Regional Technical School

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FAX: 508-759-7208**REGIONAL SCHOOL COMMITTEE MEETING****MONDAY
OCTOBER 25, 2010****BUDGET SUB-COMMITTEE MEETING
5:00 - CONFERENCE ROOM****AGENDA**

1. Approval of Minutes of September 20, 2010 Meeting
2. FY11 Budget transfers discussion

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

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REGIONAL SCHOOL COMMITTEE MEETING

MONDAY
NOVEMBER 1, 2010

NEGOTIATIONS SUB-COMMITTEE MEETING
5:00 P.M. - CONFERENCE ROOM

2010 OCT 27 PM 2 55
TOWN CLERK OFFICE
BOURNE, MASS

1. Review of Football Coaches' Salaries



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REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY
NOVEMBER 18, 2010

REGULAR SCHOOL COMMITTEE MEETING 6:15 P.M. - MULTI-PURPOSE ROOM

1. Meeting Called to Order
2. Reorganization
3. Student Advisory Representative
4. Public Participation
5. Approval of Minutes of October 14, 2010 Regular Meeting & October 14, 2010 Executive Session
6. Communications
7. Revenue Enhancement Report
8. Report of Committees
9. MASC Report
10. Presentation of Bills
11. Superintendent's Report
12. Principal's Report
13. PTO Report
14. Old Business
15. New Business
 - A. Curriculum Presentation
 - B. Budget Transfers
 - C. Health Careers Building
 - D. Assistant Superintendent / Principal Position
 - E. Athletic Field Update
 - F. Football Coaches' Stipend
 - G. Superintendent Evaluation
 - H. Other

Executive Session

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



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

2010 NOV 8 PM 11 25
TOWN CLERK'S OFFICE

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
NOVEMBER 18, 2010 MEETING HELD AT THE SCHOOL

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

The meeting was called to order at 6:18 P.M. followed by the Pledge of Allegiance to the Flag.

Mr. Farr welcomed newly-elected School Committee member, Lisa Dumont from the town of Bourne.

REORGANIZATION:

Mr. Haynes 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:

Ms. Blackwell nominated Mr. Haynes for Chairperson, seconded by Mr. Fichtenmayer. Ms. Blackwell made a motion, seconded by Mr. Fichtenmayer, to close nominations. Motion passed unanimously.

Mr. Haynes was re-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:

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

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

Treasurer Position:

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

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

Secretary Position:

Ms. Blackwell nominated Mr. Farr for Secretary, seconded by Mr. Fichtenmayer. Mr. Chalke made a motion, seconded by Ms. Blackwell, 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: Junior Automotive Technology students, Joanna Golden from Sandwich and Marissa Burke from Falmouth, reported on recent student activities including the fall sports teams, the upcoming Pep Rally and Homecoming Dance and the Craft Fair. They also discussed the activities of the National Honor Society.

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 14, 2010 regular meeting. Motion passed unanimously.

COMMUNICATIONS: Mr. Farr read a note from a member of the Program Advisory Committee indicating their intention to resign from the committee due to the time constraints of her new job as Town Planner in Plymouth. He then read a thank you letter from the Superintendent at Bristol-Plymouth Regional Technical School District for hosting the monthly Old Colony Superintendents' Association meetings. Dr. Gross commended the Culinary students for their professionalism and capabilities. Next, Mr. Farr read a letter from the First Congregational Church in Wareham thanking the Carpentry students for the construction of a handicapped ramp for the church. Finally, the Superintendent read a letter from the Canal Region Chamber of Commerce thanking him for volunteering at the annual Scallop Festival.

REVENUE ENHANCEMENT REPORT: Mr. Carman updated the committee on the revenue enhancement initiatives, stating that there has been a lot of activity in the past month. He provided the committee with a list of vendors that have committed to the Home Show which will take place in March. He currently has 15 paid commitments and 9 verbal commitments from vendors. Mr. Carman informed the committee that there were 43 ATM transactions during the month of October, making October the busiest month yet for the machine.

REPORT OF COMMITTEES: None.

MASC REPORT: Ms. Blackwell reported that the annual conference in Hyannis was very well attended. She informed the members that there were quite a few sessions regarding the roles of School Committee members, stating that their focus should be on increasing student achievement.

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 he had recently attended a meeting regarding the possibility of installing wind turbines in the village of Bourne. He informed the committee that there approximately 100 local residents there voicing their opposition to the turbines. Mr. Pearce asked what effect this could have on the school's possible plans for a large wind turbine. Mr. Farr responded that the Cape Cod Commission is considering a moratorium on all wind projects. A discussion ensued regarding the status of the large wind turbine. Mr. Fichtenmayer made a motion, seconded by Mr. Pearce, to provide written notice to all interested parties that their proposals for the installation of a large wind turbine on the school campus must be submitted by January 1, 2011. Motion passed unanimously.

PRINCIPAL'S REPORT: Mr. Dutch stated that the school was notified today that senior Kyle Cottrell of Falmouth was selected as the district winner for the "Voice of Democracy" competition. Kyle will now compete at the state level. Mr. Dutch remarked that there was a lot of excitement amongst the students regarding the Homecoming weekend with the football game against Cape Cod Tech scheduled for November 22nd at 6:00 P.M. at the Massachusetts Maritime Academy. He also reported that 50% of the 9th and 10th graders earned Honor Roll status for the first marking period. Mr. Agrillo asked Mr. Dutch what steps were being taken regarding the recent head injury guidelines that have been established. Mr. Dutch explained the initiatives that have been taken in this matter.

PTO REPORT: Mr. Chalke informed committee members that the 16th annual craft fair will be held on November 20th and 21st stating that there will be 101 vendor booths. The Ram Shack drawing was recently held. The fundraiser made a net profit of approximately \$3,000 and the PTO plans on holding a similar raffle next year. Mr. Chalke also reported that the PTO now has a Facebook page.

OLD BUSINESS: None.

NEW BUSINESS:

Curriculum Presentation – Lisa Guyot, Horticulture Instructor, distributed a curriculum that she wrote using the “backwards design” method. She discussed the process and the professional development that was involved in writing this curriculum. “Backwards design” focuses on the end result and what the teacher wants students to know at the end of the school year. Mr. Dutch explained that they would like every curricula to be written this way and that they will now take this written curriculum and develop lesson plans around it.

Budget Transfers – Mrs. Blackwell made a motion, seconded by Mr. Chalke, to make the following budget transfers as recommended by the Budget Sub-Committee:

Transfer \$12,895 from 50-2310-0100-00 (SPED Teachers) to:

50-1210-0600-02 (SD Advertising) -	\$3,000 for a budget shortfall
50-1210-0600-03 (SD Dues) -	\$220 for Sandwich chamber dues
50-2220-0100-02 (Lead Instructors) -	\$2,754 for contractual agreements
50-2353-0300-00 (Professional Aide) -	\$6,921 for professional aide services

Motion passed unanimously.

Assistant Superintendent / Principal Position – Mr. Farr informed the committee that Mr. Dutch was the sole applicant for this position and distributed his resume. Ms. Blackwell made a motion, seconded by Ms. Manduca, to follow the recommendation of the Superintendent and appoint Robert Dutch as the Assistant Superintendent / Principal. Motion passed unanimously.

Athletic Field Update – Mr. Dutch displayed a plan for the creation of two new athletic fields, informing the committee that he is currently obtaining quotes for tree removal.

Football Coaches' Stipend – Mr. Pearce made a motion, seconded by Mr. Fichtenmayer, to accept the recommendation of the Negotiations Sub-Committee and set the Step 1 stipend for two (2) football coaches at \$2,156 each. Motion passed unanimously.

Superintendent Evaluation – Ms. Blackwell, Chair of the Superintendent Evaluation Sub-Committee, informed committee members that the Superintendent must be evaluated on an annual basis. She distributed the Goals Attainment Summary, Leadership Team Input, and the evaluation instrument and asked that committee members bring the completed evaluation to the December meeting. The evaluation results will be discussed at that time.

Other – Mr. Fichtenmayer stated that he is very pleased with the press coverage of the football team but does not see anything in the Wareham newspapers. He also suggested that more information regarding the team be on the school website as well as the school newspaper.

Committee members agreed to schedule the annual Goals Workshop for Tuesday, January 4th at 7:00 P.M.

Mr. Pearce made a motion, seconded by Mr. Agrillo, to adjourn the regular meeting at 7:48 P.M. to enter into Executive Session for the purpose of discussing real estate and not to return to Open Session. Roll call vote – Mr. Agrillo, Ms. Blackwell, Mr. Chalke, Ms. Dumont, Mr. Fichtenmayer, Mr. Haynes, Ms. Manduca, Mr. Pearce, and Mr. Zmuda in favor. Motion passed unanimously.

A True Copy Attest

Date: _____

12/10/10
(Seal)

Kevin C. Farr, Secretary

Upper Cape Cod Regional Technical School

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FAX: 508-759-7208**REGIONAL SCHOOL COMMITTEE MEETING****MONDAY
NOVEMBER 29, 2010****BUDGET SUB-COMMITTEE MEETING
5:00 - CONFERENCE ROOM****AGENDA**

1. Approval of Minutes of October 25, 2010 Meeting
2. FY11 Grant Review
3. FY11 Budget Review
4. Athletic Trainer
5. Other

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

BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

2010 NOV 22 AM 11 08
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EDMUND GILES

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Kevin C. Farr
Superintendent

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BOURNE**REGIONAL SCHOOL COMMITTEE MEETING****THURSDAY
DECEMBER 9, 2010****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 18, 2010 Regular Meeting & November 18, 2010 Executive Session
5. Communications
6. Revenue Enhancement Report
7. Report of Committees
8. MASC Report
9. Presentation of Bills
10. Superintendent's Report
11. Principal's Report
12. PTO Report
13. Old Business
 - A. Superintendent Evaluation
14. New Business
 - A. PN Accreditation Update
 - B. Fall Program Advisory Minutes
 - C. School Physician Position
 - D. ATM Balance Increase
 - E. Other

Executive Session

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



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
2011 JUN 19 PM 3:23
DECEMBER 30, 2010 MEETING HELD AT THE SCHOOL

TOWN CLERK'S OFFICE
FOOTNOTED

PRESENT: Donald Haynes, Chair; Joseph Agrillo; Penny Blackwell; Steven Chalke; Eunice Manduca; Kent Pearce; Edmund Zmuda; 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 representative was present and no report was available.

PUBLIC PARTICIPATION: None.

APPROVAL OF MINUTES: A motion was made by Mr. Zmuda, seconded by Ms. Blackwell, for approval of the minutes of the November 18, 2010 regular meeting. Motion passed unanimously. A motion was made by Ms. Blackwell, seconded by Mr. Zmuda, for approval and release of the minutes of the November 18, 2010 executive session. Motion passed unanimously.

COMMUNICATIONS: Mr. Farr read a letter from the Massachusetts School Building Authority stating that they have voted to invite the district into the Green Repair Program to collaborate with the MSBA in conducting a Feasibility Study for a potential window repair/replacement program.

REVENUE ENHANCEMENT REPORT: Mr. Farr read Mr. Carman's report into the record as follows:

Much progress is being made in all facets of our revenue enhancement efforts. The Home Show project continues to grow in positive directions. We are now at 19 firm booths, both paid and complimentary such as PTO, Canal Chamber of Commerce, SkillsUSA and the children's ID program sponsored by New York Life Insurance. We also have verbal commitments from an additional 11 vendors, which brings us to a potential of 30 at this writing. Revenue from the show is now at \$2,660, with a balance owed from vendors at \$1,100. The craft show booth we had and an information table at the recent open house we held for our potential incoming freshmen also was successful in getting the information to our surrounding businesses and towns.

The ATM machine held strong numbers once again for November at 43 transactions. Totals to date are 189 transactions resulting in revenue of \$557.55. I witnessed heavy usage of the machine during the time I spent at our information table in

the lobby during the Craft Fair. Craft Fair attendees found the machine to be very convenient.

The placemat program will be ready for print by the end of the year. Revenue for this initiative is \$225.00, with another \$200.00 as receivables that have not been collected as of this writing.

The website advertising is once again showing growth. Wenzel's Auto Body has committed to a year-long run on our site. The ad has just been completed by our webmaster and is now up and running. Revenue from this initiative is \$1,380 with another \$950 to be collected as of this writing.

REPORT OF COMMITTEES: None.

MASC REPORT: None.

PRESENTATION OF BILLS: Bills were circulated. Mr. Chalke discussed his new role as Treasurer. He asked the committee what they would like to hear in a Treasurer's report. Ms. Blackwell stated that she would like to see a quarterly budget report showing how much has been budgeted in each area as well as how much has been spent. She would also like a report after each Budget Sub-Committee meeting.

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.

PRINCIPAL'S REPORT: Mr. Dutch reported that Spirit Week and the homecoming pep rally were both great successes, as was UCT's first homecoming dance which was attended by 315 UCT students. The Craft Fair was once again a very successful event. There were over 100 vendors there and 60 have already reserved and paid for booths at next year's fair. UCT's first homecoming football game took place against Cape Tech at the Massachusetts Maritime Academy. The game was very well-attended by a number of enthusiastic students, parents and friends. Mr. Dutch informed the committee that 188 students, almost 1/3 of the student enrollment, made the honor roll for the first marking period. Finally, the Assistant Superintendent / Principal stated that a faculty meeting took place earlier in the week with a presentation on differentiated grading done by two UCT teachers.

PTO REPORT: Mr. Chalke informed committee members that Ms. Dumont will be presenting the PTO report at future meetings.

OLD BUSINESS:

Superintendent Evaluation – Ms. Blackwell, Chair of the Superintendent Evaluation Sub-Committee, discussed the new evaluation reporting format with the committee. She asked the committee for their input on the Superintendent's performance since his last evaluation. Mr. Pearce stated that the committee should have been alerted sooner about the MIAA's vote to terminate the cooperative football team with Bourne High School. Mr. Pearce feels that issues aren't studied or analyzed enough and that the Budget Sub-Committee approves expenditures without any thought. Mr. Chalke stated that he was pleased with Mr. Farr's communication with the committee regarding legislative issues. He had mixed feelings about Mr. Farr's overall communication with the committee, citing the budget surplus at the end of the last fiscal year. Mr. Chalke also was displeased with the timeliness of resolving open issues such as the traffic light at the bottom of the hill, the resolution of a 501c3 status, the large wind turbine, the strategic planning process, the Pappas land deal, and the football program. He agreed with Mr. Pearce that the committee should have had more notice regarding the football program. Ms. Blackwell added that she was disappointed with the budget surplus as well but she did feel that Mr. Farr tried to get the Budget Sub-Committee involved in rectifying the situation. She added that she likes the new format of the monthly Superintendent's Report and does feel that Mr. Farr is making an effort to follow through on more things. She did state that he tends to be reactive rather than proactive though. Mr. Agrillo stated that a lot of the areas in the evaluation instrument are actually Mr. Dutch's responsibility. Ms. Blackwell and Mr. Pearce agreed with Mr. Agrillo's statement and suggested that the evaluation instrument be revised. Ms. Blackwell suggested that it may be more effective to evaluate the Superintendent around his established goals instead. Mr. Agrillo made a motion, seconded by Mr. Pearce, to approve this evaluation with the intention of revising the evaluation instrument before the Superintendent's next evaluation. Motion passed unanimously.

NEW BUSINESS:

PN Accreditation Update – Mr. Farr informed the committee that the district received notification that the New England Association of Schools and Colleges will no longer be the accrediting agency for the school's post-secondary Practical Nursing program. This lack of accreditation would impact the students receiving federal Pell grants. The United States Department of Education has recommended the Council on Occupation Education as an alternate accrediting authority so the school will be starting the process to enter into an agreement with that agency. Mr. Pearce requested that the committee be updated on this issue on a monthly basis until it is resolved.

Fall Program Advisory Minutes – Ms. Blackwell suggested that the Long-Range Planning Sub-Committee meet on the advisory minutes to make recommendations to bring to the full committee for inclusion in the capital budget. Mr. Farr informed the committee that, when building the FY12 budget, the leadership team has cross-referenced the advisory minutes with the staff budget requests. Mr. Farr also stated that he is meeting with the instructors regarding any maintenance issues that are cited in the minutes to make sure that they are being resolved. Ms. Blackwell made a motion,

seconded by Mr. Pearce, to accept the Fall Program Advisory Minutes as presented.
Motion passed unanimously.

School Physician Position – The Superintendent distributed a job description to the committee for this position stating that he will make a recommendation for hire at the January meeting. He informed the committee that the school physician is a stipend position at \$5,000.00.

ATM Balance Increase – Mr. Farr informed the committee that he is requesting an increase in the ATM balance due to the fact that the machine was empty by 1:00 p.m. on the first day of the Craft Fair and the machine is having more use on a regular basis. Ms. Blackwell made a motion, seconded by Mr. Chalke, to increase the amount of available cash in the ATM machine to \$5,000 with an associated budget transfer of \$3,000 from Miscellaneous Revenue (08-8923) to ATM-Petty Cash (02-0117). Motion passed unanimously.

Other – Mr. Agrillo asked that the committee be provided with a copy of a document he obtained at the MASS/MASC annual conference; "A Promising Practices Guide to Improve Operational Efficiency and Achieve Cost Savings for Public School Districts." Ms. Blackwell asked if the committee would be interested in doing a School Committee self-evaluation at the Goals Workshop scheduled for Tuesday, January 4th at 7:00 P.M. The committee stated that they would like to do that. Mr. Haynes distributed the revised Sub-Committee assignments to the committee.

Mr. Pearce made a motion, seconded by Mr. Agrillo, to adjourn the regular meeting at 7:36 P.M. Motion passed unanimously.

A True Copy Attest

Date: 1/04/14

(Seal)


Kevin C. Farr, Secretary

Upper Cape Cod Regional Technical School

220 SANDWICH ROAD, BOURNE, MASSACHUSETTS 02532

www.uppercapetech.comKevin C. Farr
Superintendent

2010 DEC 14 PM 3 32

TOWN CLERK'S OFFICE -

Bourne, MA

Telephone: Area 508
759-7711 - 295-1320 - 563-5515
Voice / TTY
FAX: 508-759-7208**REGIONAL SCHOOL COMMITTEE MEETING**THURSDAY
DECEMBER 16, 2010LONG RANGE PLANNING SUB-COMMITTEE MEETING
5:00 P.M. - CONFERENCE ROOM

1. Review of Fall Program Advisory Recommendations



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

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2010 DEC 15 PM 12 44

TOWN CLERK'S OFFICE

REGIONAL SCHOOL COMMITTEE MEETING

MONDAY
DECEMBER 20, 2010BUDGET SUB-COMMITTEE MEETING
5:00 - CONFERENCE ROOM**AGENDA**

1. Approval of Minutes of October 25, 2010 Meeting
2. FY11 Grant Review
3. FY11 Budget Review
4. Athletic Trainer
5. FY12 Budget Prep
6. Other

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



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

2010 DEC 6 PM 12 43

WASTEWATER ADVISORY SUBCOMMITTEE

MEETING NOTICE

Date

Wednesday
December 15, 2010

Time

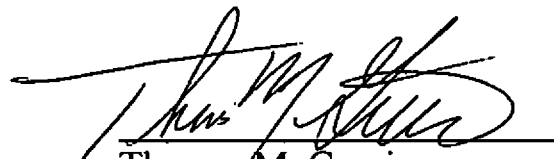
7:00 P.M.

Location

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

AGENDA

1. Call meeting to order
2. Open Meeting Law
3. Conflict of Interest Law
4. Expected outcomes
5. Discuss future agenda items
4. Adjourn.



Thomas M. Guerino
Town Administrator

Date: December 6, 2010